

**CITY OF SOUTH BEND, INDIANA**  
**CONTRACTOR'S BID FOR PUBLIC WORK**

Project Name 2026 Street & Sewer Material Bid  
Project No. 126-015  
For Bids Due April 14, 2026, 9:00 a.m., Local Time

**PART I**

(Must be completed for all bids. Please type or print)

Date: 4/2/2024 Bidder (Firm): PENN SOILS LLC  
Address: 14760 DOUGLAS ROAD  
City/State/Zip: MISHAWAKA IN 46545 telephone Number: (574) 800-1840

Agent of Bidder (if Applicable): TRACY MCKENZIE, OFFICE MANAGER  
Pursuant to notices given, the undersigned offers to furnish labor and/or material necessary to complete the public works project of:

Division B, Aggregate Materials - Item # B-5 - TOPSOIL

the City of South Bend, Indiana, in accordance with plans and specifications prepared by:

TRACY MCKENZIE - PENN SOILS LLC

and dated 4/2/2024 for the sum of (enter the Total Bid as shown on the Proposal)

TEN THOUSAND SEVEN HUNDRED TEN DOLLARS (\$ 10,710.00 )  
(Enter sum of Division shown on Proposal) (Numerical)

The undersigned further agrees to furnish a bond or certified check with this bid for an amount specified in the notice of the letting. If alternative bids apply, the undersigned submits a proposal for each in accordance with the notice. Any addendums attached will be specifically referenced at the applicable page.

If additional units of material included in the contract are needed, the cost of units must be the same as that shown in the original contract if accepted by the City of South Bend. If the bid is to be awarded on a unit basis, the itemization of the units shall be shown on a separate attachment.

By \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name of Person Signing)

**ACCEPTANCE**

The above bid is accepted this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Subject to the following conditions: \_\_\_\_\_

**BOARD OF PUBLIC WORKS**

\_\_\_\_\_  
Elizabeth A. Maradik, President

\_\_\_\_\_  
Joseph R. Molnar, Vice President

\_\_\_\_\_  
Murray L. Miller, Member

\_\_\_\_\_  
Breana N. Micou, Member

\_\_\_\_\_  
Abigail E. Magas, Member

\_\_\_\_\_  
Attest: Hillary R. Horvath, Clerk



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This bid will be awarded to the lowest responsible bidder for each line item or Division, dependent on the needs of the City of South Bend. The Contractor does not need to supply unit prices for all items in each Division to be eligible for award.

**DIVISION A - PCC MATERIALS**

Item No.	Description	Estimated Quantity	Unit	Unit Price
A-1	Class A Concrete	2500	CY	\$
A-2	Class A High Early	800	CY	\$
A-3	7 Bag Mix	600	CY	\$
A-4	High Early Concrete w/ Integral Color - Black	650	CY	\$
A-5	Flowable Fill, Removable	350	CY	\$
A-6	Non-Chloride Accelerator added to concrete – 0.5%	325	EA CY	\$
A-7	Non-Chloride Accelerator added to concrete – 1%	1000	EA CY	\$
A-8	Non-Chloride Accelerator added to concrete – 2%	2100	EA CY	\$



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**DIVISION B - AGGREGATE MATERIALS**

Item No.	Description	Estimated Quantity	Unit	Unit Price
B-1	No. 23 Sand	5000	TON	\$
B-2	No. 53 Gravel	1000	TON	\$
B-3	No. 53 Recycled Concrete	7500	TON	\$
B-4	No. 53 Slag	1000	TON	\$
B-5	Topsoil	700	TON	\$ 15.30
B-6	No. 11 Slag Chip Stone	1000	TON	\$

**DIVISION C - SEWER MATERIALS - CASTINGS**

Item No.	Description	Estimated Quantity	Unit	Unit Price
C-1	Manhole Cover and Frame: EJ 1040A, Neenah R-1642, or approved equal (Circle One)	100	EA	\$
C-2	Catch Basin Cover & Frame: EJ 1020-M1, Neenah R-1646, or approved equal (Circle One)	100	EA	\$



