

SPECIFICATIONS

ROCK SALT

Bid No. 18021SWOP4G

SOUTHWEST OHIO PURCHASERS FOR GOVERNMENT

Company Name: _____

Contact Person: _____

Address: _____

City, State, & Zip: _____

Phone No: _____/Fax No: _____

*****Bid Opening time/Date: 3:30 P.M. local (Dayton OH) time on
June 18, 2018*****

LEGAL NOTICE NO. 18021SWOP4G

Sealed bids will be received by the City of Dayton OH, on behalf of the participating entities of Southwest Ohio Purchasers for Government (SWOP4G). Bids will be received at the City of Dayton OH Division of Procurement, 5th floor, City Hall Building, 101 W. Third St., Dayton OH 45402 no later than 3:30 P.M. local (Dayton OH) time on June 18, 2018, at which time such bids will be publicly opened for the following item:

ROCK SALT

A certified check on a solvent bank, drawn and made payable to the City of Dayton OH, or a bid bond by a surety company licensed to do business in Ohio, in a sum not less than 5% of the total amount of the bid based on estimated tonnage for all entities, as surety for the execution of the contract, shall accompany each bid. The checks of all bidders will be returned upon the execution and securing of the contract.

The successful bidder will be required to execute the contract and to provide a 100% performance bond within ten (10) days after the award of the contract if so requested by the individual entities. In case the bidder neglects to so execute the contract, the check or bond, accompanying the bid shall be forfeited to the City of Dayton OH, not as a penalty, but as liquidated damages.

Detailed specifications, bid forms and instructions to vendors may be obtained in the City of Dayton OH Division of Procurement.

Melissa A. Wilson, CPPB
Purchasing Agent
City of Dayton OH

THE CITY OF DAYTON OH DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE AND HANDICAPPED STATUS IN EMPLOYMENT OR THE PROVISION OF SERVICES.

Publish: May 23, 2018

INFORMATION TO VENDORS

The intent of this bid is to establish a firm price agreement for the purchase of rock salt for the City of Dayton OH and the participating entities of the Southwest Ohio Purchasers for Government (SWOP4G). The Southwest Ohio Purchasers for Government is interested in a contract from August 1, 2018 through July 31, 2019

The City of Dayton OH's Division of Procurement has agreed to advertise and solicit bids for the joint purchase of rock salt to obtain the best possible price for all participants. The bid calls for delivered prices for the salt from origin to the individual entities.

The quantities listed on the attached sheets **are estimated quantities** for each entity. Actual deliveries may be more or less, as the entities require. The successful vendor must have the minimum quantities specified available for each entity, and must deliver to each entity the quantity called for during the contract period. Delivery and invoicing addresses for each entity are included this bid document.

Each entity will issue a purchase order or letter of intent committing their estimated portion of this request for rock salt.

All sealed bids must be delivered to the City of Dayton OH Division of Procurement no later than time and dated specified in the bid request (**3:30 P.M. local (Dayton OH) time on June 18, 2018**). No bid may be withdrawn after it has been deposited with the Purchasing Agent of the City of Dayton OH after the due date and time has passed. Bid forms and specifications may be secured at the City of Dayton OH, Division of Procurement office, 5th floor, City Hall Building, 101 W. Third St., Dayton OH 45402 or by going to www.daytonohio.gov/bids.aspx and www.swop4g.org.

All bids must be made on the forms provided and must be in conformity with this notice. Bids shall be returned with notice, bid form and specifications intact. All bids containing quotes not asked for or which are otherwise not in conformity with this notice, may be considered invalid and may be rejected. The right to reject any and all bids is reserved by City of Dayton OH and/or SWOP4G. Formalities may be waived at the option of the organization.

All bids will be opened and read publicly on the bid due date.

A certified check on a solvent bank, drawn and made payable to the City of Dayton OH, or a bid bond by a surety company licensed to do business in Ohio, in a sum not less than 5% of the total amount of the bid based on estimated tonnage for all entities, as surety for the execution of the contract, shall accompany each bid. The checks of all bidders will be returned upon the execution of the contract.

Failure of vendor to furnish material complying with the specifications called for in this invitation to bid, or to comply with the terms of this invitation, may be justification to purchase the materials in the open market and/or to cancel the contract or applicable portions thereof, and award the portions canceled to another supplier. In the event either of the above procedures must be resorted to, the vendor shall be required to reimburse those participating entities for any expense incurred in excess of the contract price.

GENERAL CONDITIONS

1. The City of Dayton OH and SWOP4G reserves the right to reject any or all bids, to waive any irregularities in a bid, or to accept the bid or bids which in the judgment of proper officials, is to the best interest of the City. The City reserves the right to accept a part or parts of a bid unless otherwise restricted in the bid. We are not permitted to accept telephone bids or Fax bids. In case of error in extending the total amount of the bid the unit prices the will govern.
2. Title and risk of loss to and with respect to the items shall remain in the Vendor until the items in a completed state have been delivered to and accepted by the City of Dayton or to an agent or consignee duly designated by the City of Dayton at the location specified on the face hereof, items which are to be shipped shall be shipped F.O.B. destination unless otherwise specified by the City of Dayton. A packing slip must accompany each such shipment and if a shipment is to a consignee or an agent of the City of Dayton, a copy of the packing slip shall be forwarded concurrently to the City of Dayton. If no such packing slip is sent, the count or weight by the City of Dayton or its agent or consignee is agreed to be final and binding on the Vendor with respect to such shipment.
3. In case of default by the bidder or contractor, the City of Dayton OH and/or SWOP4G entities may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.
4. Prices should be stated in units of quantity specified.
5. Prices quoted unless otherwise stated by bidder, will be considered as being based on delivery to destination as designated and to include any charges for packing, crating, containers, etc. and being in strict accordance with specifications as shown.
6. Wherever a reference is made in the specification or in describing the material, supplies or services required, of a particular trade name, manufacturers' catalog or model number, the bidder, if awarded a contract will be required to furnish the particular item referred to in strict accordance with the specifications or description unless a departure or substitution is clearly noted and described in the bid by the bidder.
7. The bidder, if awarded an order or contract, agrees to protect, defend and save harmless the City and/or SWOP4G entities against any demand for payment for use of any patented material, process, article or device, that may enter into the manufacture, construction, or form a part of the work covered by either order or contract; and he further agrees to indemnify and save harmless the City and/or SWOP4G entities from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his servants, or agents.
8. Samples, if requested, must be furnished free of expense prior to the opening of bids and, if not destroyed, will, upon request, be returned at the bidder's expense.

