

# INVITATION TO BID

## Facility Reconstruction

A City of Silverton Public Improvement Project



PROJECT NO: **PN24-1091**  
DATE OF ISSUANCE: **April 11,2024**  
BIDS DUE BY: **4:00 P.M. Pacific Time, April 30, 2024**  
CITY PROJECT MANAGER: **Mike Dahlberg Operations Manager**  
CONTACT INFORMATION: **(503) 874-2209**  
**mdahlberg@silverton.or.us**

**CITY OF SILVERTON**  
**Public Works**  
**306 South Water Street**  
**Silverton, Oregon 97381**  
City of Silverton  
Invitation to Bid – Public Improvement

<b>Bids Due:</b>	<p><b>Due Date and Time:</b>  Not Later than 4:00 PM Pacific Time, April 30, 2024.  Bid Closing is the Due Date and Time shown above. Late Bids shall be rejected.</p> <p>First Tier Subcontractor Disclosure:  Not later than 4:00 PM Pacific Time, April 30, 2024.</p>
<b>Submit Bids to:</b>	<p>Bids will be received via mail or email at the following addresses no later than the <u>Due Date and Time</u> shown above:</p> <p>City of Silverton Senior Center PN24-1091  City of Silverton  306 S. Water St.  Silverton, OR 97381</p> <p><u>or</u></p> <p>Email: mdahlberg@silverton.or.us</p> <p>It is the sole responsibility of the Bidder to assure that the Bid is delivered to one of the following addresses by the deadline specified. All late Bids shall be rejected.</p>
<b>Contact:</b>	<p><b>Direct questions to:</b>  Mike Dahlberg, Operations Manager  Email: mdahlberg@silverton.or.us  Phone : (503) 874-2209</p>
<b>Prevailing Wages:</b>	<p>This project is a Public Works project and subject to ORS 279C.800 – ORS 279C.870 including but not limited to: payment of prevailing wages, reporting and public works bond.</p>
<b>Bidder Prequalification</b>	<p>Bidder pre-qualification is not required.</p>
<b>Pre-bid Conference:</b>	<p>A mandatory pre-bid conference will be held in the form of a site visit on April 18, 2024, at 9:00 AM.</p>
<b>Public Bid Opening:</b>	<p>A bid opening will be held on 5/1/2024 at 306 S Water St at the following time: 10 a.m.</p>

**Schedule**

<b>ITB ISSUED</b>	<b>April 11, 2024</b>
<b>PRE-BID MEETING – Mandatory Site Visit</b>	<b>April 18, 2024, at 9:00 AM</b>
<b>REQUEST DEADLINE FOR: SUBSTITUTION, CLARIFICATION, OR CHANGE AND SOLICITATION PROTEST DEADLINE</b>	<b>April 23, 2024, at 2:00 PM</b>
<b>LAST ADDENDA ISSUED</b>	<b>April 23, 2024, at 2:00 PM</b>
<b>BIDS DUE</b>	<b>April 30, 2024, at 4:00 PM</b>
<b>BID OPENING</b>	<b>May 1, 2024, at 10:00 AM</b>
<b>FIRST-TIER SUBCONTRACTOR DISCLOSURE</b>	<b>April 30, 2024, at 4:00 PM</b>
<b>NOTICE OF INTENT TO AWARD</b>	<b>May 8, 2024</b>
<b>CONTRACT AWARD</b>	<b>May 9, 2024</b>
<b>ANTICIPATED CONTRACT START / NOTICE TO PROCEED</b>	<b>May 14, 2024</b>
<b>ANTICIPATED SUBSTANTIAL COMPLETION</b>	<b>August 15, 2024</b>
<b>ANTICIPATED FINAL COMPLETION</b>	<b>September 1, 2024</b>

**NOTE:** The City reserves the right to modify or deviate from this schedule at the City's discretion. Proper notification of changes will be made to all interested parties.

## ADVERTISEMENT

City of Silverton  
Invitation to Bid (ITB) – Public Improvement  
City of Silverton Senior Center Water Damage Reconstruction

**Bids due and Bid Closing Date and Time: April 30, 2024, at 4:00 PM**

First Tier Subcontractor Disclosure due: Not later than April 30, 2024, at 4:00 PM

The City of Silverton (“City”) seeks sealed bids from qualified firms able to provide reconstruction services for the Senior Center following water damage in January 2024, referred to as the “Project”.

There is no pre-qualification process for this ITB. A mandatory pre-bid conference in the form of a site visit will be held at **Silverton Senior Center** located at **115 Westfield St**, Silverton, Oregon 97381 on April 18, 2024, at 9:00 AM. Specific information on how to attend the site visit is contained in the ITB documents.

Bids will be received at the date and time above via email, mail, or hand delivery. Specific information on how to submit bids is contained in the ITB documents. Late bids will be rejected as non-responsive. A public bid opening will be held at 306 S. Water, 10 AM May 1, 2024. First-tier subcontractor disclosures will be due no later than April 22, 2024, at 4:00 PM and must be submitted in the same manner as the bids, as described in the ITB documents.

Questions about the ITB may be directed to: Mike Dahlberg, Operations Manager, via email at [mdalberg@silverton.or.us](mailto:mdalberg@silverton.or.us): or phone at: (503) 874-2209.

ITB documents may be obtained at DJC’s, Oregon Buys and City of Silverton website. This ITB is for reconstruction of a Public Improvement subject to ORS 279C.800 to 279C.870 (Oregon’s prevailing wage law).

## I. INTRODUCTION

The City Senior Center suffered water damage in January 2024 due to a broken fire sprinkler line. The Senior Center has undergone the mitigation process at this time. The City is seeking interested and qualified contractors to submit bids for the reconstruction process.

The City is working with its insurance company and assigned reconstruction consultant in connection with this issue. Once bid documents have been received, the reconstruction consultant will review the documents with the City and verify the bids meet all requirements of this ITB.

## II. SCOPE OF WORK

### A. PROJECT COMPLETION DATE

The project must be completed no later than September 1, 2024.

### B. EXAMINATION OF CONTRACT DOCUMENTS AND PROJECT SITE

Project Site is located at 115 Westfield St, Silverton, Oregon, 97381.

Each bidder is solely responsible for thorough review of the ITB documents and the examination of the Project Site prior to submittal of bid. Documents are available on the City of Silverton website, [www.silverton.or.us](http://www.silverton.or.us), or at City Hall, 306 S. Water St., Silverton, OR.

### C. CONTRACTOR PROJECT SCOPE

- Provide all licensing and bonding for project.
- Obtain all required building permits.
- Contact Building Department for all inspections.
- Follow all BOLI laws and send copies of certified payroll to city.
- All replacement products are to be of like kind.

### D. PRODUCT SPECIFICATIONS

See attached addendums.

### E. WARRANTY

Successful bidder shall warranty product to be free from defects due to poor craftsmanship or materials for a minimum of 1 year (1) year, or the duration of the Vendor's standard warranty, whichever is greater. The bidder's craftsmanship warranty is in addition to any material warranty provided by manufacturer of materials used for panel construction. All warranty work will be provided without transportation charges. Warranty period begins after project goods are accepted by the City.

## III. SCHEDULE

The timeline for this ITB and resulting contract are set forth in these bid documents.

#### IV. BID REQUIREMENTS

Bid Requirements Checklist		
The following is a listing of Bid submission components		
	Attended Site Visit	Confirm attendance with Bid
	Signed Bid Form – all pages	Submit with Bid
	Bid Security ( <b>NOTE SPECIFIC INSTRUCTIONS IN SECTION VII.F</b> )	Submit with Bid
	Construction Contractors Board License	Submit with Bid
	Bidder Responsibility Information Form – all pages	Submit with Bid
	First-Tier Subcontractor Disclosure	Submit as per page 2

*The Bid Requirements checklist is provided for the Bidder’s convenience. Bidder is advised to thoroughly review ITB documents to be certain that it has met all requirements and included all required documents, forms and information in its Bid. In the event of a conflict between the Bid Requirements Checklist and other ITB Documents, other ITB Documents shall take precedence.*

##### A. MANDATORY SITE VISIT

All prospective Bidders must attend a mandatory pre-bid site visit prior to submission of bids in order to become acquainted with job site and specifics. The mandatory pre-bid site visit will be held at **Silverton Senior Center** located at **115 Westfield St**, Silverton, Oregon 97381, on **April 18, 2024 at 9am** local time. Submissions will not be accepted without proof of attendance for this site visit. For questions regarding the pre-submission meeting, please contact the Project Manager.

##### B. FIRST-TIER SUBCONTRACTOR DISCLOSURE

As per the form of first-tier subcontractor disclosure set forth in ORS 279C.370, Bidder shall submit to the City a disclosure of the first-tier subcontractors that:

1. Will be furnishing labor or will be furnishing labor and materials in connection with the public improvement contract; and
2. Will have a contract value that is equal to or greater than five percent of the total project Bid or \$15,000, whichever is greater, or \$350,000 regardless of the percentage of the total project base bid. Bidder must submit this documentation in accordance with Section VII and **Exhibit B**.

##### C. BID SECURITY

Bid security shall accompany each Bid exceeding \$100,000 as per Section VII.F. Please note the procedure Bidders must follow regarding Bid security, as described in Section VII.F.

##### D. OREGON CONSTRUCTION CONTRACTORS BOARD

Bidders shall be licensed with the Oregon Construction Contractors Board prior to bidding on this project. The City may not receive or consider a bid unless the bidder is licensed by the Oregon Construction Contractors Board.

##### E. BIDDER’S QUALIFICATIONS AND RESPONSIBILITY

Each Bidder shall submit a completed Bidder’s Responsibility Information Form along with its Bid. The Bidder’s Responsibility Information Form will be used to evaluate the qualifications of any Bidder whose

Bid is under consideration for Contract Award. Bidder's responses to requirements in Supplementary Instruction to Bidders may also be utilized in this evaluation.

