



## INVITATION TO BID

### 2018 On-Call Electrical Services for Miscellaneous Electrical Services of an Emergent Nature

The City of Sedro-Woolley is soliciting bids under the city's Small Works Roster process utilizing MRSC Rosters for a 12 month on-call electrical services agreement beginning on March 1, 2018.

Contractor shall provide electrical services to various City of Sedro-Woolley job sites including, but not limited to, the Wastewater Treatment Plant, Wastewater and Stormwater Pump Stations, City Hall, Fire and Police Building, Parks Shop, Solid Waste Shop, Street Shop, Cemetery Shop, Community Center, Senior Center and Library.

Electrical work may consist of, but not be limited to:

- Troubleshooting and repairing electrical issues with pumps, equipment, backup generators and UPS systems
- Troubleshooting and repairing electrical issues with sanitary sewer and stormwater pump stations, including float and ultrasonic control systems.
- Hard wiring new pumps or plant equipment
- Adding new electrical services
- Troubleshooting and repairing wiring, lighting and HVAC systems in City buildings
- Troubleshooting and repairing Street Lights

Electrical jobs will be scheduled by various City Department Heads on an as needed basis. Individual tasks will be assigned by Task Order. Scheduled Electrical services shall be performed Monday through Friday between the hours of 8:00 AM and 5:00 PM. There may be occasions when job completion runs beyond the normal working hours or when a Contractor is called in for an after hours emergency. Contractors will respond within 1 hour during normal working hours and within 2 hours for after hour, weekend and holiday calls. The cumulative annual value of the work is estimated at \$20,000, but actual work will vary and no guarantee is made of the actual value of the work.

Materials provided for individual projects will be per the current edition of the National Electrical Code. Construction will be performed per the current edition of the National Electrical Code and City standards. See the attached Public Works Agreement 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 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. Successful bidder must have or shall obtain a Sedro-Woolley business license. Bidder shall register or maintain registration on our MRSC Small Works Roster Prior to award.

**Proposals are due by 2 pm on Thursday, February 1, 2018.** A formal bid opening will not be held. Proposals 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 [jrosario@ci.sedro-woolley.wa.us](mailto:jrosario@ci.sedro-woolley.wa.us). Results of the bid will be posted on the city website after award.

Interested contractors are to provide:

- A **bid proposal** utilizing the form provided
- A **current rate sheet** including labor and equipment rates, mark-up rate for materials, estimated mobilization/demobilization cost for the sample project
- A **Statement of Bidder's Qualifications** including references utilizing the form provided
- **Certification of Compliance** with Wage Payment Statutes utilizing the form provided

Basis for selection will consist of comparison of proposals for man-hour, equipment rates and mobilization/demobilization costs per the attached sample project, a review of qualifications and references, and capacity to respond within the time frame stated. Based on responses received, a minimum of two contractors will be selected. Contracts will be awarded to selected contractors. It is anticipated that the lowest responsible bidder will be utilized for work under this contract, but should the primary contractor be unavailable, the work will be offered to the next contract holder according to the ranking of bids received.

The City of Sedro-Woolley reserves the right, without any liability on our part, 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, 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.

For technical questions relating to this request for proposals or to schedule a site visit please contact Debbie Allen, Wastewater Division Supervisor by phone at 360-856-1100 or by email at [dallen@ci.sedro-woolley.wa.us](mailto:dallen@ci.sedro-woolley.wa.us) between the hours of 8:00 am and 4:30 pm Monday through Friday or contact Nathan Salseina, Public Works Operations Supervisor by phone at 360-856-5167 or by email at [nsalseina@ci.sedro-woolley.wa.us](mailto:nsalseina@ci.sedro-woolley.wa.us) between the hours of 7:00 am and 3:30pm Monday through Friday.

ADVERTISED: January 18, 2018 - On line at City of Sedro-Woolley Web Site at [http://www.ci.sedro-woolley.wa.us/resources/bids\\_and\\_awards/index.php](http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php)

INVITATION TO BID E-MAILED: January 18, 2018 - MRSC Small Works Roster - **Main Category:** Electrical and Communication