INSTRUCTIONS TO BIDDERS

1. Each bid shall be signed by a duly authorized representative that can bind said company. Bids by partnerships must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Bids by corporations must be signed with the name of the corporation, followed by the signature of a person authorized to bind it in this matter.
2. Bids, to receive consideration, must be received prior to the specified time/date of closing as designated in the bid document.
3. Sealed envelopes, with bid number and bidder name, must be submitted.
4. If multiple bids are submitted each bid shall be submitted in its own sealed envelope as indicated above (Item #3).
5. Bids having any erasures or corrections shall include explanation with signature of authorized representative. Any non-explained erasures or corrections may be result in bid being rejected.
6. Bidders may submit bids on any one or group of items, provided, however, that the unit price is shown as requested.
7. References in the specification or in describing the material, supplies or services required, of a particular trade name, manufacturers' catalog or model number are made for descriptive purposes to guide the bidder in interpreting the type of material or supplies or nature of the work desired.

Specifications should not be construed as excluding bids on other types of materials and supplies or of performing the work in a manner other than specified.

General Conditions, paragraph six (6), shall be strictly adhered to, no exception can be taken.

8. Bids should be mailed or delivered to the City of Dayton OH Division of Procurement, 5th floor, City Hall Building, 101 W. Third St., Dayton OH 45402.

SOUTHWEST OHIO PURCHASERS FOR GOVERNMENT (SWOP4G)
ROCK SALT
GENERAL SPECIFICATIONS

1.0 SCOPE

For furnishing during the period of the contract, the commodity listed herein, as required by participating entities and divisions from time to time.

2.0 PRICE AGREEMENT

Bid price shall remain firm during the term of the contract.

3.0 PERFORMANCE BOND

Each individual entity may, at its option, require a 100% performance bond for the total tonnage required by that entity. The cost of the performance bond will be added to the price of the salt, and will be considered in the award determination. The cost of the performance bond must be listed on the proposal page.

4.0 DELIVERY

The material shall be delivered as required to the participating entities at the addresses listed on the attached listing of delivery and invoicing addresses.

A blanket purchase order or letter of intent will be issued by each entity. Releases will be made off these blanket purchase orders or letters as required.

Vendor will be required to start delivery to storage facility within 48 hours of initial order and have entire order delivered within 96 hours. Delivery must be made between the hours of 8:00 a.m. and 3:30 p.m., Monday through Friday. Delivery at other times will be allowed only with prior approval of the authorizing entity.

Delivery shall be sent directly to each entity. Delivery addresses are on the attached listing. Note: Delivery addresses may be subject to change by individual entity.

5.0 CONTRACT PERIOD

The Southwest Ohio Purchasers for Government is interested in a contract from August 1, 2018 through July 31, 2019.

6.0 INVOICING

Invoices shall be sent directly to each entity. Invoicing addresses are on the attached listing. Note: Invoicing addresses may be subject to change by individual entity if so needed.

7.0 AWARD

Prices should be bid in the units requested. The City of Dayton OH and SWOP4G reserve the right to reject any or all bids. A representative of SWOP4G reserves the right to determine what is or is not in the best interests of the entities.

8.0 AWARDING CRITERIA

In making an award, each participating entity will evaluate the bids received and will issue its own purchase order or letter of intent based upon the lowest and best bid to that entity. Consideration will also be given to the factors listed below, as well as other factors, which are considered pertinent.

- 1) Past experience of municipalities with the vendors.
- 2) Total delivered net price.
- 3) Delivery time.
- 4) Compliance with specifications.
- 5) Salt availability and stockpile capacity.
- 6) Domestic salt vs. Off-shore salt

9.0 BIDDER QUALIFICATIONS

Bidder must include with the bid a statement detailing how long the company has been in the business of supplying highway rock salt to public entities. References may be required during the evaluation process. Bidders may be requested to provide a listing of public accounts where a minimum of 1,000 Tons of highway rock salt was delivered.

10.0 REQUIREMENTS AND DATA

Estimates are for a twelve (12) month period and are on a "more or less" basis. Actual orders may be more or less than estimated. Should governmental agencies require more than estimated quantity listed in this bid, please state percentage (%) available over the estimated quantity. Estimates indicated will be used solely for the purpose of making a tabulation of bids.

Domestic salt is preferred. If foreign salt is to be supplied by the vendor, it must be clearly identified in the bid document, and will be taken into consideration when evaluating bids. All foreign salt shall meet the same requirements as that of domestic salt.

Bids will be accepted for delivery to individual entities only. Bids will not be accepted for a total tonnage to be supplied to the entire organization.

11.0 DEFAULT STATUS

Any entity that has placed a vendor in default with the entity will not be required to place an order with that vendor until the default status has been lifted.

12.0 ADDITIONAL PARTICIPATION

Other SWOP4G entities may wish to participate in this bid. Please indicate, in the area designated on pricing page, if this additional participation will be permitted.

13.0 SUBMISSION OF BIDS

All bids must be received in the City of Dayton OH Division of Procurement no later than 3:30 P.M. local (Dayton OH) time, on June 18, 2018. Envelopes must be clearly marked, "**Rock Salt, Bid No. 18021SWOP4G**". Bidders should take caution if U.S. Mails or other carriers are to be used for submission of bids. Mailing should be made in sufficient time for bids to arrive at the City's Division of Procurement no later than the time and date specified above.