Prior to award and execution of a Contract, the City will evaluate whether the apparent successful Bidder meets the applicable standards of responsibility identified in ORS 279C.375. In doing so, the City may investigate Bidder and request information in addition to that already required in this document, when the City, in its sole discretion, considers it necessary or advisable. Submission of a signed Bid shall constitute approval for the City to obtain any information that the City deems necessary to conduct the evaluation.

Bids will be evaluated to identify the lowest responsive Bid submitted by a responsible Bidder that is not otherwise disqualified.

The City may postpone the award of the Contract after announcement of the apparent successful Bidder in order to complete its investigation and evaluation. Failure of the apparent successful Bidder to demonstrate responsibility shall render the Bidder non-responsible and shall constitute grounds for Bid rejection.

Any Bidder who fails to submit a complete Bidder Responsibility Information Form will be deemed to be non-responsive and will not be considered for Award of Contract.

If a Bidder is found not to be responsible, documentation of the reasoning will be sent to the Oregon Construction Contractor's Board (OCCB). Such documentation will be based upon the criteria set forth in ORS 279C.375(3).

The City may reject a bid that does not comply with applicable public contracting procedures and requirements, including the requirement to demonstrate the bidder's responsibility under ORS 279C.375 (3)(b).

F. EXAMINATION OF WORK SITE AND BID DOCUMENTS; CONSIDERATION OF CONDITIONS TO BE ENCOUNTERED

Before submitting a Bid, Bidders shall carefully examine the site of the proposed Work, the Bid Documents, Plans, and Specifications. Bidders shall also contact Utility owners to verify all Utilities' anticipated involvement on the Project Site. Bidders are also encouraged to review any subsurface investigation material that may be available. Submission of a Bid will constitute confirmation that the Bidder has examined the Project Site and Bid Documents, finds the Plans and Specifications to be sufficiently detailed and accurate to enable Bidder to properly perform the Work, and understands the conditions to be encountered in performing the Work and all requirements of the Contract.

The Bidder is responsible for loss or unanticipated costs suffered by the Bidder because of the Bidder's failure to fully examine the site and become fully informed about all conditions of the Work, or failure to request clarification of Plans and Specifications Bidder believes to be erroneous or incomplete.

G. BID FORMAT

The bid must include each item listed above and criteria listed therein. Any bid not including the items and addressing all criteria may be rejected. Bids will be clear and concise. The City encourages green options and discourages the use of materials that cannot be recycled such as PVC and spiral binders, plastic or glossy covers and dividers. Further, the City encourages bidders to print on both sides of a sheet of paper whenever possible.

H. ADDITIONAL INSTRUCTIONS

1. ITB documents may be obtained at DJC'S, Oregon Buys and City of Silverton website. This ITB is

for construction of a Public Improvement subject to ORS 279C.800 to 279C.870 (Oregon’s prevailing wage law). Bidders should consult Project Manager regularly until Bid Closing to assure bidder obtains all Addenda.

2. The City’s Project Manager is Mike Dahlberg. Communicating with other City staff or authority for information other than the Project Manager or assigned Designee may result in disqualification of bid.

3. All questions related to the project must be directed to the Project Manager no later than April 23, 2024 at 2 p.m. Questions must be submitted via e-mail to mdahlberg@silverton.or.us.

## V. CONTRACT REQUIREMENTS

### A. PREVAILING WAGES

The selected Contractor and its subcontractors shall pay the applicable prevailing wages to their workers as required by ORS 279C.840. This ITB and the resulting Contract are subject to the following BOLI wage rate requirements and the prevailing wage rates set forth in the following booklets:

1. The “Prevailing Wage Rates for Public Works Contracts in Oregon” in effect on the date of this ITB and any applicable amendments to these rates.
2. The “PWR Apprenticeship Rates” in effect on the date of this ITB and any applicable amendments to these rates.

The complete publications may be found online at the BOLI website at: [http://www.oregon.gov/boli/WHDPWR/Pages/pwr\\_state.aspx](http://www.oregon.gov/boli/WHDPWR/Pages/pwr_state.aspx) and are incorporated by reference.

### B. DAVIS BACON ACT – FEDERALLY FUNDED CONTRACTS

This project is subject to the Davis-Bacon Act (40 U.S.C. 3141 et seq.), Federal Department of Labor Prevailing Wages. Yes:  No: .

### C. CONTRACT, BONDS AND INSURANCE

The successful Bidder must enter into a Contract with the City of Silverton in the form included here as **Exhibit A**. The successful Bidder must obtain and maintain insurance and bonding as per **Exhibit A**. The successful Bidder shall obtain a Payment Bond and a Performance Bond issued by a surety which is authorized to transact surety business in the State of Oregon and which has an A.M. Best “A” or better rating.

## VI. SOLICITATION PROTECT; REQUEST FOR CHANGE, CLARFICIATION, OR SUBSTITUTION

### A. PROCEDURE

Questions and clarification requests must be directed to the contact shown on page 2 of this ITB. The appropriate means of seeking changes to provisions of this ITB are through (a) requests for approval of an “approved substitution” (b) requests for changes to contractual terms, Specifications, or Plans; and (c) protests of contractual terms, Specifications, or Plans.

No Offer/Bid response may include alternate product brands or products, or take an exception to the Specifications or Plans or contractual terms, without the Owner’s approval prior to submitting a bid. Any bid response that includes an alternate brand or product, or takes an exception to the Specifications or Plans or contractual terms, without the Owner’s prior approval may be deemed non-responsive and may be rejected.

### B. METHOD OF SUBMITTING REQUESTS FOR CHANGES TO THIS ITB

Emailed or mailed requests must be marked as follows:

1. Bid Request for Substitution Request (Request for Clarification, Request for Change, or Protest, whichever is applicable).
2. Requests must be received by the contact listed on Page 2 of the ITB, in writing, either in

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hardcopy or by email, no later than the Request Deadline on the Schedule shown on Page 3 of the ITB. Unless this specific deadline is extended by subsequent Addenda, no requests for substitution, requests for clarification, requests for change, or protests pertaining to provisions contained in the originally-issued ITB will be considered after the date specified herein.

C. REQUEST FOR APPROVAL OF AN "APPROVED SUBSTITUTION"

Bidders shall provide the named product unless another is approved through a substitution request, or a product exemption has been issued (ORS 279C.345). Other brands of quality, merit and utility will be considered upon proper submittal of the request with appropriate documentation:

1. Requests must provide all of the information necessary for the City to determine product acceptability.
2. Failure to provide sufficient information with the request will cause the request to be rejected.
3. Any product subsequently approved for substitution will be listed on an Addenda issued by the City.

D. REQUEST FOR CLARIFICATION

Any Bidder who finds discrepancies in, or omissions from, any provision of the ITB, Plans, Specifications, or Contract Documents, or has doubt as to the meaning, shall make a request for clarification in writing, to the contact listed on Page 2 of the ITB. To be considered, the request for clarification must be received by the Request Deadline as specified in the Schedule shown on Page 3 of the ITB.

E. REQUEST FOR CHANGES TO CONTRACTUAL TERMS OR SPECIFICATIONS OR PLANS

Any Bidder may submit a request for changes to contractual terms, Plans, or Specifications, in writing, to the contact listed on Page 2 of the ITB. To be considered, the request for changes must be received by the Request Deadline specified in the Schedule shown on Page 3 of the ITB. The request must include the specific changes requested, and the reason for requested changes supported by factual documentation, and any proposed changes.

F. PROTEST OF CONTRACT TERMS AND CONDITIONS OR SPECIFICATIONS

Any Bidder may submit a protest of solicitation terms and conditions, in writing, in accordance with OAR 137-049-0260 to the contact listed on Page 2 of the ITB. To be considered, the protest must be received by the deadline specified in the Schedule shown on Page 3 of the ITB. The protest shall include the legal and factual grounds for the protest, a description of the resulting prejudice to the Bidder if the protest is not granted, and a statement of the relief or changes proposed.

G. RESPONSE TO REQUESTS FOR CLARIFICATION

Clarifications, whether verbal, or in writing, or included in an addendum as "*clarification*", do not change Plans, Specifications, contractual terms, or procurement requirements of an ITB. If a request for clarification raises an issue that the City determines should be handled by formally amending the ITB, the City will do so only by announcing such a change in an Addendum, not through information identified as a "clarification."

H. ADDENDA

Addenda are incorporated with the original solicitation as an attachment and can be viewed and downloaded by registered bidders. Bidders should consult the City of Silverton website, [www.silverton.or.us](http://www.silverton.or.us), regularly until closing to avoid missing any Addenda.

I. RESPONSE TO REQUESTS FOR BRAND APPROVAL, REQUESTS FOR SUBSTITUTION, REQUESTS FOR CHANGE, AND PROTESTS

The City shall promptly respond to each properly-submitted written request for brand approval, request for substitution, request for change, and protest as indicated in the Schedule on Page 3. Where appropriate, the City will issue ITB revisions via email.

Failure to protest solicitation terms and conditions, Contract terms and conditions or Specifications, as indicated in this section, precludes appeal or protest of a decision to award based upon such solicitation terms and conditions, Contract terms and conditions, or Specifications.

J. PROTEST OF ADDENDUM

Requests for clarification, requests for change and protests of Addendum must be received by the time and date specified in the Addendum or they will not be considered.

## VII. **BID SUBMISSION**

A. FORMS TO BE USED

Bids shall be submitted on unaltered Bid Forms furnished by the City, or on exact duplicates thereof. Bids shall be made in accordance with all instruction, requirements and specification to be considered. All blanks on Bid Forms shall be completed in ink or typewritten. Alterations and erasures shall be initialed by the signatory of the Bid.

A Bidder shall not make their Bid contingent upon the City's acceptance of Specifications, Plans or Contract terms that conflict with or are in addition to those in the ITB documents.