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**DIVISION D - SEWER MATERIALS**

Item No.	Description	Estimated Quantity	Unit	Unit Price
D-1	MH Riser 20 3/4" D – 1"R – 7/8"L	40	EA	\$
D-2	MH Riser 20 3/4" D – 1 1/2"R – 7/8"L	40	EA	\$
D-3	MH Riser 20 3/4" D – 2"R – 7/8"L	20	EA	\$
D-4	MH Riser 20 3/4" D – 2 1/2"R – 7/8"L	10	EA	\$
D-5	MH Riser 21 3/4" D – 1"R – 1 3/8"L	20	EA	\$
D-6	MH Riser 21 3/4" D – 1 1/2"R – 1 3/8"L	30	EA	\$
D-7	MH Riser 21 3/4" D – 2"R – 1 3/8"L	30	EA	\$
D-8	MH Riser 22 1/8" D – 2"R – 1 1/4"L	20	EA	\$
D-9	MH Riser 22 1/8" D – 3"R – 1 1/4"L	20	EA	\$
D-10	MH Riser 22 1/4" D – 1"R – 1 1/2"L	30	EA	\$
D-11	MH Riser 22 1/4" D – 1 1/2"R – 1 1/2"L	30	EA	\$



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**DIVISION D - SEWER MATERIALS - CONTINUED**

<b>Item No.</b>	<b>Description</b>	<b>Estimated Quantity</b>	<b>Unit</b>	<b>Unit Price</b>
D-12	MH Riser 23" D – 1"R – 1 3/4"L	30	EA	\$
D-13	MH Riser 23" D – 1 1/2"R – 1 3/4"L	20	EA	\$
D-14	MH Riser 23" D – 2"R – 1 3/4"L	40	EA	\$
D-15	MH Riser 23 5/8" D – 1 1/2"R – 1 1/8"L	10	EA	\$
D-16	MH Riser 23 5/8" D – 2"R – 1 1/8"L	10	EA	\$
D-17	MH Riser 23 5/8" D – 1"R – 1 1/2"L	20	EA	\$
D-18	MH Riser 23 5/8" D – 1 1/2"R – 1 1/2"L	25	EA	\$
D-19	MH Riser 23 5/8" D – 2"R – 1 1/2"L	20	EA	\$
D-20	MH Riser 23 5/8" D – 2 1/2"R – 1 1/2"L	20	EA	\$



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**DIVISION E - TRAFFIC MATERIALS**

<b>Item No.</b>	<b>Description</b>	<b>Estimated Quantity</b>	<b>Unit</b>	<b>Unit Price</b>
E-1	High Build Fast Dry Waterborne Traffic Marking Paint – White	2200	GAL	\$
E-2	High Build Fast Dry Waterborne Traffic Marking Paint – Yellow	2200	GAL	\$
E-3	High Build Fast Dry Waterborne Traffic Marking Paint – Blue	50	GAL	\$
E-4	High Build Fast Dry Waterborne Traffic Marking Paint – Green	50	GAL	\$
E-5	Pavement Marking Beads, Standard	40000	LBS	\$

**DIVISION F - SNOW REMOVAL MATERIALS**

<b>Item No.</b>	<b>Description</b>	<b>Estimated Quantity</b>	<b>Unit</b>	<b>Unit Price</b>
F-1	Beet Juice Concentrate	20,000	GAL	\$



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**DIVISION G – STREET MATERIALS**

Item No.	Description	Estimated Quantity	Unit	Unit Price
G-1	AE-T Tack	25,000	GAL	\$
G-2	RS-2	25,000	GAL	\$
G-3	Crack Sealant	72,000	LBS	\$

Bidder (Firm): PENN SOILS LLC

Address: 14760 DOUGLAS ROAD

City/State/Zip: MISHAWAKA IN 46545 Telephone Number: (574) 800-1840

By *Tracy McKenzie*  
 (Signature)  
TRACY MCKENZIE  
 (Printed Name of Person Signing)



**CITY OF SOUTH BEND, INDIANA**  
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**CHECKLIST FOR BIDDERS**

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From time to time the South Bend Board of Public Works finds it necessary to reject a bid because it does not comply with statutory requirements. In preparing your bid, please use the following checklist in order to make sure that your bid is done in the proper manner.