14.0 CONTACT PERSON(S)

Please provide name,-telephone number and email address of contact person for bid and for order(s) in the area designated on pricing page.

**15.0 AFLCMC/PZIO, Wright Patterson AFB, Ohio (Entity No. 77)

Wright-Patterson AFB (WPAFB) is not subject to any SWOP4G bylaws, specifications, rules, regulations or state law associated with the procurement salt. Wright-Patterson AFB (WPAFB) is submitting its proposed salt needs for informational purposes only and is not obligated to purchase any salt. Should WPAFB determine that it intends to purchase salt, it may do so with no obligation to use the bid pricing submitted to the SWOP4G. Any purchase made by WPAFB is governed exclusive by Federal laws and regulations to include, but not limited to, the Federal Acquisition Regulation and its supplements.

WPAFB's purchase of salt is subject to the provisions of the Anti-Deficiency Act, 31 U.S.C. 1341. WPAFB's inclusion of its salt needs shall not be interpreted to require WPAFB to commit, obligate, appropriate or spend funds or support in violation of the Anti- Deficiency Act and other applicable laws respecting federal funding. WPAFB's participation with the SWOP4G is strictly subject to budget limitations and availability of funds.

Invoicing for WPAFB purchases shall be accomplished through the Wide Area Work Flow system as prescribed in DFARS 252.232-7006 WIDE AREA WORKFLOW PAYMENT INSTRUCTIONS (MAY 2013).

All WPAFB deliveries shall be made by a Conveyor Truck.

16.0 ADDITIONAL INFORMATION

Additional information concerning this bid package may be obtained by contacting Donita Jo Garner, CPPB, City of Dayton OH, 937-333-4030, or by e-mail at donita.garner@daytonohio.gov.

Vendor may have to register to do business with each governmental agency as may be required.

TECHNICAL SPECIFICATIONS
SECTION A: SODIUM CHLORIDE (ROCK SALT)

All trucks and stockpiles other than mine location, shall be adequately covered to assure that the sodium chloride will be delivered in a free flowing, usable condition.

Bidders shall list below the location of all mines from which rock salt will be taken to fulfill this contract:

Bidder shall also list below the working capacity of each stockpile to be used:

The City of Dayton OH and participating entities reserve the right to spot check truck and/or trailer loads at point of delivery, for weight confirmation to that shown on weight slip or invoice (including tare weight if deemed advisable). Upon direction by authorized personnel, truck shall proceed to the nearest independent scale for such weight determination.

Salt containing free water, foreign matter, or lumps will be rejected at point of delivery. Salt must be "Free-Flowing," be in such gradation to be blown, and shall meet Ohio State Highway Department Specifications, Section 712.03. Sufficient non-caking additive shall be incorporated in the delivered material in order to prevent caking under normal outdoor storage conditions.

Where there is evidence of moisture in excess of 2.00%, a composite sample of salt shall be taken from the truck and tested for moisture content.

Sodium Chloride shall be of fresh stock. Reclaimed salt will not be accepted. Grade shall be "Course Crystal" as required. Screening shall conform to the following size requirements:

<u>U.S. Screen Size</u>		<u>"CC" Scale</u>
3/8"	% Passing	100
#4	% Passing	70 Max
#8	% Passing	20 Max.
#12	% Passing	5 Max.

Tests of rock salt delivered under the contract may be made from time to time and any which does not conform to the specifications will be returned to the contractor at his expense. If the vendor cannot supply salt meeting these specifications in a reasonable period of time, the entity will purchase the salt elsewhere on the open market and charge the vendor in non-compliance for the difference in price.

Salt shall be delivered as needed in motor transport loads. All salt deliveries shall be made as agreed upon by each entity with the successful vendor. Salt shall not be unloaded on the ground or outside of a salt shed without specific permission. Twenty-four (24) hour notice of delivery must be made to dispatcher or contact person at telephone number listed on attached listing.

All deliveries of sodium chloride shall include:

- 1) Adequate equipment to stock salt, such as conveyor, blower, slinger, etc., as needed for the particular installations utilized at the delivery destination.
- 2) If the type of unloader or the maximum height to be unloaded is unknown it will be the responsibility of the vendor to contact those participating for the information.

A deduction equal to that assessed when unloading equipment is used will be deducted from invoice when said equipment is requested by the entity, but not used in the placement of sodium chloride.

Vendors will be responsible for any damage caused to equipment due to foreign materials in the salt. Vendors will also be responsible for any damage to salt storage building resulting from the improper piling of salt, and or caked salt (including equipment and labor costs).

BID NO. 18021SWOP4G FORM

Company Name: _____

Address: _____

City State & Zip Code: _____

Telephone No. _____ Fax No. _____

Contact Person for Bid: Name: _____ Phone No.: _____

Email Address: _____

Contact Person for Orders: Name: _____ Phone No.: _____

Email Address: _____

How long the company has been in the business of supplying rock salt to public entities _____ years

Details _____

Federal Identification Number (or SSN if sole proprietorship): _____

SIGNATURE: _____

PRINTED NAME AND TITLE: _____

By signing this page, you state that you are an authorized representative, and have reviewed and are presenting this proposal on behalf of your business entity. Please continue completing this exhibit on the next page.

Additional Participation:

Other SWOP4G entities may wish to participate in this bid. Please indicate if this participation will be permitted.

Yes _____ No _____ If "yes", SWOP4G must review and give approval to additional governmental agencies.

Piling Charge per Ton (all locations) \$ _____

Performance Bond: Cost per \$1,000 \$ _____ / per \$1,000

Terms: _____

Date: _____

BID PRICING PAGES

**Please provide a delivered price for the salt from origin to the INDIVIDUAL ENTITIES.
FREIGHT IS TO BE INCLUDED. Also list the stockpile and mine to be used for each location.**

Bidders are to submit one (1) original copy signed by an officer authorized to bind the company, Excel spreadsheet and one (1) electronic flash drive of signed bid and Excel spreadsheet.