B. REQUIRED SIGNATURES

Bids shall be digitally signed or a copy signed in ink, with the signer's name typed or printed in the space provided. Where Bidder is a corporation, Bids shall be signed with the legal name of the corporation and the legal signature of an officer authorized to bind the corporation to a contract. At least one Bid submitted by Bidder must bear an original signature.

C. NUMBER OF COPIES

Bidders shall submit two (2) copies of the Bid.

D. BIDS SUBMISSION

Bids may be by mail or email at the contact information set forth on Page 2 no later than the Due Date and Time shown on page 2.

It is the sole responsibility of the Bidder to assure that the Bid is delivered to the ftp site shown on page 2 by the deadline specified. All late Bids shall be rejected.

E. STATE OCCB REGISTRATION REQUIREMENTS

Bidders shall be licensed with the Oregon Construction Contractors Board prior to bidding on this project. Failure to comply with this requirement shall result in Bid rejection. Bidders shall insert Bidder's current, valid registration number and expiration date thereof in the spaces provided on the Bid Form. Landscaping contractors and all subcontractors participating in this project shall be licensed respectively, by the State Landscape Contractors Board, as required by ORS 671.530 and the Oregon Construction Contractors Board, as required by ORS 701.026, at the time they propose to engage in subcontract work. Any Bid received from a Bidder identified by the Oregon Construction Contractors Board as ineligible to hold public contracts in accordance with ORS 701.227 shall be disqualified from consideration.

F. BID SECURITY

Each Bid exceeding \$100,000 shall be accompanied by Bid security in the form of:

1. a Bid bond as set forth in **Exhibit D**,
2. an irrevocable letter of credit issued by an insured institution as defined in ORS 706.008, or
3. a certified check or cashier's check.

Such Bid security must be in an amount equal to ten percent (10%) of the total amount of the submitted Bid, which has been executed in favor of the City. **Copies of the Bid security must be included in electronic format with the Bid. Thereafter, a hard copy of the Bid security must be postmarked and mailed within five (5) business days to the following address: 306 S. Water St Silverton, OR 97381.**

**Please include a cover letter with the hard copy of the Bid security that references this ITB. Failure to mail a hard copy of the Bid security with five (5) business days may result in the Bid being declared non-responsive.**

Bid security of the successful Bidder will be returned or released after the Bidder's written Contract, Performance Bond, Payment Bond, and required certificates of insurance have been promptly and properly executed, delivered to, and accepted by the City. If the successful Bidder fails to (1) promptly and properly execute the Contract, (2) furnish a good and sufficient Performance Bond and a good and sufficient Payment Bond, and/or (3) furnish required certificates of insurance within seven (7) calendar days of the written notification of intent to award a Contract, then the City may cash the check, draw under the letter of credit or otherwise collect under the Bid security.

The City reserves the right to retain the Bid security of the next two (2) lowest Bidders until the successful Bidder has been awarded a Contract or until no more than 60 days after Bid opening, whichever is shorter. Bid security of all other Bidders will be returned as soon as practicable after Bid opening

**G. MODIFICATION OR WITHDRAWAL OF BID**

After submittal, Bids may be modified or withdrawn on written request received from Bidders prior to the Bid Closing. Modifications shall be submitted in same manner as the Bid. Offers may also be withdrawn before Closing by contacting the Contact listed on Page 2 and upon presentation of evidence of authorization to act for Bidder to the Contact listed on Page 2 of this ITB.

Bids may not be modified or withdrawn after closing except as provided in ORS 279C and the City's Public Contracting Rules.

**H. DURATION OF BIDS**

Each Bid shall be irrevocable for a period of 60 days from the date of Bid. Award of a Contract to any Bidder shall not constitute rejection of any other Bid.

The City may request that Bidders extend, in writing, the time during which the City may consider their Bids. If a Bidder agrees to such an extension, the Bid shall continue as a firm Offer, irrevocable, valid and binding on the Bidder for the agreed upon extension period.

**I. RESIDENT BIDDER**

Bidder shall indicate on the Bid Form whether Bidder is a "resident bidder" as defined in ORS 279A.120. A "nonresident bidder" means a Bidder who has neither paid unemployment taxes nor income taxes in the State of Oregon during the 12 calendar months immediately preceding submission of its Bid, nor has a business address in the State of Oregon.

In determining the lowest responsive Bidder for this Work, a percentage may be added to the Bid of a non-resident Bidder equal to the percentage, if any, of the preference given to that Bidder in the state in which the Bidder resides. This percentage, if utilized, shall not be added to the dollar value of Contract to be awarded as a result of this ITB.

**J. LIST OF FIRST-TIER SUBCONTRACTORS**

In accordance with ORS 279C.370, Bidders are required to complete and submit the first-tier subcontractor disclosure form, provided as **Exhibit B**, within two (2) hours of the Bid Closing Date and time.

**K. ACCEPTANCE OF CONDITIONS/SITE VISITATION**

The Bidder, by making a Bid, represents that:

1. The Bidder has read and understands the Bid documents and the Bid is made in accordance with the Bid documents.
2. The Bidder has visited each project site, become familiar with the local conditions under which the Work is to be performed, and has correlated the Bidder's personal observations with the requirements of the proposed Contract Documents.
3. The Bid is based upon the materials, equipment, systems, required by the Bid documents without exceptions.

L. RESERVATIONS

The City reserves the following rights:

1. To reject all Bids.
2. To reject any Bid not in compliance with all prescribed public bidding procedures and requirements, including the requirement to demonstrate the Bidder's responsibility under ORS 279C.375(3)(b), and to reject for good cause any or all Bids upon a finding that it is in the public interest to do so.
3. To reject Bids which it determines to be non-responsive.
4. To reject Bids upon the City's finding that the Bidder:
  - a. Has been declared ineligible under ORS 279C.860 by the Commissioner of Bureau of Labor and Industries
  - b. Has been identified by the Oregon Construction Contractors Board as ineligible to hold public contracts in accordance with ORS 701.227; or
  - c. Is not responsible.
5. To waive any minor informalities in Bids submitted.
6. In the event two or more Bidders quote identical amounts for the same Work, to award the contract by drawing lots between such Bidders or by such other means as it deems appropriate.
7. To return the Bid unopened, in the event only one Bid is received.

M. ASBESTOS ABATEMENT

Work to be performed under the contract will not require the Bidder or any subcontractors to be licensed for asbestos abatement work under ORS 468A.720.

## VIII. BID EVALUATION

A. BID EVALUATION CRITERIA

Bids will be evaluated to identify the lowest responsive Bid submitted by a responsible Bidder and not otherwise disqualified. (Refer OAR 137-049-0440). Adjustments made to account for reciprocal preferences will be for Bid evaluation purposes only. No such adjustments shall operate to amend a Bid or any Contract awarded pursuant thereto.

B. RESPONSIVENESS

To be considered responsive, the Bidder must substantially comply in all material respects with applicable solicitation procedures and requirements and the solicitation documents. In making such evaluation, the City may waive minor informalities and irregularities.

C. RESPONSIBILITY

Prior to award of a Contract, the City will evaluate whether the apparent successful Bidder meets the applicable standards of responsibility identified in this ITB and as authorized by OAR 137-049-0390. In doing so, the City may investigate Bidder and request information in addition to that already required in the ITB, when the City in its sole discretion, considers it necessary or advisable. In addition, all Bidders must be qualified and licensed to provide the goods and construction services requested in this ITB. Bidders are required to submit documentation as outlined in this ITB, related to their ability to provide quality services as listed in this document, and all work is to meet like kind requirements for materials.

The City reserves the right to find a Bidder not responsible if its investigation reveals a history of project delivery delays or related performance problems.

D. PROCESSING OF BIDS

Neither the release of a Bid Security, nor acknowledgment that the selection process is complete (whether by posting of a Bid tabulation sheet, issuance of notice intent to award, or otherwise), shall operate as a representation by the City that any Bid submitted was complete, sufficient, lawful in any respect, or otherwise in substantial compliance with the ITB requirements.

E. WITHDRAWAL BY THE CITY OF BID ITEMS PRIOR TO AWARD

The City reserves the right to delete Bid items. The deletion of one or more Bid items will not affect the method of award.

F. NOTICE OF INTENT TO AWARD

The Notice of Intent to Award shall serve as notice to all Bidders that The City intends to make a contract award.

## **IX. PROTEST OF INTENT TO AWARD**

A. PROTEST OF INTENT TO AWARD

Adversely affected or aggrieved Bidders shall have **seven (7) calendar** days from the date of the Notice of Intent to Award within which to file a written protest of award. Protests received after that date will not be considered. Protests must specify the grounds upon which the protest is based.

Protests must be emailed to Mike Dahlberg at his email address identified on Page 2.

In order to be an adversely affected or aggrieved Bidder, the Bidder must claim to be eligible for award of the Contract as the lowest responsible and responsive Bidder and that any and all lower Bids are ineligible to receive Contract award.

An actual Bidder who is adversely affected or aggrieved by the award of the Contract to another Bidder may protest award, in writing, within the timeline established. The written protest shall state the grounds upon which the protest is based. No protest of award shall be considered after the deadline.

Pursuant to OAR 137-049-0260, no protest against award shall be considered because of the content of Bid Specifications, Plans, or contract Terms after the deadline established for submitting protests of Bid Specifications, Plans or Contract Terms.

B. RESPONSE TO INTENT-TO-AWARD PROTESTS

The Project Manager will respond in writing to intent-to-award protests submitted by adversely-affected or aggrieved Bidders. The City may also respond to intent-to-award protests submitted by other Bidders for purposes of clarification. However, any response provided by the City is not intended to, and shall not in and of itself constitute, confirmation that the bidder is, in fact, adversely affected or aggrieved, and therefore entitled to protest an intent to award, or that the protest was timely filed.

