



REQUEST FOR PROPOSALS

SITE WORK AND INSTALLATION SERVICES FOR (1) ONE NEW DOUBLE WIDE MANUFACTURED HOME

The City of Sedro-Woolley is soliciting proposals through our small works roster utilizing the limited public works process for **site work and installation services** for one new manufactured home.

Bids are due by **2 pm on Thursday, December 7, 2017**. Bids may be submitted in person, by U.S. Mail, facsimile or email to: City of Sedro-Woolley, Public Works Department, 325 Metcalf Street, Sedro-Woolley, WA 98284, (360) 855-0771, facsimile 360-855-0733, email irosario@ci.sedro-woolley.wa.us. Results of the bid will be posted on the city website after award.

This contract will provide for the services necessary to install a new double wide manufactured home that the city has acquired for use as a resident park caretakers unit at Riverfront Park. The unit requiring installation is a Palm Harbor Home, American Dream 2, model number 4P48F09. The dimensions of the finished unit are 27' x 48'. Work will consist of the removal and disposal of the existing 14' x 66' single-wide trailer that currently occupies the site. Contractor will then provide foundation prep for the new unit, installation, interior and exterior finishing, and reconnecting utilities to the new unit, and concrete skirting located at Riverfront Park, 1001 River Rd., Sedro-Woolley, WA 98284

The City of Sedro-Woolley will provide the city building permit for installation of the new unit and demolition permit of the existing unit. Any other required permitting shall be the responsibility of the contractor.

For budgetary purposes, all work must be completed prior to **January 19th 2018**.

Minimum bid submittal and specifications may be viewed at the City of Sedro-Woolley website at: http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php

City staff will assist contractor with project scheduling and coordination with building occupants.

Bids shall include total costs including mobilization, demobilization, labor and materials, obtaining necessary licenses and permits (Local and/or state) unless specified otherwise, and all equipment necessary to safely complete the job and disposal of all related waste and cleanup of the site.

All work shall be done in accordance with the listed Bid Submittal and Specifications located in the Bid Documents, the Manufactured Home Installation Instructions, Sedro-Woolley Manufactured Home Guidelines, Building Codes, and other referenced documents.

See the Public Works Agreement for this project on the city's website at: http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php under Bids and Awards, **Site Work and Installation Services for (1) One New Doublewide Manufactured Home** for insurance, bonding, prevailing wage provisions and other provisions applicable to this contract.

State prevailing wage rates per Washington State Department of Labor and Industries are required for this project. For current rates in Skagit County use the following link: <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx> and use the bid close date as the effective date.

Contractors must be registered contractors at time of bid, have a current UBI number, have industrial insurance coverage as verified by WA L&I, have an Employment Security Department number, have a WA state Excise Tax Registration Number, and must not be disqualified from bidding per the Debarred Contractors list per RCW 39.04.350. Successful bidder must have or shall obtain a Sedro-Woolley business license.

Bidder shall register or maintain registration on the MRSC Small Works Roster at <http://www.mrscrosters.org> prior to award.

Interested contractors are to submit (utilizing the forms provided):

- Bid Proposal form
- Statement of Bidder's Qualifications
- Certification of Compliance with Wage Payment Statutes

For questions regarding this project or to schedule a site visit contact, Nathan Salseina, Public Works Operations Division Manager at 360-661-6492 between the hours of 7:00 am and 3:30 pm.

The City of Sedro-Woolley reserves the right to accept a proposal of the bidder submitting the lowest responsible bid, to reject any or all bids, revise or cancel the work to be performed, or do the work otherwise, if the best interest of the City is served thereby. The City of Sedro-Woolley also reserves the right to postpone the bid award for a period of thirty (30) calendar days after bid opening.

The City of Sedro-Woolley, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

ADVERTISED: December 1, 2017 - On line at City of Sedro-Woolley Web Site at http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php

RFP E-MAILED: December 1, 2017 - MRSC Small Works Roster Main Category: Structures; Sub-Category: Portable Classrooms Installation