	<u>Organization</u>	<u>Estimated Total Tons</u>	<u>Price/Ton Rock Salt</u>	<u>Stockpile/Mine Location</u>	<u>% Available over maximum</u>
1.	Batavia Township	600	\$ _____	_____	_____
2.	Bath Township	300	\$ _____	_____	_____
3.	Beavercreek Township	1,500	\$ _____	_____	_____
4.	Beavercreek, City of	10,000	\$ _____	_____	_____
5.	Bellbrook, City of	700	\$ _____	_____	_____
6.	Blendon Township	500	\$ _____	_____	_____
7.	Brookville, City of	400	\$ _____	_____	_____
8.	Butler Township	1,000	\$ _____	_____	_____
9.	Cardington, Village of	150	\$ _____	_____	_____
10.	Cedarville, Village of	300	\$ _____	_____	_____
11.	Central Ohio Transit Authority (COTA)	400	\$ _____	_____	_____
12.	Champaign County Engineer	1000	\$ _____	_____	_____
13.	Clayton, City of	1,700	\$ _____	_____	_____
14.	Clearcreek Township	1,800	\$ _____	_____	_____
15.	Clermont County Engineer's Office	9,000	\$ _____	_____	_____
16.	Clinton Township	300	\$ _____	_____	_____
17.	Columbus Regional Airport Authority	300	\$ _____	_____	_____
18.	Concord Township	1,250	\$ _____	_____	_____
19.	Dayton City Schools	300	\$ _____	_____	_____
20.	Dayton, City of	10,000	\$ _____	_____	_____
21.	Dublin, City of	2,000	\$ _____	_____	_____
22.	Englewood, City of	1,500	\$ _____	_____	_____
23.	Evendale, Village of	700	\$ _____	_____	_____

Bidding Company: _____

	<u>Organization</u>	<u>Estimated Total Tons</u>	<u>Price/Ton Rock Salt</u>	<u>Stockpile/Mine Location</u>	<u>% Available over maximum</u>
24.	Farmersville, Village of	150	\$ _____	_____	_____
25.	Franklin County Engineer's Office	1,500	\$ _____	_____	_____
26.	Gahanna, City of	2,500	\$ _____	_____	_____
27.	Genoa Township	800	\$ _____	_____	_____
28.	German Township Road & Service Dept	500	\$ _____	_____	_____
29.	Germantown, City of	750	\$ _____	_____	_____
30.	Glendale, Village of	400	\$ _____	_____	_____
31.	Goshen Township	800	\$ _____	_____	_____
32.	Grandview Heights, City of	750	\$ _____	_____	_____
33.	Greater Dayton RTA	300	\$ _____	_____	_____
34.	Greene County Engineer	7,500	\$ _____	_____	_____
35.	Harlem Township	275	\$ _____	_____	_____
36.	Harrison Township, Montgomery County	1,500	\$ _____	_____	_____
37.	Hilliard, City of	2,500	\$ _____	_____	_____
38.	Huber Heights, City of	3,000	\$ _____	_____	_____
39.	Indian Hill, Village of	2,500	\$ _____	_____	_____
40.	Jackson Township Montgomery County	200	\$ _____	_____	_____
41.	Jefferson Township Road Dept.	700	\$ _____	_____	_____
42.	Kettering, City of	6,000	\$ _____	_____	_____
43.	Mad River Local Schools	120	\$ _____	_____	_____
44.	Mason, City of	5,000	\$ _____	_____	_____
45.	Miami County Engineers Office	6,000	\$ _____	_____	_____
46.	Miami Township, Clermont County	2,200	\$ _____	_____	_____
47.	Miami Township, Montgomery County	3,000	\$ _____	_____	_____

Bidding Company: _____

	<u>Organization</u>	<u>Estimated Total Tons</u>	<u>Price/Ton Rock Salt</u>	<u>Stockpile/Mine Location</u>	<u>% Available over maximum</u>
48.	Miamisburg, City of	3,500	\$ _____	_____	_____
49.	Middletown, City of	4,500	\$ _____	_____	_____
50.	Milford, City of	700	\$ _____	_____	_____
51.	Monroe, City of	3,000	\$ _____	_____	_____
52.	Montgomery County Engineer	10,000	\$ _____	_____	_____
53.	Montgomery County Parks	100	\$ _____	_____	_____
54.	Moraine, City of	1,500	\$ _____	_____	_____
55.	Mount Gilead, Village	200	\$ _____	_____	_____
56.	New Albany, City of	3,000	\$ _____	_____	_____
57.	New Carlisle, City of	300	\$ _____	_____	_____
58.	New Jasper Township	200	\$ _____	_____	_____
59.	Oakwood, City of	700	\$ _____	_____	_____
60.	Obetz, Village of	375	\$ _____	_____	_____
61.	Pierce Township	1,400	\$ _____	_____	_____
62.	Piqua, City of	2,500	\$ _____	_____	_____
63.	Powell, City of	1,000	\$ _____	_____	_____
64.	Riverside, City of	1,200	\$ _____	_____	_____
65.	Sharonville, City of	1,800	\$ _____	_____	_____
66.	St. Bernard, Village of	500	\$ _____	_____	_____
67.	Sugarcreek Township	1,000	\$ _____	_____	_____
68.	Tate Township	300	\$ _____	_____	_____
69.	Trenton, City of	400	\$ _____	_____	_____
70.	Trotwood, City of	2,000	\$ _____	_____	_____
71.	Union Township Licking County	150	\$ _____	_____	_____
72.	Union Township Trustees	2,400	\$ _____	_____	_____
73.	Union, City of	600	\$ _____	_____	_____
74.	Vandalia, City of	2,000	\$ _____	_____	_____
75.	Walnut Township Fairfield County	300	\$ _____	_____	_____