C. AWARD

After expiration of the intent-to-award protest period, and resolution of all protests, the City will proceed with final award. (If the City receives only one Bid, the City may dispense with the intent-to-award protest period and proceed with award of a Contract).

## **X. INFORMATION TO BE PROVIDED BY SUCCESSFUL BIDDER: CONTRACT, BONDS, AND INSURANCE**

### **A. CONTRACTOR CONTRACT EXECUTION**

Within [eight] days after receipt of Notice of Intent to Award, the successful Bidder shall be prepared to execute the Contract provided by the City. The City's contract form is provided as Attachment A of this ITB. At the same time, the successful Bidder shall furnish the City: a Performance Bond, a Payment Bond, and all required Certificates of Insurance. Prior to starting work under the Contract, the selected Bidder shall provide a performance bond and a payment bond each issued by a surety satisfactory to the City, in an amount equal to the full dollar value of the Contract for the faithful performance of the Contract and all provisions thereof.

### **B. CITY CONTRACT EXECUTION**

After receipt and acceptance of the properly executed Contract, Performance Bond, Payment Bond, and Certificates of Insurance, the City will execute the Contract and issue a Notice to Proceed. No work shall be performed until the Contract is fully executed and a written Notice to Proceed is issued.

### **C. FAILURE TO EXECUTE**

A successful Bidder who fails to execute the Contract or furnish the Performance Bond, Payment Bond and provide Certificates of Insurance in the time and manner indicated herein shall forfeit its Bid security.

### **D. PUBLIC WORKS BOND**

Before starting Work the successful Bidder shall file with the Oregon Construction Contractors Board, and maintain in full force and effect, the separate public works bond required by ORS 279C.836, unless otherwise exempt under those provisions. The successful Bidder shall also include in every subcontract a provision requiring the subcontractor to have a public works bond filed with the Oregon Construction Contractors Board before starting Work, unless otherwise exempt, and shall verify that the subcontractor has filed a public works bond before permitting the subcontractor to start Work.

A disadvantaged, minority, women or emerging small business enterprise certified under ORS 200.055 may, for up to four years after certification, elect not to file a public works bond as required under Section 279C.836 (1). If a business enterprise elects not to file a public works bond, the business enterprise shall give the Oregon Construction Contractors Board written verification of the certification and written notice that the business enterprise elects not to file the bond.

Questions regarding the public works bond may be directed to BOLI at the BOLI website ([www.oregon.gov/BOLI](http://www.oregon.gov/BOLI)) or at the following address:

Bureau of Labor and Industries  
Wage and Hour Division  
Prevailing Wage Unit  
800 N.E. Oregon Street, #32  
Portland, Oregon 97232

### **E. JOINT VENTURE/PARTNERSHIP INFORMATION**

The successful Bidder, if a Joint Venture/Partnership, shall provide a copy of the joint venture agreement or partnership agreement evidencing authority to Offer and enter into the resulting Contract that may be awarded, together with corporate resolutions (if applicable) evidencing corporate authority to participate as a joint venture or partner. A contact person must also be designated for purposes of receiving all notices and communications under the Contract. All partners and joint venture members will be required to sign the awarded Contract.

## **XI. GENERAL INFORMATION**

### **A. PUBLIC RECORDS**

This bid will be made a part of a file open to public inspection. If a bid contains any information that is considered a trade secret under ORS 192.501(2), each sheet of such information must be marked with the following legend:

“This data constitutes a trade secret and shall not be disclosed except in accordance with the Oregon Public Records Law, ORS Chapter 192.”

Nondisclosure of documents or any portion of a document submitted as part of a bid may depend upon official or judicial determinations made pursuant to the Oregon Public Records Law. The above restriction may not include cost or price information, which must be open to public inspection.

Identifying the bid in whole as a trade secret is not acceptable. Failure to identify a portion of the bid as a trade secret shall be deemed a waiver of any future claim of that information as a trade secret.

### **B. COMPLIANCE WITH THE LAW**

The selected Contractor shall be required to comply with the City’s standard construction contract provisions as provided in Attachment A. In addition, the selected contractor shall comply with and require its subcontractors to comply with all applicable provisions of federal, state and local laws, statutes, ordinances, codes, orders, rules and regulations which pertain to the work specified in this ITB.

### **C. MINORITY OWNED, WOMEN OWNED, AND EMERGING SMALL BUSINESS**

Minority-owned, Women-owned and Emerging Small Businesses (MWESB) are encouraged to respond to this ITB. All Bidders are encouraged to contact and seek sub-bids from MWESB subcontractors. MWESB subcontractors are encouraged to attend any pre-proposal conferences.

### **D. REIMBURSEMENT**

All costs to secure this project are the bidder’s responsibility.

**EXHIBIT A – FORM OF AGREEMENT**

**[PROVIDE FORM OF AGREEMENT]**



**EXHIBIT B – FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM**

TITLE/PROJECT NAME: The City of Silverton Senior Center Water Damage Repairs Project

BID CLOSING DATE: April 30, 2024      TIME: 4:00 PM

**This form must be submitted at the location specified in the Invitation to Bid on the advertised Bid Closing Date and within two hours after the advertised Bid Closing Time (“Disclosure Deadline”).** List below the name of each subcontractor that will be furnishing labor or will be furnishing labor and materials and that is required to be disclosed, the category of work and the dollar value of the subcontract. Enter the word "NONE" if there are no first-tier subcontractors subject to disclosure. ATTACH ADDITIONAL SHEETS IF NECESSARY.

NAME	CATEGORY OF WORK	DOLLAR VALUE
1.		\$
2.		\$
3.		\$

The above listed first-tier subcontractor(s) are providing labor or labor and materials with a Dollar Value equal to or greater than:

- a. 5% of the total project Bid, or \$15,000, whichever is greater. [If the Dollar Value is less than 15,000.00, do not list the subcontractor above.]; or
- b. \$350,000 regardless of the percentage of the total Contract Price.

FAILURE TO SUBMIT THIS FORM BY THE DISCLOSURE DEADLINE WILL RESULT IN A NON-RESPONSIVE BID AND SUCH NON-RESPONSIVE BID WILL NOT BE CONSIDERED FOR AWARD.

Bids which are submitted by Bid Closing, but for which the disclosure submittal has not been made by the specified deadline, are NOT Responsive and shall NOT be considered for Contract award.

**Form submitted by (Bidder Name):** < \_\_\_\_\_ >

**CCB#:** < \_\_\_\_\_ >

Contact Name and phone number: CONTACT SHOWN ON PAGE 2 OF THIS ITB.

Deliver Form to Agency: TO ONE OF TWO ADDRESSES SHOWN ON PAGE 2 OF THIS ITB.

Person Designated to Receive form: Mike Dahlberg, Operations Manager.

Agency's Email Address: mdalberg@silverton.or.us

**THIS DOCUMENT SHALL NOT BE FAXED. IT IS THE RESPONSIBILITY OF BIDDERS TO SUBMIT THIS DISCLOSURE FORM AND ANY ADDITIONAL SHEETS, TO ONE OF THE TWO ADDRESSES SHOWN ON PAGE 2 OF THIS ITB BY THE SPECIFIED DISCLOSURE DEADLINE. SEE INSTRUCTIONS TO BIDDERS.**

**EXHIBIT C - BIDDER'S RESPONSIBILITY INFORMATION FORM**

**FAILURE TO SUBMIT THIS FORM WITH BID PROPOSAL PACKET WILL RESULT IN A NON-RESPONSIVE BID**

**INSTRUCTIONS**

- 1. The information provided in this form is part of The City of Silverton's inquiry concerning bidder responsibility. Please print clearly or type. If you need more space, use plain paper.**
- 2. Answer all questions. Submission of a form with unanswered questions, incomplete or illegible answers may result in a determination that your bid is non-responsive.**
- 3. Sign and submit the completed bidder responsibility form with bid proposal.**

**Bidder Name:** \_\_\_\_\_ **CCB #:** \_\_\_\_\_

- 1. \_\_\_\_\_ EXPERIENCE:** List the number of years Bidder has been operating its business under its current license. If Bidder's business has been in continuous existence under a current active license and a previous license number, then identify the previous license number. List and briefly describe a minimum of 3 similar projects performed by Bidder in the past 5 years that best characterize Bidder's capabilities. Include relevant data such as the type of work involved and project dates and total contract value. Describe how Bidder meets this experience requirement (use separate sheet if additional space is needed):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 2. LAWSUITS/JUDGMENTS:** Within the past 5 years, has Bidder had any lawsuits filed against it involving contract disputes? For the purposes of this request, "lawsuits" include requests for arbitration and "judgments" includes arbitration awards. YES / NO If "YES" indicate dates and ultimate resolution of suit (with regard to judgments, include jurisdiction and date of final judgment or dismissal):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 3. BANKRUPTCY:** Within the past 36 months, has Bidder filed a bankruptcy action, filed for reorganization, made a general assignment of assets for the benefit of creditors, or had an action for insolvency instituted against it? YES / NO If "YES" supply filing dates, jurisdictions, type of action, ultimate resolution, and dates of judgment or dismissal, if applicable:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. **LAWSUITS BY CREDITORS:** Within the past 24 months, has Bidder had any lawsuits filed against it by creditors? YES / NO If "YES" indicate dates and ultimate resolution of suit (with regard to judgments include jurisdiction and date of final judgment or dismissal):

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5. **ABILITY TO PERFORM WITHIN TIME SPECIFIED:** List the project titles, original contract time and change order extensions for three specific projects in the past three (3) years. Bidder shall document that it achieved substantial completion of such three projects of similar size and scope within no more than 105% of the final contracted time for completion (including change ordered adjustments).

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6. **PROJECTS EXCEEDING COMPLETION DATES:** In the past five (5) years, list the number of project and the titles of those projects where Bidder has exceeded the contracted time for substantial completion or exceeded the contracted time for final completion.

