

# INVITATION TO BID

State of Ohio  
Department of Administrative Services  
General Services Division  
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER <b>0B103116</b>	OPENING DATE (1:00 p.m.) <b>APRIL 27, 2016</b>	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY STATE ZIP	
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ( )	TOLL FREE NO. 1 - ( )
		CONTACT PERSON	FAX NO. ( )
REQ./INDEX NO. TBD	BID NOTICE DATE 4/12/16	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)			
<input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____Days, Net 30 Days			
<b><u>PARTICIPATING AGENCY(IES):</u></b> DEPARTMENT OF ADMINISTRATIVE SERVICES, STATE AND FEDERAL SURPLUS SERVICES			
<b>ADDENDUM FOR CHANGE</b> <b>ADDENDUM NO.: 2</b> <b>REVISION DATE: 4/19/16</b>			
<b><u>THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES IS SOLICITING BIDS FOR:</u></b> <b>AUCTIONEER SERVICES, DAIRY CATTLE AND VARIOUS RELATED EQUIPMENT AND SUPPLIES</b>			
Attached is page 5 to this Invitation to Bid. Remove the corresponding page from the existing bid and replace with the attached.			
As indicated herein this addendum is issued to update the SCOPE and GENERAL REQUIREMENTS.			

SPECIFICATIONS

- I. **SCOPE:** The purpose of this Invitation to Bid (ITB) is to secure the services of a qualified auctioneer for the Department of Administrative Services, State and Federal Surplus Services to manage the sale of dairy cattle and equipment used in dairy production as described herein. \*The dairy cattle and equipment auctions are intended to be held at four (4) locations; Pickaway Correctional Institution, Chillicothe Correctional institution, London Correctional Institution and Lebanon Correctional Institution.
- II. **BACKGROUND:** DRC is phasing out farm operations and will redirect resources to meet the core mission of the agency. By focusing on programs inside facilities, DRC can provide more resources to improve safety and give inmates meaningful, in-demand job training and preparedness which will contribute to the reduction of crime in Ohio by providing an individual with greater tools for successful reentry into society. The State of Ohio makes no guarantee as to the amount of property to be sold and/or proceeds from each auction.
- III. **APPLICABLE DOCUMENTS:**  
 Ohio Administrative Code (OAC), Chapter 901:8-2 – Auctioneers, Apprentice Auctioneers and Auction Companies  
<http://codes.ohio.gov/oac/901%3A8-2>
- IV. **GENERAL REQUIREMENTS:**
  - A. General Requirements
    - 1. The auction will be a complete dairy herd dispersal of Holstein Black and White cattle, including cows in all stages of lactation, bred, open cows, dry cows, bred heifers, open heifers and calves, closed herd with DHI records.
    - 2. \*Proposed dates and locations for the auctions are listed in the chart below. The auctions must be completed by June 9, 2016. Auctions shall be held during normal business hours, 7:00AM to 5:00PM EST. Unavailability of, cancellation by or failure to perform a scheduled auction date by the Contractor may result in the termination of the contract and the assessment of liquidated damages against the Contractor.

DATE	SITE	ESTIMATED NUMBER OF DAIRY CATTLE
May 24, 2016	Pickaway Correctional Institution (PCI) 11781 OH-762 Orient, OH 43146	260
May 25, 2016	Chillicothe Correctional Institution (CCI) 15802 OH-104 Chillicothe, OH 45601	169
June 8, 2016	Lebanon Correctional Institution (LECI) 3791 OH-63 Lebanon, OH 45036	184
June 9, 2016	London Correctional Institution (LOCI) 1580 State Route 56 SW London, OH 43140	322

- 3. At a minimum, the Contractor will provide notification to the Ohio Cattlemen’s Association, the Ohio Cattlewomen’s Association, the Ohio Beef Council, the Ohio Dairy Producers Association, and the American Dairy Association. In addition, newspaper advertisements will be published in coordination with the list below;
  - a. Chillicothe Auction – Chillicothe Gazette
  - b. Lebanon Auction – Middletown Journal
  - c. London Auction – Madison Press
  - d. Pickaway Auction – Circleville Herald

\*Indicates change.