Bidding Company: _____

	<u>Organization</u>	<u>Estimated Total Tons</u>	<u>Price/Ton Rock Salt</u>	<u>Stockpile/Mine Location</u>	<u>% Available over maximum</u>
76.	Washington Township (Montgomery County)	3,500	\$ _____	_____	_____
77.	Washington Township (Clermont County)	200	\$ _____	_____	_____
78.	West Carrollton, City of	1,500	\$ _____	_____	_____
79.	West Jefferson, Village of	500	\$ _____	_____	_____
80.	West Milton, Municipality of	300	\$ _____	_____	_____
81.	Whitehall, City of	4,000	\$ _____	_____	_____
82.	Williamsburg Township	250	\$ _____	_____	_____
83.	Worthington, City of	2,000	\$ _____	_____	_____
84.	Xenia, City of	1,500	\$ _____	_____	_____
85.	Xenia Township Board of Trustees	800	\$ _____	_____	_____
86.	Wright-Patterson AFB	2,100	\$ _____	_____	_____
87.	Village of Yellow Springs	320	\$ _____	_____	_____

Bidding Company: _____



**CITY OF DAYTON
ROCK SALT
Bid No. 18021SWOP4G**

Name of Bidding Company: _____

Please provide the company name, address, contact person, telephone number and email address of three (3) references previously serviced by your Company that will be able to speak to you material quality and customer service standards for the materials described in Bid 18021SWOP4G.

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Company Name: _____

Address: _____

Contact Person: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Business Income Tax Questionnaire

The following information is required to determine your City of Dayton, Ohio income tax liability, if any, and to set up your account if required.



Type of Tax Filing: (check all that apply)

1. Employee Withholding FEIN # _____
2. Corporate Earnings FEIN # _____
3. Individual Ownership Earnings SSN # _____
4. Partnership Earnings FEIN # _____

Company Name _____ Phone # _____

Mailing Address _____ City _____ St. _____ Zip _____

Local Business Address _____ City _____ St. _____ Zip _____

Check the jurisdictions that we administer that you operate in:

- Dayton City Limits Dayton Wright Brothers Airport Dayton International Airport NONE

Date Business Started in Our Taxing Jurisdiction _____

Your Accounting Period? Calendar Year _____ or Fiscal Year ending on _____

Withholding Information *Quarterly Withholding cannot exceed \$600.00

■ Do you have employees? Yes or No Date First Employee Started Working in Our Jurisdiction _____

■ Do you submit withholdings QUARTERLY* or MONTHLY? _____

■ Is this a courtesy withholding for your employees who are residents of the above cities only? Yes or No

Do you rent or sublease property or space in the Dayton jurisdiction to another business or individual? Yes No

If so list Names, Addresses, and Tax ID below. If Yes, do they have employees working at that location? Yes No

Do you use Subcontractors? Yes No If so list Names, Addresses, and FEIN or Social Security Numbers below.

If you have filed returns with our office before, show Name and Tax ID #s used, and for what tax years you filed.

Full name of Owner of Company _____

If this is a change of ownership, please provide the date of change, the name, address, and phone number of former owner

If you are not liable to pay taxes in our jurisdiction, please explain why.

Signature _____ Title _____ Date _____

Thank you for your cooperation in this request. For more tax information is available at www.daytonohio.gov

Please return by MAIL or by FAX to: City of Dayton, Division of Revenue & Taxation, 101 West 3rd Street, P.O. Box 2806, Dayton, Ohio 45401
(937) 333-3500 ~ Fax (937) 333-4280

CS-25c

Salt Delivery and Invoicing Addresses for 2018-2019 Salt Season

No.	Entity	Contact Name	Contact Telephone	Contact Fax No.	Delivery Addresses	Invoicing Addresses	Est. Tons
1.	Batavia Township	Ken Embry	513/732-1363	513/732-1363	2401 Old State Route 32 Batavia, OH 45103	1535 Clough Pike Batavia, OH 45103	600
2.	Bath Township	Mike Rhoades	937/878-9481	937/878-9081	1018 Yellow Springs-Fairfield Rd. Fairborn, OH 45324	1006 Yellow Springs-Fairfield Rd. Fairborn, OH 45324	300
3.	Beavercreek Township	Tim Parks	937/603-1371	937/427-6576	1981 Dayton-Xenia Rd. Beavercreek, OH 45434	851 Orchard Lane Suite C Beavercreek, OH 45434	1,500
4.	Beavercreek, City of	Paige Bagford	937/427-5540	937/431-5023	2260 Dayton-Xenia Rd. Beavercreek, OH 45434	789 Orchard Ln Beavercreek, OH 45434	10,000
5.	Bellbrook, City of	Dale Wilson	937/848-8415	937/848-5197	29 N. West St. Bellbrook, OH 45305	City of Bellbrook 29 North West St. Bellbrook, OH 45305	700
6.	Blendon Township	John Giamarco	614/738-2673		6360 Hempstead Rd. Westerville, OH 43081	6360 Hempstead Rd. Westerville, OH 43081	500
7.	Brookville, City of	Chris Homan	937/405-7350	N/A	700 Arlington Rd. Brookville, OH 45309	301 Sycamore St. Brookville, OH 45309	400
8.	Butler Township	937/890-1218 937/510-5648 cell	937/890-1218	937/890-2183	3710 W. National Rd. Dayton, OH 45414	3710 W. National Rd. Dayton, OH 45414	1,000
9.	Cardington, Village of	Debra K. Fry	419/864-7607	419/864-0536	120 E. Williams St. Cardington, OH 43315	P.O. Box 10 Cardington, OH 43315	150
10.	Cedarville, Village of	Gary Furay	937/371-6151	937/766-9378	Village of Cedarville 301 Palmer Dr Cedarville, Ohio 45314	Village of Cedarville P.O. Box 51 Cedarville, OH 45314	300
11.	Central Ohio Transit Authority (COTA)	Bruce Neel	614/275-5809	614/275-5892	1325 Essex Ave. Columbus, OH 43201	33 N High St. Columbus, OH 43215	400
12.	Champaign County Engineer	Mike Knotts	937/653-4848	937/653-3172	428 Beech St. Urbana OH 43078	428 Beech St. Urbana OH 43078	1,000
13.	Clayton, City of	Randy Sanders	937/836-3500	937/836-6773	200 Woolery Lane Dayton OH 45415	6996 Taywood Rd. Englewood OH 45322	1,700
14.	Clearcreek Township	Scott Smith	937/748-3350	937/748-3252	7593 Bunnell Hill Rd. Springboro, OH 45066	7593 Bunnell Hill Rd. Springboro, OH 45066	1,800