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7. **DEFECTIVE WORK.** In the past ten (10) years has your company been ordered to fix defective work on a project? YES / NO If "YES," identify the owner, the project and the resolution of the problem.

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8. **DEBARMENT:** Has Bidder been debarred or disqualified by any public agency within the past two (2) years? YES / NO If "YES" identify the public agencies:

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9. **NON-COMPLETION:** Has Bidder failed to complete a contract in the last five (5) years? YES / NO If "YES" identify the project(s):

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10. **COMPLETION BY SURETY:** Has Bidder ever defaulted on a contract forcing a surety to suffer a loss? YES / NO If "YES" identify the project(s):

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11. **SUSPENSION, DISMISSAL, DEFAULT:** Has Bidder been suspended, dismissed or declared in default on a project during the last five (5) years? YES / NO If "YES" identify the project(s) and the type of action taken against Bidder:

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12. **BONDABILITY REQUIREMENT:** For the project described under this ITB, Bidder is able to and will obtain a payment bond and a performance bond issued by a surety that is authorized to transact surety business in the State of Oregon and that has an AMBest "A" or better rating. YES / NO If "YES" identify name of surety, contact name, address, phone number, & email address:

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13. **LIENS AND SURETY CLAIMS:** Have there been any liens or surety claims against Bidder on any contracts which have been performed or are in the course of being performed? YES / NO If "YES" identify the project and explain the nature of the claims:

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14. **REVOKED LICENSE:** Has Bidder's company or any key person in the company, had a license revoked by the Oregon Construction Contractors Board? YES / NO If "YES" explain the underlying reason for the revocation of the license:

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15. **CRIMINAL OFFENSE:** Has Bidder's company or any owner of or management employee in the company been convicted of a crime involving fraud, material misrepresentation or any crime involving the awarding of a contract for a government construction project or the bidding or performance of a government contract? YES / NO

16. **DEMAND ON PERFORMANCE BOND:** In the last five years, has an owner ever made a demand on your performance bond? YES / NO

17. **TERMINATION OF BONDING/INSURANCE COVERAGE:** In the last five years, has a surety or insurance company terminated existing bonding and/or insurance coverage due to excessive claims history and/or nonpayment of premiums? YES / NO

18. **CITATIONS OR ENFORCEMENT ACTIONS.** Within the last five years, has the Bidder been cited or subject to any enforcement action for violation of any applicable law or regulations related to its performance of a prior construction contract? For the purposes of this section, "applicable law or regulations" includes without limitation, any building, zoning, environmental, site development, or Oregon Public Contracting Code regulations with which a prior project was required to comply, including non-discrimination regulations and prevailing wage requirements. YES / NO If "YES", please state the date, nature, and final resolution of every such citation or enforcement action:

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19. **BONDING.** What is the largest contract you have had bonded through the surety company named in Question #12 above? Please identify the project name, the nature of the project, the date of the project and the original contract price:

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**BIDDER REFERENCES FOR COMPARABLE PROJECTS IN SIZE AND SCOPE**

Bidder shall provide a list of three different project references with their Bid that can be contacted regarding the quality of workmanship and service that the Bidder provided on projects of comparable size and scope within the past 5 years. Bidder must provide all information requested below and may use either the form provided in this section or their own form. The City of Silverton reserves the right to contact other persons, agencies or owners not listed below as part of determining whether Bidder is responsible. References cannot include current City of Silverton staff.

<b>Project Reference #1</b>
Name and Dates of Project: _____
Project Location: _____
Project Description: _____
Contact Person #1 Name: _____
Contact Person #1 Firm Name: _____
Contact Person #1 Phone: _____
Contact Person #2 Name: _____
Contact Person #2 Firm Name: _____
Contact Person #2 Phone: _____
<b>Project Reference #2</b>
Name and Dates of Project: _____
Project Location: _____
Project Description: _____
Contact Person #1 Name: _____
Contact Person #1 Firm Name: _____
Contact Person #1 Phone: _____
Contact Person #2 Name: _____

Contact Person #2 Firm Name: _____
Contact Person #2 Phone: _____
<b>Project Reference #3</b>
Name and Dates of Project: _____
Project Location: _____
Project Description: _____
Contact Person #1 Name: _____
Contact Person #1 Firm Name: _____
Contact Person #1 Phone: _____
Contact Person #2 Name: _____
Contact Person #2 Firm Name: _____

**EXHIBIT D – FORM OF BID BOND**

We, \_\_\_\_\_ as "Principal," and \_\_\_\_\_  
 (Name of Principal) (Name of Surety)

an \_\_\_\_\_ Corporation,  
 authorized to transact Surety business in Oregon, as "Surety," hereby jointly and severally bind ourselves, our  
 respective heirs, executors, administrators, successors and assigns to pay unto The City of Silverton ("Obligee")  
 the sum of (\$ \_\_\_\_\_ ) \_\_\_\_\_ dollars.

WHEREAS, the condition of the obligation of this bond is that Principal has submitted its proposal or Bid to the  
 Obligee in response to Obligee's procurement document ( \_\_\_\_\_ ) for the project  
 identified as:  
 \_\_\_\_\_

**Title:**

\_\_\_\_\_ which proposal or Bid is made  
 a part of

this bond by reference, and Principal is required to furnish Bid security in an amount equal to ten (10%) percent  
 of the total amount of the Bid pursuant to ORS 279C.365(5) and the procurement document.

NOW, THEREFORE, if the proposal or Bid submitted by Principal is accepted, and if a contract pursuant to the  
 proposal or Bid is awarded to Principal, and if Principal enters into and executes such contract within the time  
 specified in the procurement document and executes and delivers to Obligee its good and sufficient  
 performance bond and payment bond required by Obligee within the time fixed by Obligee, then this obligation  
 shall be void; otherwise, it shall remain in full force and effect.

IN WITNESS WHEREOF, we have caused this instrument to be executed and sealed by our duly authorized legal  
 representatives this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

PRINCIPAL:  By _____ _____ Signature  _____ Official Capacity  Attest:  _____ Corporation Secretary  SURETY:  _____	BY ATTORNEY-IN-FACT: <i>[Power-of-Attorney must accompany each                  surety bond]</i>  _____ Name  _____ Signature  _____ Address  _____ City State Zip  _____ Phone Fax
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**EXHIBIT E – BID FORM**

**BID FORM**

**THE CITY OF SILVERTON**

**INVITATION TO BID  
Senior Center Repairs**

**The undersigned hereby certifies that Bidder:**

\_\_\_\_\_ <Insert Bidder name>

\_\_\_\_\_ <CCB#>

1. Has the authority and/or responsibility to submit a Bid and to represent the organization in all phases of this Bid process.
2. The information is true and accurate to the best of their knowledge.
3. Shall furnish, in strict compliance with the Bid and Contract Documents for the above-referenced Project, all labor, materials, equipment, apparatus, appliances, tools, transportation, and other facilities and services necessary to perform the Work described therein, and to perform said Work in strict compliance therewith, for the amounts set forth in this Bid.
4. Is a  Resident Bidder,  Non-Resident Bidder, as defined in ORS 279A.120

A “non-resident bidder” is a Bidder who has neither paid unemployment taxes nor income taxes in the State of Oregon during the 12 calendar months immediately preceding submission of this Bid, nor has a business address in the State of Oregon.

In determining the lowest responsive Bidder for this Work, a percentage may be added to the Bid of a non-resident Bidder equal to the percentage, if any, of the preference given to that Bidder in the state in which the Bidder resides. This percentage, if utilized, will not be added to the dollar value of the contract to be awarded as a result of this ITB.

5. Understands any false statement may disqualify this Bid from further consideration or be cause for contract termination.
6. Has read, understands and agrees to be bound by all terms and conditions herein.
7. Understands by submitting this Bid, the undersigned certifies conformance to the applicable Federal Acts, Executive Orders and Oregon Statutes and Regulations concerning Affirmative Action toward equal employment opportunities. All information and reports required by the Federal or Oregon State Governments, having responsibility for the enforcement of such laws, shall be supplied to the City of Silverton upon request for purposes of investigation to ascertain compliance with such acts, regulations, and orders.
8. **Acknowledges Receipt of Addenda No's. \_\_\_\_\_ through \_\_\_\_\_ .**

Please check the box regarding Bid security:



Bid security in form of cashier's check , certified check , Bid bond in the form set forth in **Exhibit D** , irrevocable letter of credit issued by an insured institution as defined in ORS 706.008  (check applicable clause) in the amount of ten percent (10%) of the total amount of the submitted Bid, which has been executed in favor of the City of Silverton is enclosed.

**BID TITLE: THE CITY OF SILVERTON SENIOR CENTER REPAIR PROJECT**

**SUBMIT TO: City of Silverton**

Attention: Mike Dahlberg  
Email: mdahlberg@silverton.or.us

**FROM:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BIDDER  
ADDRESS  
CITY/STATE/ZIP**

Operating as (STRIKE OUT CONDITIONS THAT DO NOT APPLY) an individual, a Company, a Corporation, organized and existing under the law of the State of \_\_\_\_\_.

Proprietorship, Partnership, or Joint Venture consisting of \_\_\_\_\_.

**BASE BID:**

Having become completely familiar with the local conditions and legal requirements affecting the cost of Work at the place where Work is to be executed, and having carefully examined the site conditions as they currently exist, and having carefully examined Bidding Documents prepared by the City of Silverton for: THE CITY OF SILVERTON SENIOR CENTER REPAIR PROJECT

Together with any addenda to such Bidding Documents as listed hereinafter, the undersigned hereby proposes and agrees to provide all labor, materials, plant, equipment, transportation, and other facilities and services as necessary and/or required to execute all of the Work described by the aforesaid Bidding Documents for the lump sum consideration as described on the next page:

**BID TABULATION:**

Bidder shall provide their bidding unit prices in the following Bid Schedule.

