

SECTION 1: INVITATION TO BID

City of Maple Valley

Lake Wilderness Beach House (22500 SE 248th St. at Wilderness Lake)

Sealed bids will be received by the City of Maple Valley, Washington, at the reception desk located at 22017 SE Wax Road, Suite 200, Maple Valley, Washington until 11:00 AM March 7, 2018. Bids arriving after 11:00 AM on March 7, 2018, will not be considered. Bids will be opened and publicly read at 11:05 AM, March 7, 2018, at:

Maple Valley City Hall
22017 SE Wax Road, Suite 200
P O Box 320
Maple Valley, WA 98038

All bid proposals shall be accompanied by a bid proposal deposit in cash, certified check, cashier's check, or surety bond in an amount equal to five percent (5%) of the amount of such bid proposal. Should the successful bidder fail to enter into such contract and furnish satisfactory performance bond within the time stated in the specifications, the bid proposal deposit shall be forfeited to the City of Maple Valley.

When evaluating bids, consideration will be given to contractors and suppliers who propose the use of recycled products and/or recyclable products, provided they meet the specifications for such products as set forth in the specifications and plans. Contractors and suppliers are encouraged to print on both sides of pages whenever practicable and to use recycled paper when submitting correspondence, reports, and proposals to the City.

This Invitation to Bid may be canceled at the discretion of the City Clerk. If the invitation is canceled, notice of cancellation will be sent to all parties who have received an Invitation to Bid or picked up a bid package. The notice will briefly state the reason for cancellation.

No bidder may withdraw his/her bid within 45 days after the actual date of the bid opening.

Small business and minority-owned businesses are encouraged to submit bids. No minimum level of participation for small businesses has been established for purpose of this solicitation.

DESCRIPTION OF WORK

The work for which bids will be received consists of:

- Demolition of the existing Beach House and concrete plaza
- Construction of a new Beach House and plaza, with restrooms, concessions, lifeguard office, boat rental, and boat storage.
- Landscaping and site work associated with the new construction.
- Completing all incidental items necessary to achieve the requirements listed above and shown in the contract documents

BID DOCUMENTS:

Free-of-charge access to bid documents is provided by going to www.bxwa.com and clicking on "Posted Projects," "Public Works Roster," and "City of Maple Valley." This online plan room provides Bidders with fully usable online documents with the ability to: download, view, print, order full/partial plan sets from numerous reprographic sources, and a free online digitizer/take-off tool. It is recommended that Bidders "Register" in order to receive automatic e-mail notification of future addenda and to place themselves on the "Self-Registered Bidders List". Bidders that do not register will not be automatically notified of addenda and will need to periodically check the on-line plan room for addenda issued on this project. Contact Builders Exchange of Washington at 425-258-1303 should you require assistance.

The Contractor will be required to comply with all local, state, and federal laws and regulations pertaining to equal employment opportunities. The successful bidder will be required to pay prevailing wages for the work performed.

The City anticipates awarding this project to the successful bidder and intends to give Notice to Proceed as soon as the Contract and all required associated documents are executed in full.

The City retains the right to reject any and all bids and to waive minor irregularities in the bidding process.

Dated at Maple Valley, Washington, this 14th day of February 2018

SHAUNNA LEE-RICE, City Clerk

SECTION 2: INFORMATION TO BIDDERS

DESCRIPTION OF WORK

The City of Maple Valley intends to replace the Beach House located on Wilderness Lake at Lake Wilderness Park in Maple Valley, Washington. A more detailed description of work is contained in Section 1: Invitation to Bid.

PROJECT LOCATION

22500 SE 248th St. at Wilderness Lake (Lake Wilderness Park) in Maple Valley, Washington 98038.

SCHEDULE

The completion time for all work on this project will be **90 working days** after Notice to Proceed. This time includes material procurement time.