Salt Delivery and Invoicing Addresses for 2018-2019 Salt Season

No.	Entity	Contact Name	Contact Telephone	Contact Fax No.	Delivery Addresses	Invoicing Addresses	Est. Tons
15.	Clermont County Engineer's Office	Todd Slone	513/732-8090	513/732-8055	1. Batavia Barn 4009 Filager Rd. Batavia, OH 45103 2. Buchanan House Barn 2460 State Rt. 743, Moscow, OH 45153 3. Miami Twp Barn 5900 McPicken Dr. Milford OH 45103	Clermont County Engineer's Office 2381 Clermont Center Drive Batavia, OH 45103	9,000
16.	Clinton Township	Dan Villa	614/452-0815 cell	614/476-9700	3820 Cleveland Ave. Columbus, OH 43224	3820 Cleveland Ave. Columbus, OH 43224	300
17.	Columbus Regional Airport Authority	Brad Ontrop Airfield Manager	614/239-3110	N/A	4605 Bridgeway Ave. Columbus OH 43219	4600 International Gateway Columbus OH 43219	300
18.	Concord Township	Joe Holloway	614/653-2482	740/881-5428	7860 Dublin Rd. Delaware, OH 43015	6385 Home Rd. Delaware, OH 43015	1,250
19.	Dayton City Schools	Terri Allen	937/542-3020	937/542-3590	2003 N. James McGee Blvd. Dayton, OH 45427	115 South Ludlow St. Dayton, OH 45402	300
20.	Dayton, City of	Mark Riley	937/333-4809	937/333-4816	911 E. Monument Ave. Dayton, OH 45402	911 E. Monument Ave. Dayton, OH 45402	10,000
21.	Dublin, City of	John Babyak	614/410-4718	614/761-6512	6351 Shier Rings Rd. Dublin, OH 43016	6555 Shier Rings Rd. Dublin, OH 43016	2,000
22.	Englewood, City of	Al Butler	937/836-5106, x401	937/836-0142	1111 Union Blvd. Englewood, OH 45315	333 W. National Rd. Englewood, OH 45322	1,500
23.	Evendale, Village of	Paula Schababerle	513/563-4338 513/403-9786	513/956-2690	2745 Glendale-Milford Rd. Cincinnati, OH 45241	10500 Reading Rd. Cincinnati, Ohio 45241	700
24.	Farmersville, Village of	Christopher Edds	937/478-0030	937/696-2996	44 Maple St. Farmersville, OH 45325	117 E. Walnut St. Farmersville, OH 45325	150
25.	Franklin County Engineer's Office	Jerry Mitchell	614/525-6034	614/525-3359	970 Dublin Rd. Columbus, OH 43215	970 Dublin Rd. Columbus, OH 43215	1,500
26.	Gahanna, City of	Russ Sims Streets and Utilities Superintendent	614/452-0625	614/342-4426	152 Oklahoma Ave. Gahanna, OH 43230	200 S Hamilton Rd. Gahanna, OH 43230	2,500

Salt Delivery and Invoicing Addresses for 2018-2019 Salt Season

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27.	Genoa Township	Bob Mathews	614/774-4929	614/568-2092	7049 Big Walnut Rd. Galena, OH 43021	7049 Big Walnut Rd. Galena, OH 43021	800
28.	German Township Road & Service Dept	Jeremy Holbrook	937/855-7881	937/855-4897	12102 State Route 725 Germantown, OH 45327	12102 State Route 725 Germantown, OH 45327	500
29.	Germantown, City of	Jonathan Moore Public Service Director	937/660-057 937/313-1843	937/855-3215	148 S. Water St. Germantown, OH 45327	75 N. Walnut St. Germantown, OH 45327	750
30.	Glendale, Village of	Tom Alderfer	513/771-7200 513/678-0207 cell	937/771-7318	528 E. Sharon Rd. Glendale, OH 45246	Village of Glendale 30 Village Square Glendale, OH 45246	400
31.	Goshen Township	Robert Seyfried Dave Steele	513/518-5797 Robert Seyfried 513/405-4880 Dave Steele	513/722-3100	6759 Francis Fagin Goshen, OH 45122	6757 Goshen Rd. Goshen, OH 45122	800
32.	Grandview Heights, City of	Steve McKnight	614/774-5474	614/481-6222	1525 Goodale Blvd Columbus, OH 43212	1525 Goodale Blvd Columbus, OH 43212	750
33.	Greater Dayton RTA	Joy DesLauriers	937/425-8610	937/425-8677	940 Veterans Blvd Dayton, OH 45402	4 South Main St. Dayton, OH 45402	300
34.	Greene County Engineer	W.T. Caldwell	937/562-7514	937/562-7510	615 Dayton-Xenia Rd. Xenia, OH 45385	615 Dayton-Xenia Rd. Xenia, OH 45385	7,500
35.	Harlem Township	Bart Walker	740/272-3983	740/965-1310	3784 Rich St. Galena, OH 43021	3883 S. State Route 605 Galena, OH 43021	275
36.	Harrison Township, Montgomery County	Jeff Mutter	937/274-6871	937/274-9157	1. 2409 Rector Ave. Dayton OH 45414 2. 4397 Payne Ave. Dayton OH 45414	2409 Rector Ave. Dayton, OH 45414	1,500
37.	Hilliard, City of	Dave Dale	614/334-2355	N/A	3770 Municipal Way Hilliard, OH 43026	3800 Municipal Way Hilliard, OH 43026	2,500
38.	Huber Heights, City of	Michael Gray	937/233-1562	937/233-4279	7020 Brandt Pike Huber Heights, OH 45424	7020 Brandt Pike Huber Heights, OH 45424	3,000
39.	Indian Hill, Village of	David Yeager	513/623-2722	513/831-3897	7100 Glendale-Milford Rd. Milford, OH 45150	6525 Drake Rd. Cincinnati, OH 45243	2,500