BIDDERS ARE STRONGLY ENCOURAGED TO REVIEW THE MEASUREMENT AND PAYMENT DESCRIPTIONS IN SECTION 9, SPECIAL PROVISIONS, BEFORE COMPLETING THE SCHEDULE OF VALUES.

#	Description	Quantity	Unit	Unit Price	Total Price
	<b>Main Level</b>				
	<b>Walls</b>				
1	Batt insulation replacement per LF - 4" - up to 2' tall	114.62 LF			
2	5/8" - drywall per LF - up to 2' tall	114.62 LF			
3	5/8" drywall - hung, taped, ready for texture	96.00 SF			
4	Drywall tape joint / repair - per LF	30.00 LF			
5	Texture drywall - machine	229.24 SF			
6	Seal more than the floor perimeter w/PVA primer - one coat	458.48 SF			
7	Paint the walls - one coat	2405.49 SF			
8	Additional cost for high wall or ceiling - 11' to 14'	448.28 SF			
9	Additional cost for high wall or ceiling - Over 14'	896.56 SF			
10	Mask and prep for paint - plastic, paper, tape (per LF)	149.43 LF			
11	Carpenter - Mechanic - per hour	4.00 HR			
	<b>Floors</b>				
12	Floor prep (scrape rubber back residue)	636.49 SF			
13	Glue down carpet - High grade	730.00 SF			
14	Additional labor cost for Berber or patterned carpets	636.49 SF			
	<b>Trim</b>				
15	Baseboard - 6" MDF - flat profile	114.62 LF			
16	Paint baseboard, oversized - two coats	114.62 LF			
	<b>Plumbing</b>				
17	Remove Drinking fountain	1.00 EA			
18	Install Drinking fountain	1.00 EA			
	<b>Cleaning</b>				
19	Final cleaning - construction - Commercial	636.49 SF			
20	Clean window unit (per side) 10 - 20 SF	4.00 EA			
	<b>Janitor Room</b>				

	<b>Walls</b>				
21	Batt insulation replacement per LF - 4" - up to 2' tall	23.50 LF			
22	5/8" - drywall per LF - up to 2' tall	23.50 LF			
23	Seal more than the floor perimeter w/PVA primer - one coat	94.00 SF			
24	Paint part of the walls - one coat	144.92 SF			
25	Mask and prep for paint - plastic, paper, tape (per LF)	23.50 LF			
26	Plastic laminate wall finish w/trim - Commercial	94.00 SF			
27	Finish Hardware Installer - per hour Labor to detach and reset hardware on the walls.	1.00 HR			
28	Detach & Reset Shelving - 12" - in place	26.00 LF			
	<b>Floors</b>				
29	Floor preparation for resilient flooring	33.89 SF			
30	Vinyl floor covering (sheet goods) - High grade	76.83 SF			
31	Vinyl cove - 4" wrap	23.50 LF			
32	Mask per square foot for drywall work	33.89 SF			
	<b>Plumbing</b>				
33	R&R Angle stop valve	2.00 EA			
34	R&R Plumbing fixture supply line	2.00 EA			
35	Detach & Reset Service sink faucet	1.00 EA			
36	Install Service sink - corner - floor mounted - Detach & reset	1.00 EA			
	<b>Cleaning</b>				
37	Final cleaning - construction - Commercial	33.89 SF			
	<b>Men's Restroom</b>				
	<b>Walls</b>				
38	Batt insulation replacement per LF - 4" - up to 2' tall	54.92 LF			
39	5/8" - drywall per LF - up to 2' tall	48.58 LF			
40	Seal more than the floor perimeter w/PVA primer - one coat	219.67 SF			
41	Paint part of the walls - one coat	338.65 SF			
42	Mask and prep for paint - plastic, paper, tape (per LF)	54.92 LF			
43	Fiberglass reinforced plastic (FRP) paneling w/trim	219.67 SF			
	<b>Floors</b>				
44	Floor preparation for resilient flooring	132.17 SF			
45	Vinyl floor covering (sheet goods) - High grade	235.08 SF			

46	Vinyl cove - 4" wrap	54.92 LF			
47	Mask per square foot for drywall work	132.17 SF			
	<b>Plumbing</b>				
48	Water closet (Commercial grade) - Reset	1.00 EA			
49	Urinal - Detach & reset	1.00 EA			
50	Floor drain - cast iron (no-hub) - 2" to 4"	1.00 EA			
51	Install Sink - single	2.00 EA			
52	R&R Angle stop valve	6.00 EA			
53	R&R Plumbing fixture supply line	6.00 EA			
	<b>Hardware</b>				
54	Install Toilet partition - Reset	1.00 EA			
55	Install Toilet paper dispenser - Reset	1.00 EA			
56	Install Handicap grab bar - Reset	2.00 EA			
57	Install Soap/hand sanitizer dispenser - Reset	1.00 EA			
58	Install Toilet seat cover dispenser	1.00 EA			
59	Install Paper towel dispenser	2.00 EA			
60	Install Mirror - plate glass - Detach & reset	30.00 SF			
61	Finish Hardware Installer - per hour	1.00 HR			
	<b>Electrical</b>				
62	Wall heater - Reset	1.00 EA			
	<b>Cabinets &amp; Countertops</b>				
63	Install Countertop - flat laid plastic laminate	6.67 LF			
64	Backsplash - flat laid plastic laminate - Reset	10.67 LF			
	<b>Cleaning</b>				
65	Final cleaning - construction - Commercial	132.17 SF			
	<b>Women's Restroom</b>				
	<b>Walls</b>				
66	Batt insulation replacement per LF - 4" - up to 2' tall	54.92 LF			
67	5/8" - drywall per LF - up to 2' tall	48.58 LF			
68	Seal more than the floor perimeter w/PVA primer - one coat	219.67 SF			
69	Paint part of the walls - one coat	338.65 SF			
70	Mask and prep for paint - plastic, paper, tape (per LF)	54.92 LF			
71	Fiberglass reinforced plastic (FRP) paneling w/trim	219.67 SF			

	<b>Floors</b>				
72	Floor preparation for resilient flooring	146.12 SF			
73	Vinyl floor covering (sheet goods) - High grade	246.00 SF			
74	Vinyl cove - 4" wrap	54.92 LF			
75	Mask per square foot for drywall work	146.12 SF			
	<b>Plumbing</b>				
76	Water closet (Commercial grade) - Reset	2.00 EA			
77	Floor drain - cast iron (no-hub) - 2" to 4"	1.00 EA			
78	Install Sink - single	2.00 EA			
79	R&R Angle stop valve	6.00 EA			
80	R&R Plumbing fixture supply line	6.00 EA			
	<b>Hardware</b>				
81	Install Toilet partition - Reset	2.00 EA			
82	Install Toilet paper dispenser - Reset	1.00 EA			
83	Install Handicap grab bar - Reset	2.00 EA			
84	Install Soap/hand sanitizer dispenser - Reset	1.00 EA			
85	Install Toilet seat cover dispenser	1.00 EA			
86	Install Paper towel dispenser	2.00 EA			
87	Install Mirror - plate glass - Detach & reset	30.00 SF			
88	Finish Hardware Installer - per hour	1.00 HR			
	<b>Electrical</b>				
89	Wall heater - Reset	1.00 EA			
	<b>Cabinets &amp; Countertops</b>				
90	Install Countertop - flat laid plastic laminate	6.67 LF			
91	Backsplash - flat laid plastic laminate - Reset	10.67 LF			
	<b>Cleaning</b>				
92	Final cleaning - construction - Commercial	146.12 SF			
	<b>Meeting Room 1</b>				
	<b>Walls</b>				
93	Batt insulation replacement per LF - 6" - up to 2' tall	47.83 LF			
94	5/8" - drywall per LF - up to 2' tall	95.67 LF			
95	Texture drywall - machine	191.33 SF			
96	Seal more than the floor perimeter w/PVA primer - one coat	382.67 SF			

97	Paint the walls - one coat	972.61 SF			
98	Mask and prep for paint - plastic, paper, tape (per LF)	95.67 LF			
99	Carpenter - Mechanic - per hour	0.50 HR			
100	Window blind - horizontal or vertical - Detach & reset	3.00 EA			
	<b>Floors</b>				
101	Floor prep (scrape rubber back residue)	548.65 SF			
102	Glue down carpet - High grade	615.67 SF			
103	Additional labor cost for Berber or patterned carpets	548.65 SF			
104	Cove base molding - rubber or vinyl, 4" high	95.67 LF			
	<b>Cabinetry</b>				
105	Cabinetry - lower (base) units - Reset	12.25 LF			
106	R&R Toe kick - pre-finished wood - 1/2"	12.30 LF			
107	Backsplash - flat laid plastic laminate - Reset	14.25 LF			
108	P-trap assembly - ABS (plastic)	1.00 EA			
109	Angle stop valve	2.00 EA			
110	Plumbing fixture supply line	2.00 EA			
	<b>Cleaning</b>				
111	Final cleaning - construction - Commercial	548.65 SF			
112	Clean window unit (per side) 10 - 20 SF	1.00 EA			
113	Clean window unit (per side) 21 - 40 SF	2.00 EA			
	<b>Meeting Room 1 Storage</b>				
	<b>Walls</b>				
114	Batt insulation replacement per LF - 4" - up to 2' tall	16.67 LF			
115	Batt insulation replacement per LF - 6" - up to 2' tall	6.00 LF			
116	5/8" - drywall per LF - up to 2' tall	33.33 LF			
117	Texture drywall - machine	66.67 SF			
118	Seal more than the floor perimeter w/PVA primer - one coat	133.33 SF			
119	Paint the walls - one coat	338.89 SF			
120	Mask and prep for paint - plastic, paper, tape (per LF)	33.33 LF			
121	Install Shelving - Reset	96.00 LF			
	<b>Floors</b>				
122	Floor prep (scrape rubber back residue)	61.42 SF			
123	Cove base molding - rubber or vinyl, 4" high	33.33 LF			