- N/A Proper bid security included. The bidder has the option of providing either a Certified Check or Bid Bond. **NOT REQUIRED**
  
- ✓ PS Bid prepared on the City of South Bend Contractor's Bid for Public Work Form, completely executed.
  
- ✓ PS Contractor's Non-Collusion and Non-Debarment Affidavit, Certification Regarding Investments with Iran, Employment Eligibility Verification, Non-Discrimination Commitment, and Certification of use of United States Steel Products or Foundry Products.
  
- N/A Proof of M/WBE Utilization Plans [MBE-1.0 and WBE-1.0]. Also provide Evidence of Good Faith Efforts Forms [MBE-2.0 and WBE-2.0] and M/WBE Contacted Forms [MBE-2.1 and WBE-2.1]. **NOT REQUIRED**
  
- ✓ PS Acknowledge Receipt of \_\_\_\_\_ Addendum(s) included with the bid.
  
- ✓ PS All required additional information is included with the bid.
  
- ✓ PS Proposal statements and other affidavits all signed by the proper party with name either printed or typed underneath signature.
  
- ✓ PS This checklist submitted with the Bid.

**This checklist is provided for bidder's use in assuring compliance with required documentation; however, it does not include all specifications requirements and does not relieve the bidder of the need to read and comply with the specifications.**

Bidder: PENN SOILS LLC Date: 4/2/2026

By Authorized Representative:  
Signature: Tracy McKenzie  
Print Name & Title: TRACY MCKENZIE OFFICE MANAGER

## **PART II**

(For projects of \$100,000 or more – IC 36-1-12-4)

These statements to be submitted under oath by each bidder with and as part of his/her/its bid.

Attach additional pages for each section as needed.

### **SECTION I EXPERIENCE QUESTIONNAIRE**

1. Attach information regarding projects your organization has completed for the period of one (1) year prior to the date of the current bid.
2. Attach a listing of public works projects currently in process of construction by your organization.
3. Attach information regarding any failure to complete any work awarded to you and the location thereof.
4. Attach references from private firms for which you have performed work.

### **SECTION II PLAN AND EQUIPMENT QUESTIONNAIRE**

1. Attach an explanation of your plan or layout for performing proposed work. (Examples could include a narrative of when you could begin work, complete the project, number of workers, etc. and any other information which you believe would enable the City of South Bend to consider your bid.)
2. Attach a listing of the names and addresses of all subcontractors (i.e. persons or firms outside your own firm who have performed part of the work) that you have used on public works projects during the past five (5) years along with a brief description of the work done by each subcontractor.
3. If you intend to sublet any portion of the work, attach the name and address of each subcontractor, equipment to be used by the subcontractor, and whether you will require a bond. However, if you are unable to currently provide a listing, please understand a listing must be provided prior to contract approval. Until the completion of the proposed project, you are under a continuing obligation to immediately notify the City of South Bend in the event that you subsequently determine that you will use a subcontractor on the proposed project.
4. Attach a listing of equipment you have available to use for the proposed project.
5. Have you entered into contracts or received offers for all materials which substantiate the prices used in preparing your proposal? If not, attach an explanation for the rationale used which would corroborate the prices listed.

### **SECTION III CONTRACTOR'S FINANCIAL STATEMENT**

Attachment of bidder's financial statement is mandatory. Any bid submitted without said financial statement as required by statute shall thereby be rendered invalid. The financial statement provided hereunder to the City of South Bend awarding the contract must be specific enough in detail so that said City of South Bend can make a proper determination of the bidder's capability for completing the project if awarded.



