



CITY OF SUMNER
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Public Works Department
Bill Pugh P.E., Director

**REQUEST FOR BIDS
SMALL PUBLIC WORKS PROJECT**

**Bids are due by September 16th by 12:00 noon
Prevailing Wages are required to be paid**

Your firm expressed interest in submitting a bid on the project referenced below. Please examine the enclosed sample contract documents and contract specifications carefully so that you will be familiar with the requirements of the Small Public Works Contract.

PROJECT TITLE: CIP 08-13 Riverside Trail Phase II, Hazardous Tree Removal

Description of Work

The work involves cutting down six (6) hazardous trees along the newly constructed Riverside Trail. The trees are going to be left in place and will need to be logged in a manner that will not impact the new trail. Access to the area will be limited to light duty equipment (1/2 ton truck). The work is further described in the Exhibit and Plans attached with this Request for Bids.

All work shall be completed in conformance with the 2008 WSDOT *Standard Specifications for Road, Bridge, and Municipal Construction*, and the City of Sumner Standards. Please note that State Sales Tax – Rule 170, as specified in the WSDOT Specification 1-07.2(2), is in effect for this project.

Project Location

Between the Fryar Bridge and Tacoma Ave Bridge.

Site Visit

Although not mandatory, the contractor is strongly encouraged to visit the site to make certain they are aware of all site conditions.

Engineer's Estimate

The base bid engineer's estimate is between \$5,000 and \$10,000.

Addenda

Bidders are responsible to check the City of Sumner website at www.ci.sumner.wa.us/government/public_works_smallworks.htm for the issuance of any addenda prior to submitting a bid.

Bid Submittal

Bids must be submitted on the enclosed Proposal (Exhibit A) and be completed in the itemized format for each item of work and material required to produce the finished product(s). This project is subject to sales tax, which should be listed in the bid as a separate item. The current sales tax rate for Sumner is 9.3%.

Bids must be faxed to Kathy Dorosz, Public Works Administrative Assistant, at 253.299.5539 **no later than September 16th by 12:00 noon.**

A formal bid opening will not be held. Upon selection of a contractor, a summary of all bids received for this project will be available on the City of Sumner website at www.ci.sumner.wa.us.

The Contractor selected for the improvements will be required to provide a break down of all the costs associated with each of the lump sum items listed in Exhibit A.

Prevailing Wages

This project is subject to all provisions of RCW 39.12. A copy of the applicable prevailing wage schedule will be furnished upon request or can be obtained at Labor and Industries website at www.lni.wa.gov/TradesLicensing/PrevailingWage/RateDatabase/RatesTrade/default.asp.

No payment shall be issued until the City receives a "Statement of Intent to Pay Prevailing Wages" form, approved by the State Department of Labor and Industries from the Contractor and each and every Subcontractor. No final payment or release of any retainage will be made until the City receives an "Affidavit of Wages Paid" form, approved by the State Department of Labor and Industries from the Contractor and each and every Subcontractor.

Industrial Insurance (Workers Comp)

All Contractors and Subcontractors are required to pay industrial insurance for all employees involved in the performance of the work described herein. Failure to pay will be a breach and justify a demand on the contract bond. This obligation survives final acceptance. Industrial Insurance rates may be found on the web at www.lni.wa.gov/ClaimsInsurance/RatePremium/About/Rates/default.asp.

Insurance

Contractor shall procure and keep in force during the term of this contract Commercial General Liability insurance on an occurrence basis in an amount not less than \$1,000,000 per occurrence and at least \$2,000,000 in the annual aggregate, including but not limited to premises/operations (including off-site operations), blanket contractual liability and broad form property damage. Prior to the Contractor performing any work under this contract, Contractor shall provide the City with a Certificate of Insurance evidencing the insurance required and, by endorsement to Contractor's liability policy(ies), naming the City of Sumner, its officers, employees and agents as Additional Insureds.

The Contractor agrees to repair and replace all property of the City and all property of others damaged by itself, its employees, and subcontractors, and agents.

It is understood that the whole of the work under this contract is to be done at the Contractor's risk and that he has familiarized itself with the conditions of excavation, backfill, materials, climatic conditions, and other contingencies likely to affect the work and has made its bid accordingly and that he is to assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

City of Sumner Business License

A current City of Sumner Business License is required prior to performing work in the City of Sumner. You may obtain an application form by visiting the City of Sumner website at www.ci.sumner.wa.us.

Bid Award

In addition to the quoted price, the contract for this project will be awarded to the lowest responsible bidder based on the bidder's ability, capacity and skill to perform the required work within the specified time, the quality of the bidder's performance of previous contracts or services and the bidder's compliance with laws relating to the contracts or services.

The City of Sumner shall issue a contract to the successful bidder. Work may proceed when the following conditions have been met:

- The contract has been fully executed by both parties
- A Certificate of Insurance together with a CG2010 endorsement of equivalent has been found acceptable by the City Attorney
- A Contract Bond has been executed
- A Statement of Intent to Pay Prevailing Wages, approved by the State Department of Labor and Industries has been received from the Contractor and each and every Subcontractor
- Proof of Business Licenses

The City of Sumner reserves the right to reject any or all bids, waive technicalities or irregularities and to accept any bid if such action is believed to be in the best interest of the City.

Retainage

Pursuant to RCW 60.28, a sum of five percent (5%) of the monies earned by the Contractor will be retained.

Payment Schedule

Upon completion of the project, the City will process a payment to the Contractor in the amount of 95% of the total contract price, provided the City has received **all** approved Intent to Pay Prevailing Wages forms. The remaining 5% shall be held by the City for 45 days following the City's acceptance of the project, or until the City's receipt of **all** approved Affidavit of Wages Paid forms, required releases, and settlement of any liens filed under Chapter 60.28 RCW, whichever is later.

Time of Completion

Work shall start ten (10) calendar days after execution of the contract and the issuance of a notice to proceed; and shall be completed within **ten (10)** working days.

Contact Person

Ted Hill, Associate City Engineer, at 253.299.5703 or by email at tedh@ci.sumner.wa.us