124	Glue down carpet - High grade	111.50 SF			
125	Additional labor cost for Berber or patterned carpets	61.42 SF			
	<b>Cleaning</b>				
126	Final cleaning - construction - Commercial	61.42 SF			
	<b>Meeting Room 2</b>				
	<b>Walls</b>				
127	Batt insulation replacement per LF - 4" - up to 2' tall	9.08 LF			
128	5/8" - drywall per LF - up to 2' tall	9.08 LF			
129	Texture drywall - machine	18.17 SF			
130	Seal the surface area w/PVA primer - one coat	22.00 SF			
131	Paint the walls - one coat	991.25 SF			
132	Mask and prep for paint - plastic, paper, tape (per LF)	97.50 LF			
133	Window blind - horizontal or vertical - Detach & reset	3.00 EA			
134	Carpenter - Mechanic - per hour	0.50 HR			
	<b>Cabinetry</b>				
135	Cabinetry - lower (base) units - Reset	10.67 LF			
136	R&R Toe kick - pre-finished wood - 1/2"	10.67 LF			
137	Backsplash - flat laid plastic laminate - Reset	12.67 LF			
138	P-trap assembly - ABS (plastic)	1.00 EA			
139	Angle stop valve	2.00 EA			
140	Plumbing fixture supply line	2.00 EA			
141	Install Instant hot water dispenser	1.00 EA			
	<b>Cleaning</b>				
142	Clean window unit (per side) 21 - 40 SF	3.00 EA			
143	Clean floor, strip & wax	568.72 SF			
144	Final cleaning - construction - Commercial	568.72 SF			
	<b>Clinic</b>				
	<b>Walls</b>				
145	Batt insulation replacement per LF - 6" - up to 2' tall	31.00 LF			
146	5/8" - drywall per LF - up to 2' tall	62.00 LF			
147	Texture drywall - machine	124.00 SF			
148	Seal more than the floor perimeter w/PVA primer - one coat	248.00 SF			
149	Paint the walls - one coat	630.33 SF			

150	Mask and prep for paint - plastic, paper, tape (per LF)	62.00 LF			
151	Carpenter - Mechanic - per hour	0.50 HR			
152	Window blind - horizontal or vertical - Detach & reset	3.00 EA			
153	Window drapery - hardware - Detach & reset	3.00 EA			
	<b>Floors</b>				
154	Floor prep (scrape rubber back residue)	227.41 SF			
155	Glue down carpet - High grade	284.00 SF			
156	Additional labor cost for Berber or patterned carpets	227.41 SF			
157	Cove base molding - rubber or vinyl, 4" high	62.00 LF			
	<b>Cabinetry</b>				
158	Cabinetry - lower (base) units - Reset	6.50 LF			
159	R&R Toe kick - pre-finished wood - 1/2"	6.50 LF			
160	Backsplash - flat laid plastic laminate - Reset	8.67 LF			
161	P-trap assembly - ABS (plastic)	1.00 EA			
162	Angle stop valve	2.00 EA			
163	Plumbing fixture supply line	2.00 EA			
164	Install Instant hot water dispenser	1.00 EA			
	<b>Cleaning</b>				
165	Final cleaning - construction - Commercial	227.41 SF			
166	Clean window unit (per side) 10 - 20 SF	3.00 EA			
	<b>Reception</b>				
	<b>Walls</b>				
167	Batt insulation replacement per LF - 4" - up to 2' tall	16.25 LF			
168	5/8" - drywall per LF - up to 2' tall	32.50 LF			
169	Texture drywall - machine	65.00 SF			
170	Seal more than the floor perimeter w/PVA primer - one coat	130.00 SF			
171	Paint the walls - one coat	336.36 SF			
172	Mask and prep for paint - plastic, paper, tape (per LF)	72.00 LF			
	<b>Cabinetry</b>				
173	Cabinetry - lower (base) units - Reset	9.00 LF			
174	R&R Toe kick - pre-finished wood - 1/2"	9.00 LF			
175	Install Countertop - flat laid plastic laminate	22.08 LF			
176	Backsplash - flat laid plastic laminate - Reset	18.67 LF			



	<b>Floors</b>				
177	Floor prep (scrape rubber back residue)	115.62 SF			
178	Glue down carpet - High grade	168.17 SF			
179	Additional labor cost for Berber or patterned carpets	115.62 SF			
	<b>Trim</b>				
180	Cove base molding - rubber or vinyl, 4" high	24.38 LF			
181	Baseboard - 6" MDF - flat profile	8.13 LF			
182	Paint baseboard, oversized - two coats	16.25 LF			
	<b>Cleaning</b>				
183	Final cleaning - construction - Commercial	115.62 SF			
	<b>Source Room /Subroom: Hallway</b>				
	<b>Ceiling</b>				
184	5/8" drywall - hung, taped, ready for texture	655.55 SF			
185	Texture drywall - machine	655.55 SF			
186	Seal the ceiling w/PVA primer - one coat	655.55 SF			
187	Paint the ceiling - one coat	655.55 SF			
188	Install Sprinkler head/escutcheon - Reset	6.00 EA			
189	Detach & Reset Ceiling diffusers / grills - square, lay-in - 24"	3.00 EA			
190	Install In-wall / In-ceiling speaker - Reset	1.00 EA			
	<b>Walls</b>				
191	Batt insulation - 4" - R13 - unfaced batt	366.60 SF			
192	Batt insulation - 6" - R21 - unfaced batt	366.60 SF			
193	Drywall window return - up to 6"	128.00 LF			
194	5/8" drywall - hung, taped, ready for texture	733.19 SF			
195	Texture drywall - machine	733.19 SF			
196	Seal the walls w/PVA primer - one coat	733.19 SF			
197	Paint the walls - one coat	733.19 SF			
198	Mask and prep for paint - plastic, paper, tape (per LF)	148.41 LF			
199	Shelving - 12" - in place	50.00 LF			
200	Carpenter - Mechanic - per hour	2.00 HR			
201	Window blind - horizontal or vertical - Detach & reset	3.00 EA			
	<b>Floors</b>				
202	Floor prep (scrape rubber back residue)	655.55 SF			

203	Glue down carpet - High grade	729.75 SF			
204	Additional labor cost for Berber or patterned carpets	655.55 SF			
	<b>Trim</b>				
205	Baseboard - 6" MDF - flat profile	68.49 LF			
206	Paint baseboard, oversized - two coats	68.49 LF			
	<b>Electrical</b>				
207	Install Light fixture - Reset - Large	4.00 EA			
208	Hanging light fixture - Premium grade	3.00 EA			
209	Recessed light fixture	1.00 EA			
210	Light fixture	1.00 EA			
211	Commercial smoke detector	1.00 EA			
	<b>Cabinetry</b>				
212	Laminated plastic cabinets - lower unit - Comm grade	7.00 LF			
213	Countertop - solid surface	14.00 SF			
214	Backsplash - solid surface - Unattached	2.50 LF			
215	Detach & Reset Cabinet knob or pull	3.00 EA			
	<b>Windows</b>				
216	Window sill	24.25 LF			
217	Seal & paint window sill	24.25 LF			
	<b>Cleaning</b>				
218	Final cleaning - construction - Commercial	655.55 SF			
219	Clean window unit (per side) 21 - 40 SF	6.00 EA			
	<b>Office</b>				
	<b>Walls</b>				
220	Batt insulation replacement per LF - 4" - up to 2' tall	19.33 LF			
221	Batt insulation replacement per LF - 6" - up to 2' tall	8.17 LF			
222	5/8" - drywall per LF - up to 2' tall	38.67 LF			
223	Texture drywall - machine	77.33 SF			
224	Seal more than the floor perimeter w/PVA primer - one coat	154.67 SF			
225	Paint the walls - one coat	393.11 SF			
226	Mask and prep for paint - plastic, paper, tape (per LF)	38.67 LF			
227	Window blind - horizontal or vertical - Detach & reset	3.00 EA			
	<b>Floors</b>				

228	Floor prep (scrape rubber back residue)	91.19 SF			
229	Glue down carpet - High grade	141.50 SF			
230	Additional labor cost for Berber or patterned carpets	91.19 SF			
231	Cove base molding - rubber or vinyl, 4" high	38.67 LF			
	<b>Cleaning</b>				
232	Final cleaning - construction - Commercial	91.19 SF			
233	Clean window unit (per side) 10 - 20 SF	1.00 EA			
	<b>Auditorium</b>				
	<b>Walls</b>				
234	Batt insulation replacement per LF - 4" - up to 2' tall	14.00 LF			
235	5/8" - drywall per LF - up to 2' tall	14.00 LF			
236	Judges paneling - shaker style - hardwood	56.00 SF			
237	Paint - judges paneling - two coats	56.00 SF			
238	Mask and prep for paint - plastic, paper, tape (per LF)	145.47 LF			
	<b>Floors</b>				
239	Sand & finish wood floor (natural finish)	1219.56 SF			
240	Add for dustless floor sanding	1219.56 SF			
241	Cove base molding - rubber or vinyl, 4" high	14.00 LF			
	<b>Cleaning</b>				
242	Clean window unit (per side) 21 - 40 SF	2.00 EA			
243	Final cleaning - construction - Commercial	1219.56 SF			
	<b>Kitchen</b>				
	<b>Ceiling</b>				
244	Paint the ceiling - one coat	485.14 SF			
	<b>Walls</b>				
245	Batt insulation replacement per LF - 4" - up to 2' tall	51.64 LF			
246	5/8" - drywall per LF - up to 2' tall	103.27 LF			
247	5/8" drywall - hung, taped, ready for texture	159.73 SF			
248	Texture drywall - machine	206.55 SF			
249	Seal more than the floor perimeter w/PVA primer - one coat	413.10 SF			
250	Paint part of the walls - one coat	934.41 SF			
251	Plastic laminate wall finish w/trim - Commercial	75.00 SF			
252	Mask and prep for paint - plastic, paper, tape (per LF)	169.23 LF			