Salt Delivery and Invoicing Addresses for 2018-2019 Salt Season

No.	Entity	Contact Name	Contact Telephone	Contact Fax No.	Delivery Addresses	Invoicing Addresses	Est. Tons
40.	Jackson Township Montgomery County	Doug Pohl	937/824-0139	937/696-4402	49 E. Walnut St. Farmersville, OH 45325	49 E. Walnut St. Farmersville, OH 45325	200
41.	Jefferson Township, Road Dept.	Randy DeVilbiss	937/262-3591	937/262-3599	1495 S. Union Rd. Dayton, OH 45417	One Business Park Drive Dayton, OH 45417	700
42.	Kettering, City of	Greg Moore	937/296-2472	937/296-3245	1015 E. Dorothy Ln Kettering, OH 45419	2800 Acorn Drive Kettering, OH 45419	6,000
43.	Mad River Local Schools	Darlene Miller	937/237-4275	937/424-2985	1841 Harshman Rd. Dayton, OH 45424	801 Old Harshman Rd. Riverside, OH 45431	120
44.	Mason, City of	David Riggs	513/229-8580		3487 Mason-Morrow-Milgrove Rd. Mason, OH 45040	3900 S. State Route 741 Mason, OH 45036	5,000
45.	Miami County Engineers Office	Laura Penny	937/440-5656	937/440-5659	2100 North County Road 25A Troy, OH 45373	2100 North County Road 25A Troy, OH 45373	6,000
46.	Miami Township, Clermont County	John Musselman	513/248-3728 513/659-4664	513/248-5864	5900 McPicken Dr. Milford, OH 45150	6007 Meijer Dr. Milford, OH 45150	2,200
47.	Miami Township, Montgomery County	Wesley Wade Junior Cope	937/608-7366 937/479-3060	937/859-3537	10891 Wood Rd. Miami Township, OH 45342	10891 Wood Rd. Miami Township, OH 45342	3,000
48.	Miamisburg, City of	Justin Geer	937/603-4620	937/847-6634	600 N. Main St. Miamisburg, OH 45342	600 N. Main St. Miamisburg, OH 45342	3,500
49.	Middletown, City of	Charlie Anderson Jacob Burton	513/425-7953 513/425-7872	513/425-1877	400 N. Main St. Middletown, OH 45042	Street Dept. 400 N. Main St. Middletown, OH 45042	4,500
50.	Milford, City of	Ed Hackmeister	513/473-9317	513/248-5096	50 Bay Rd. Milford, OH 45150	745 Center St. Milford, OH 45150	700
51.	Monroe, City of	Warren Barnes	513/615-5488	513/422-7146	1000 Holman Ave. Monroe, OH 45050	Attn: Donna Turman P. O. Box 330 Monroe, OH 45050	3,000
52.	Montgomery County Engineer	Walter Arnold	937/837-2528	937/854-3413	1. 5625 Little Richmond Rd. Dayton, OH 45426 2. 2759 Diamond Mill Rd. New Lebanon, OH 45345 3. Butler Twp., 3710 W. National Rd. Dayton, Oh 45414	451 W. Third St. Room 800 Dayton, Oh 45422	10,000

Salt Delivery and Invoicing Addresses for 2018-2019 Salt Season

No.	Entity	Contact Name	Contact Telephone	Contact Fax No.	Delivery Addresses	Invoicing Addresses	Est. Tons
53.	Montgomery County Parks	Hank Stanley	937/776-8014	937/496-7470	455 Infirmary Rd. Dayton, OH 45427	455 Infirmary Rd. Dayton OH 45417	100
54.	Moraine, City of	Bryan Campbell	937/535-1041	937/535-1319	4720 Vance Rd. Moraine, OH 45439	4200 Dryden Rd. Moraine, OH 45439	1,500
55.	Mount Gilead, Village	Dan Rogers	419/946-1931	419/946-8111	Attn: Bill Swain 273 South St. Mount Gilead, OH 43338	72 W. High St. Mount Gilead, OH 43338	200
56.	New Albany, City of	Brian Strayer	614/855-0076	614/855-8585	7800 Bevehymmer Rd. New Albany, OH 43054	PO Box 188 New Albany, OH 43054	3,000
57.	New Carlisle, City of	Ron Wright	937/604-2094	937/845-2338	803 W. Jefferson St. New Carlisle, OH 45344	331 S. Church St. New Carlisle, OH 45344	300
58.	New Jasper Township	Doug McDaniel	937/694-4949	937/949-4453	750 S. New Jasper Station Rd. Xenia, OH 45385	3121 Jasper Rd. Xenia, OH 45385	200
59.	Oakwood, City of	David Shuey	937/298-0777	937/297-2919	210 Shafor Blvd. Oakwood, OH 45419	30 Park Ave. Oakwood, OH 45419	700
60.	Obetz, Village of	Kevin M. Hall	614/774-1559		4100 Orchard Lane Obetz, OH 43207	4175 Alum Creek Dr. Obetz, OH 43207	375
61.	Pierce Township	John Koehler Laura Waczovsky	513/947-2021 513/752-6262	513/753-8418	950 Locust Corner Rd. Cincinnati, OH 45245	950 Locust Corner Rd. Cincinnati, OH 45245	1,400
62.	Piqua, City of	Doug Harter	937/418-2976	937/778-2092	859 S. Main St. Piqua, OH 45356	201 W. Water St. Piqua, OH 45356	2,500
63.	Powell, City of	Silas Bowers	614/885-5380	614/885-5339	260 Adventure Park Dr Powell, OH 43065	47 Hall St. Powell, OH 43065	1,000
64.	Riverside, City of	Jay Keaton	937/684-7747		1791 Harshman Rd. Riverside, OH 45424	5200 Springfield St. Ste 100 Riverside, OH 45431	1,200
65.	Sharonville, City of	Mike Carlson	513/678-1556	513/563-0617	10900 Reading Rd. Sharonville, OH 45241	10900 Reading Rd. Sharonville, OH 45241	1,800