2. SPECIFIC PROPOSAL REQUIREMENTS

- Provide line item pricing
- Provide schedule estimate
- Conformance to the City of Maple Valley insurance and contracting requirements

3. EXAMINATION OF PLANS, SPECIFICATIONS AND SITE

Before submitting the bid, the Contractor shall carefully examine the Plans and the entire contents of the Contract Documents prepared for the Work so as to be thoroughly familiar with all the requirements. The Contractor shall visit the site of the Work to acquaint itself with all of the conditions affecting the Contract including site topography, traffic control requirements, proximity to park amenities and activities requirements, the obstacles which may be encountered, and all other conditions relative to the Work to be performed; including the availability and cost of labor, and available facilities for transportation, handling, and storage of materials and equipment.

4. AVAILABLE DOCUMENTS

The following are included in the attached Appendix:

- Geotechnical Report
- Hazardous Materials Report

5. SITE INSPECTION

The site is located in a public park and is open for access during park hours.

6. INTERPRETATION OF CONTRACT DOCUMENTS

If any person contemplating submitting a bid for the proposed Contract is in doubt as to the true meaning of any part of the Plans, Specifications, or other Contract Documents, or finds discrepancies in or omissions from the Plans or Specifications, they may submit to the Owner a written request for any interpretation or correction thereof. Requests shall be sent in writing via facsimile to Greg Brown, Capital Projects Manager at least three days prior to the bid opening. The person submitting the request will be responsible for its prompt delivery. Any interpretation or correction of the Contract Documents will be made only by addendum. Bidders must place themselves on the "self-Registered Bidders List" in order to receive automatic e-mail notification of addenda.

7. QUALIFICATION OF BIDDER

In the award of bids, considerations shall be given to such matters as contractor integrity, record of past performance, financial and technical resources, and accessibility to other necessary resources. The City Council of the City of Maple Valley reserves the right to reject any and all bids, to waive any informality in the bidding, and to make the award to the lowest responsible bidder as determined by the City. A bidder will be deemed not responsible if the bidder does not meet the statutory bidder responsibility criteria in RCW 39.04.350(1), as amended. The lowest responsible bidder is the one with the lowest price, but the following supplemental criteria may be taken into consideration in making the overall determination of the lowest responsible bid:

- (1) The ability, capacity, and skill of the bidder to perform the contract or provide the service required.
- (2) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- (3) Whether the bidder can perform the contract within the time specified;
- (4) The quality of performance of previous contracts or services;
- (5) The previous and existing compliance by the bidder with laws relating to the contract or services.

When requested by the City, bidders shall furnish acceptable evidence of their ability to perform such as; proof that the bidder has, or is able to lease, the necessary equipment, supplies and facilities; and the bidder's ability to obtain the necessary personnel. Refusal to provide such information upon request may cause the bid to be rejected.

If the City determines the bidder does not meet the bidder responsibility criteria above and is therefore not a responsible bidder, the City shall notify the bidder in writing, with the reasons for its determination. If the bidder disagrees with this determination, it may appeal the determination within 24 hours of receipt of the

City's determination by presenting its appeal to the City. The City will consider the appeal before issuing its final determination. If the final determination affirms that the bidder is not responsible, the City will not execute a contract with any other bidder until at least two business days after the bidder determined to be not responsible has received the final determination.

8. PREPARATION OF PROPOSALS

All proposals shall be submitted on the Proposal form provided in these Contract Provisions.

Bidders must bid on all items contained in the Proposal. Contract award will be determined based on the lowest responsible bid.

THE BIDDER'S ATTENTION IS ESPECIALLY CALLED TO THE FOLLOWING FORMS WHICH MUST BE EXECUTED IN FULL AND SUBMITTED WITH THE BID:

Proposal

The unit bid prices must be shown in the space provided. Bidders must bid on all items contained in the proposal. The omission or deletion of any bid item will be considered non-responsive and shall be cause for rejection of the bid. The completed proposal must be filled in and signed by the bidder.

Bid Security/Bid Bond

This form is to be executed by the Bidder and the surety company unless bid is accompanied by a cashier's check or certified check. The amount of the bid security/bid bond shall be not less than five percent (5%) of the total base bid, including sales tax, if applicable, and may be shown in dollars or on a percentage basis.

Non-Collusion Affidavit

This form must be completed, signed, and notarized.

