



INVITATION TO BID 2018 Annual Plumbing On-Call Services

The City of Sedro-Woolley is soliciting bids under the City's Small Works Roster process for an emergency on call contract for plumbing repair services. The annual contract will cover emergency on call services for a 12 month period beginning on March 1, 2018 and ending on February 28, 2019. Proposals shall cover the following on-call service at the following locations:

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| 1. Sedro-Woolley Municipal Building | 325 Metcalf Street |
| 2. Sedro-Woolley Senior Center | 715 Pacific Street |
| 3. Sedro-Woolley Public Library | 802 Ball Street |
| 4. Sedro-Woolley Community Center | 703 Pacific Street |
| 5. Bingham Park Caretaker Residence | 340 Bingham Park Loop |
| 6. Hammer Heritage Square | 640 Metcalf Street |
| 7. Police Evidence Garage | 300 Metcalf Street |
| 8. Riverfront Park | 1001 River Rd |
| 9. Memorial Park | 703 Pacific Street |
| 10. Bingham Park | 340 Bingham Park Loop |
| 11. Sedro-Woolley Fire Station 2 | 1218 North Township Street |
| 12. Wastewater Treatment Plant Operations | 401 Alexander Street |
| 13. Solid Waste Operations | 315 Sterling Street |
| 14. Public Works Operations Shop | 409 Alexander Street |
| 15. Cemetery Shop | 1450 Wicker Road |
| 16. Winnie Houser Park and Playfield | 1400 Rhodes Road |

SCOPE OF WORK

Purpose: The purpose of this proposal is to establish an annual contract to provide for the repair and maintenance of plumbing systems for the City of Sedro-Woolley. This work will include annual testing for nineteen (20) backflow devices from ¾-inch to 6-inch diameter at various locations within the City of Sedro-Woolley. The annual contract limit will not exceed \$10,000. Actual value will vary, with a no minimum amount guaranteed.

All bidders must be qualified and familiar with all plumbing systems and must have demonstrated a past history of responsiveness, technical expertise, and professionalism. Contractor will respond to City calls within 1 hour after receipt of request between 8:00 a.m. - 4:30 p.m., Monday thru Friday, and within two hours between 4:30 p.m. - 8:00 a.m., Monday thru Friday and weekends and holidays. Response time is defined as having adequate resources necessary to perform the work on site.

Contractor will troubleshoot and/or diagnose plumbing problems and recommend emergency or routine repair programs as required.

Contractor will assist City personnel in location of necessary repair parts. City personnel will procure parts as necessary or may designate that the contractor supply parts.

Contractor will assist City personnel in making repairs to eliminate or reduce downtime of vital plumbing systems at various City facilities.

Contractor will be required to have all necessary equipment. Contractor will provide the necessary manpower and equipment to perform normal plumbing repairs or replacements and emergency repair or replacement.

Materials provided for individual projects will be per the current edition of the International Building Code. Work will be performed per the current edition of the International Building Code and City standards. See the Public Works Agreement for this project on the city's website http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php under Bids and Awards, **2018 Annual Plumbing On-Call Services** tab 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 the MRSC Consultant Roster Prior to award.

Interested contractors are to submit a completed:

- **Proposal Form**
- A current **rate sheet** including labor and equipment rates, mark-up rate for materials
- A **Statement of Bidder's Qualifications** including references utilizing the form provided
- **Certification of Compliance with Wage Payment Statutes** utilizing the form provided

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. Results of the bid will be posted on the city website after award.

Basis for selection will consist of comparison of on-call plumbing services based on a sample service repair trip using quoted man-hour, equipment rates and mobilization/demobilization costs, a review of qualifications and references, and capacity to respond within the time frame stated.

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 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 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

INVITATION TO BID E-MAILED: January 18, 2018 - MRSC Small Works Roster – **Main Category:** Plumbing Installation, Repair, and Maintenance; **Sub-Category:** Plumbing.