Salt Delivery and Invoicing Addresses for 2018-2019 Salt Season

No.	Entity	Contact Name	Contact Telephone	Contact Fax No.	Delivery Addresses	Invoicing Addresses	Est. Tons
66.	St. Bernard, Village of	Mike Wiedmann	513/242-0086	513/641-1840	5230 Vine St. St. Bernard, OH 45217	110 Washington Ave. St. Bernard, OH 45217	500
67.	Sugarcreek Township	Bill Harphant	937/848-8426	937/848-7060	2090 Ferry Rd. Sugarcreek, OH 45305	2090 Ferry Rd. Sugarcreek, OH 45305	1,000
68.	Tate Township	Ed Stanley	513/734-2384 513/646-4756 cell	513/734-2384	2655 Spring St. Bethel, OH 45106	2821 Dean Rd. Bethel, OH 45106	300
69.	Trenton, City of	Rob Leichman	513/200-9284		Public Works Garage 223 South Miami St. Trenton, OH 45067	11 East State St. Trenton, OH 45067	400
70.	Trotwood, City of	Johnny McCluskey Hope Figgers	937/837-1702	937/837-1502	2400 Olive Rd. Trotwood, OH 45426	3035 Olive Rd. Trotwood, OH 45426	2,000
71.	Union Township Licking County	Dave Cable	740/404-1119		1380 Beaver Run Rd. Hebron, OH 43025	P O Box 1208 Hebron OH 43025	150
72.	Union Township Trustees	Matt Taylor	513/753-2221	513-753-2690	4722 Summerside Rd. Cincinnati, OH 45245	4350 Aicholtz Rd. Cincinnati, OH 45245	2,400
73.	Union, City of	John Applegate	937/836-8624	937/836-1240	216 Shaw Rd. Union, OH 45322	118 N Main St. Union, OH 45322	600
74.	Vandalia, City of	Tammy Wendeln	937/415-2349	937/415-2394	97 Clubhouse Way Vandalia, OH 45377	333 James Bohanan Dr. Vandalia, OH 45377	2,000
75.	Walnut Township Fairfield County	Tim Morris	740/808-0500		11420 Millersport Rd. NE Millersport OH 43046	11420 Millersport Rd. NE Millersport OH 43046	300
76.	Washington Township (Montgomery County)	Ed Schwab	937/266-3230		8190 S. McEwen Rd. Dayton, OH 45458	8200 McEwen Rd. Dayton, OH 45458	3,500
77.	Washington Township (Clermont County)	Robin Brewer Alan Dodson	513/553-2072 (Robin) 513/316-3381 (Alan)	513/553-2975	Washington Township (Stockyard) 2225 State Route 756 Moscow, OH 45153	2238 State Route 756 Moscow, OH 45153	200
78.	West Carrollton, City of	Todd Pemberton	937/847-6075 937/673-9647cell	937/859-3366	250 N. Miami Ave. West Carrollton, OH 45449	300 E. Central Ave. West Carrollton, OH 45449	1,500

Salt Delivery and Invoicing Addresses for 2018-2019 Salt Season

No.	Entity	Contact Name	Contact Telephone	Contact Fax No.	Delivery Addresses	Invoicing Addresses	Est. Tons
79.	West Jefferson, Village of	Brian Farley	614/813-6674		81 N. Heath St. West Jefferson OH 43162	28 E. Main St. West Jefferson OH 43162	500
80.	West Milton, Municipality of	Ben Herron	937/698-1500	937/698-3900	125 N. Jefferson St. West Milton, OH 45383	701 S. Miami St. West Milton, OH 45383	300
81.	Whitehall, City of	Jeff Hart	614/205-7258	614/338-3119	4605 Poth Rd. Whitehall, OH 43213	360 S. Yearling Rd. Whitehall, OH 43213	4,000
82.	Williamsburg Township	Brian Tatman	513/638-9900	513/724-0780	222 N. 8 th St. Williamsburg, OH 45176	824 Gay St. Williamsburg, OH 45176	250
83.	Worthington, City of	Steven Tennant	614/374-7309	614/785-1885	380 Highland Ave. Worthington, OH 43085	380 Highland Ave. Worthington, OH 43085	2,000
84.	Xenia, City of	Ray Ferrell	937/376-7262	937/372-8151	966 Towler Rd. Xenia, OH 45385	107 E. Main St. Xenia OH 45385	1,500
85.	Xenia Township Board of Trustees	Jim Pile	937/239-0857		125 Fairground Rd. Xenia, OH 45385	8 Brush Row Rd. Xenia, OH 45385	800
86.	Wright Patterson AFB, Ohio **See item 15.0 in General Specifications	Brian Robinson	937/904-2390	937/656-2085	(1) Bldg 10879 Area A Wright-Patterson AFB (2) Bldg 20740 Area B Wright-Patterson AFB	Invoicing instructions will be in the individual orders	2,100