Contractor agrees that he/she/it shall enroll in and verify the work eligibility status of all of Contractor's newly hired employees through the E-Verify Program as defined by I.C. 22-5-1.7-3. Contractor's documentation of enrollment and participation in the E-Verify Program is included and attached as part of this bid/quote; and

5. Contractor shall require his/her/its subcontractors performing work under this public contract to certify that the subcontractors do not knowingly employ or contract with an unauthorized alien, nor retain any employee or contract with a person that the subcontractor subsequently learns is an unauthorized alien, and that the subcontractor has enrolled in and is participating in the E-Verify Program. The Contractor agrees to maintain this certification throughout the term of the contract with the City of South Bend, and understands that the City may terminate the contract for default if the Contractor fails to cure a breach of this provision no later than thirty (30) days after being notified by the City.

6. Persons, firms, partnerships, corporations, associations, or joint venturers awarded a contract by the City of South Bend through its agencies, boards, or commissions shall not discriminate against any employee or applicant for employment in the performance of a City contract with respect to hire, tenure, terms, conditions, or privileges of contract or employment, or any matter directly or indirectly related to contracting or employment because of race, sex, religion, color, national origin, ancestry, gender expression, gender identity, sexual orientation, or due to age or disability that does not affect that person's ability to perform the work.

In awarding contracts for the purchase of work, labor, services, supplies, equipment, materials, or any combination of the foregoing including, but not limited to, public works contracts awarded under public bidding laws or other contracts in which public bids are not required by law, the City, its agencies, boards, or commissions will consider the Contractor's good faith efforts to obtain participation by those subcontractors certified by the State of Indiana as a Minority Business ("MBE") or as a Women's Business Enterprise ("WBE") as a factor in determining the lowest, responsible, responsive bidder.

Contractors seeking the award of a City contract cannot be required to award a subcontract to an MWBE; however, they may not unlawfully discriminate against said MBE/WBE. On goal-eligible contracts, Contractors are required to either meet both MBE and WBE utilization goals or demonstrate that the Contractor has made good faith efforts to obtain participation from MBE and WBE subcontractors. A finding of noncompliance or a discriminatory practice shall prohibit that Contractor from being awarded a City contract for a period of one (1) year from the date of such determination, and such determination may also be grounds for terminating the contract to which the discriminatory practice or noncompliance pertains.

7. The undersigned Contractor agrees that the following nondiscrimination commitment shall be made a part of any contract which it may henceforth enter into with the City of South Bend, Indiana or any of its agencies, boards or commissions.

Contractor agrees not to discriminate against or intimidate any employee or applicant for employment in the performance of this contract with privileges of employment, or any matter directly or indirectly related to employment, because of race, religion, color, sex, gender expression, gender identity, sexual orientation, handicap, national origin or ancestry. Breach of this provision may be regarded as material breach of contract.

I, the undersigned bidder or agent as contractor on a public works project, understand my statutory obligations to the use of steel products or foundry products made in the United States (I.C. 5-16-8-1). I hereby certify that I and all subcontractors employed by me for this project will use steel products or foundry products made in the United States on this project if awarded. I understand I have an affirmative duty to notify the City in my bid that my proposal does not include the use of steel products or foundry products made in the United States. I understand it is my sole obligation and responsibility to provide a justification to the City, subject to review and approval, why the cost of United States made steel or foundry products is unreasonable. Prior to award and upon submission of bid which does not use steel products or foundry products made in the United States, the City, through its director of public works, shall make a determination if the price of United States made steel or foundry is unreasonable. I understand that violations hereunder

may result in forfeiture of contractual payments.

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I hereby affirm under the penalties of perjury that the facts and information contained in the foregoing bid for public works are true and correct.

Dated this 2 day of April, 2026

PENN SOILS LLC

Contractor/Bidder (Firm)

Tracy McKenzie  
Signature of Contractor/Bidder or Its Agent

Tracy MCKENZIE - Office Manager  
Printed Name and Title



CARRIE LYNN HEAVNER, Notary Public  
St. Joseph County, State of Indiana  
Commission Number NP0725478  
My Commission Expires February 27, 2028

Subscribed and sworn to before me this 2 day of April, 2026

My Commission Expires Feb 27, 2028

Carrie Lynn Heavner  
Notary Public

County of Residence St Joseph