253	Install Restaurant equip. - Wall shelving - 12" deep, S.S. - Detach & Reset	12.42 LF			
254	Carpenter - Mechanic - per hour	4.00 HR			
	<b>Floors</b>				
255	Floor preparation for resilient flooring	479.67 SF			
256	Vinyl floor covering (sheet goods) - High grade	614.50 SF			
257	Vinyl cove - 4" wrap	103.27 LF			
	<b>Doors</b>				
258	Door threshold - Detach & reset	3.00 LF			
259	Door Installer/Finish Carpenter - per hour	16.00 HR			
	<b>Cabinetry</b>				
260	R&R Laminated plastic cabinets - lower unit - Comm grade	14.67 LF			
261	Laminated plastic cabinets - lower unit - Comm grade	17.17 LF			
262	Detach & Reset Countertop - solid surface	118.50 SF			
263	Backsplash - solid surface - Unattached	38.00 LF			
264	Detach & Reset Cabinet knob or pull	42.00 EA			
	<b>Plumbing</b>				
265	Install Floor sink with grate - 10" sump depth - Detach & reset	2.00 EA			
266	Sink - double basin - Detach & reset	1.00 EA			
267	Sink - single - Reset	1.00 EA			
268	Install Sink - trough style - Commercial	1.00 EA			
269	R&R P-trap assembly - ABS (plastic)	2.00 EA			
270	R&R Plumbing fixture supply line	4.00 EA			
271	R&R Angle stop valve	4.00 EA			
	<b>Doors</b>				
272	Paint door slab only - 2 coats (per side)	1.00 EA			
	<b>Appliances</b>				
273	Refrigerator - Reset	3.00 EA			
274	Range - Commercial - gas - Reset	1.00 EA			
	<b>Cleaning</b>				
275	Final cleaning - construction - Commercial	479.67 SF			
	<b>Kitchen Office</b>				
	<b>Walls</b>				

276	Batt insulation replacement per LF - 4" - up to 2' tall	31.08 LF			
277	Batt insulation replacement per LF - 6" - up to 2' tall	7.42 LF			
278	5/8" - drywall per LF - up to 2' tall	38.50 LF			
279	Texture drywall - machine	77.00 SF			
280	Seal more than the floor perimeter w/PVA primer - one coat	154.00 SF			
281	Paint the walls - one coat	391.42 SF			
282	Mask and prep for paint - plastic, paper, tape (per LF)	38.50 LF			
283	Window blind - horizontal or vertical - Detach & reset	1.00 EA			
	<b>Floors</b>				
284	Floor preparation for resilient flooring	87.76 SF			
285	Vinyl floor covering (sheet goods) - High grade	130.92 SF			
286	Cove base molding - rubber or vinyl, 4" high	38.50 LF			
	<b>HVAC</b>				
287	Detach & Reset AC unit w/sleeve - through-wall/window - 8,000 BTU	1.00 EA			
	<b>Cleaning</b>				
288	Final cleaning - construction - Commercial	87.76 SF			
289	Clean window unit (per side) 10 - 20 SF	1.00 EA			
	<b>Entry 2</b>				
	<b>Walls</b>				
290	Batt insulation replacement per LF - 4" - up to 2' tall	42.17 LF			
291	5/8" - drywall per LF - up to 2' tall	46.17 LF			
292	Texture drywall - machine	91.33 SF			
293	Seal more than the floor perimeter w/PVA primer - one coat	182.67 SF			
294	Paint the walls - one coat	1037.33 SF			
295	Mask and prep for paint - plastic, paper, tape (per LF)	170.65 LF			
	<b>Floors</b>				
296	Floor prep (scrape rubber back residue)	235.72 SF			
297	Glue down carpet - High grade	304.08 SF			
298	Additional labor cost for Berber or patterned carpets	235.72 SF			
	<b>Trim</b>				
299	Baseboard - 6" MDF - flat profile	45.67 LF			
300	Paint baseboard, oversized - two coats	45.67 LF			

	<b>Cleaning</b>				
301	Final cleaning - construction - Commercial	235.72 SF			
	<b>Porch</b>				
302	Batt insulation - 10" - R30 - unfaced batt	482.02 SF			
303	Soffit - wood - tongue & groove	120.50 SF			
304	Prime & paint exterior soffit - wood	482.02 SF			
305	Mask the floor per square foot - plastic and tape - 4 mil	482.02 SF			
306	Clean with pressure/chemical spray	482.02 SF			
307	Sprinkler head/escutcheon - Detach & reset	3.00 EA			
	<b>Meeting Room 2 Storage</b>				
	<b>Cleaning</b>				
308	Final cleaning - construction - Commercial	196.39 SF			
	<b>Kitchen Storage 1</b>				
	<b>Walls</b>				
309	Paint the walls - one coat	176.67 SF			
	<b>Floors</b>				
310	Remove Vinyl floor covering (sheet goods)	20.84 SF			
311	Vinyl floor covering (sheet goods) - High grade	82.08 SF			
312	Vinyl cove - 4" wrap	22.08 LF			
	<b>Cleaning</b>				
313	Final cleaning - construction - Commercial	20.84 SF			
	<b>Kitchen Storage 2</b>				
	<b>Walls</b>				
314	Paint the walls - one coat	236.67 SF			
	<b>Floors</b>				
315	Remove Vinyl floor covering (sheet goods)	35.38 SF			
316	Vinyl floor covering (sheet goods) - High grade	99.67 SF			
317	Vinyl cove - 4" wrap	29.58 LF			
	<b>Doors</b>				
318	Paint door slab only - 2 coats (per side)	1.00 EA			
	<b>Cleaning</b>				
319	Final cleaning - construction - Commercial	35.38 SF			
	<b>Sprinkler Repairs</b>				

320	Plumber - per hour	6.00 HR			
321	Drain and re-charge wet fire suppression system	1.00 EA			
	<b>Electrical</b>				
322	Megohmmeter check electrical circuits - single circuit	4.00 EA			
	<b>General Conditions</b>				
323	Commercial Supervision / Project Management - per hour	180.00 HR			
324	Dumpster load - Approx. 30 yards, 5-7 tons of debris	1.00 EA			
325	General clean - up	8.00 HR			
326	Temporary toilet (per month)	3.00 MO			
327	Scissor lift - 20' platform height (per month)	1.00 MO			

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

**ALTERNATIVES:**

None.

**ADDENDA ACKNOWLEDGMENT:**

The undersigned acknowledges receipt of the following addenda: (List by number and date appearing on addenda.)

ADDENDUM NO.	DATE	ADDENDUM NO.	DATE
_____	_____	_____	_____
_____	_____	_____	_____

**TIME FOR COMPLETION:**

- A. Undersigned acknowledges and agrees to abide by all provisions of the "Time for Completion" specified in Instructions to Bidders. Undersigned agrees to commence work under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner, and to fully complete the project as indicated therein.

**CHANGES IN WORK:**

- A. The undersigned agrees that when changes in Work are ordered which involve extra cost over and above Contract Price, and when such work, due to an emergency, is ordered to proceed on basis of cost-plus-fee, such shall be as required by the General Conditions and Supplementary Conditions.

**PROFIT AND OVERHEAD FORMULA**

A. For changes in the work, the following profit and overhead formula shall be used:

Net Increase	Profit	_____
	Overhead	_____
Net Decrease	Profit	_____
	Overhead	_____

**Bidder Name:** \_\_\_\_\_

**REPRESENTATIONS AND CERTIFICATIONS**

Bidder shall submit **Exhibit C** Bidder’s Responsibility Information Form as per Section IV.E along with the Bid Form and any other required Bid submittals.

BIDDER’S EMPLOYERS FEDERAL TAX IDENTIFICATION NUMBER (EIN) < > OR  
SOCIAL SECURITY IDENTIFICATION NUMBER < >

State of Oregon Certified Minority-owned, Women-owned or Emerging Small Business  YES  NO  
IF YES, PROVIDE CERTIFICATION NUMBER < >

The undersigned hereby certifies under penalty of perjury that to the best of my knowledge the Bidder does not discriminate in its employment practices with regard to race, creed, age, religious affiliation, sex, disability, sexual orientation, or national origin. Nor has Bidder or will Bidder discriminate against a subcontractor in the awarding of a subcontract because the subcontractor is:

- A minority-owned, women-owned, or emerging small business enterprise certified under ORS 200.055, or
- A business enterprise that is owned or controlled by or that employs a disabled veteran, as defined in ORS 408.225.

If awarded, the Bidder (Contractor) agrees to be bound by and will comply with the provisions of 279C.838, 279.840 or 40 U.S.C. 3141 to 3148.

The undersigned hereby certifies under penalty of perjury that to the best of my knowledge the Bid was prepared independently from all other Bidders, and without collusion, fraud, or other dishonesty.

The Bid submitted is in response to the specific language contained in the ITB, and Bidder has made no assumptions based upon either (a) verbal or written statements not contained in the ITB, or (b) any previously-issued ITB, if any.

The undersigned hereby certifies that Bidder has the authority and/or responsibility to submit a Bid and to represent the Bidder in all phases of this Bid process.

Bidder’s (Company) Name: < > Date: < >

CCB#: < >

Signature \_\_\_\_\_



Name < >

Title < >

Street Address < >

City < > State < > Zip < >

Phone < >

E-Mail < >

**FAILURE TO COMPLETE, SIGN AND SUBMIT THIS FORM MAY BE CAUSE FOR BID REJECTION. ELECTRONIC SIGNATURES ARE ACCEPTED.**