9. SUBMITTING PROPOSALS

Each proposal shall be submitted in a sealed envelope bearing on the outside the name and address of the Bidder and addressed to the Owner, naming the Project for which the bid is submitted. Also, there shall appear conspicuously on the envelope the statement: "Lake Wilderness Dock Renovation Project, 22500 SE 248th Street at Lake Wilderness Park –To Be Opened at **11:05 a.m. on March 7, 2018**. It shall be the sole responsibility of the Bidder to see that his/her bid is received by the proper time. Any bid received after the scheduled time for opening bids will be returned to the Bidder unopened. The decision as to whether or not bids that have been delayed in the mail will be opened and considered shall rest with the Owner.

10. MODIFICATION OR WITHDRAWAL OF PROPOSALS

No alterations in proposals or in the printed forms therefore, by erasures, deletions, or interpolations, will be acceptable unless each alteration is signed or initialed by the person signing the bid; if initialed, the Owner may require the Bidder to identify the alteration so initialed.

Changes in or additions to the bid form, recapitulations of the work bid upon, alternative proposals, or any other modifications of the bid form, which are not specifically called for in the Contract Documents, may result in the Owner's rejection of the bid as not being responsive to the invitation. No oral or telephonic modification of any bid submitted will be considered and a telegraphic modification may be considered only if the postmark evidences that a confirmation of the telegram duly signed by the Bidder was placed in the mail prior to the opening of the bids.

Any Bidder may withdraw his/her bid, either personally, by written request, or by telegraphic request confirmed in the manner specified above, at any time prior to the scheduled closing time for receipt of bids.

11. ACCEPTANCE OF PROPOSAL

The City reserves the privilege of rejecting all bids and/or not making an award. The award of the Contract, if made by the City, will be made to the qualified Bidder submitting the lowest responsible bid.

Bids will be evaluated by the City to determine which bid is the lowest responsible bid by a responsive bidder. An award will be based on criteria as outlined herein:

- A. Responsiveness - The City will consider all the material submitted by the bidder to determine whether the bid is in compliance with the bid documents. Any bid that does not reasonably comply with the instructions may be rejected as incomplete, and may be declared unresponsive.
- B. Bidder Responsibility Criteria – It is the intent of the City to award to the low responsible bidder. Before award, the bidder must meet the bidder responsibility criteria set forth in Section 7, herein, to be considered a responsible bidder.

12. BID AND PERFORMANCE GUARANTEES

Each bid shall be accompanied by a bid security/bid bond in the amount and form specified in the Call for Bids as evidence of good faith and as a guarantee that if awarded the Contract, the Bidder will execute the Contract and give bond as required. The successful Bidder's bid security/bid bond will be retained until he/she has entered into a satisfactory Contract and furnished the required 100% (one hundred percent) Performance Bond. The Owner reserves the right to hold the certified checks, cashier's checks, or bid bonds for the three (3) lowest

responsible bidders until the successful Bidder has entered into a Contract and furnished a Performance Bond.

Bid Bonds executed in the amount, form, and manner specified shall be furnished by a Corporate Surety satisfactory to the Owner and licensed to do business in Washington State. The bid bond must specify that the Surety agrees to be bound by the laws of the State of Washington and agrees to be subject to the jurisdiction of the State of Washington. Should the successful Bidder fail to enter into a Contract and give a performance bond within fourteen (14) calendar days after the Notice of Award, the Bidder shall pay the Owner as liquidated damages the amount specified in the bid security/bid bond.

13. CONTRACT CHECKLIST

The following forms are to be executed by the successful Bidder within ten (10) days after the contract is awarded. Some of the forms are included in the Contract Documents and should be carefully examined by the Bidder.

a. Public Works Agreement

Two (2) original counterparts to be executed by the successful Bidder.

b. Performance and Payment Bond

Two (2) original counterparts to be executed by the successful Bidder and his/her surety company.

c. Certificate of Insurance and Copy of Insurance Endorsement Policy

To be executed by an acceptable insurance company with a current A.M. Best rating of not less than A:VII. Insurance requirements are separately addressed in the Owner's Public Works Agreement.