



## INVITATION TO BID

### 2019 Backup Generator Maintenance and On-Call Services

The City of Sedro-Woolley is soliciting bids under the City's Small Works Roster process for a 12 month period generator maintenance and on-call services contract beginning on March 1, 2019. Quarterly preventative maintenance shall be scheduled for the months of May, November and February. Annual maintenance shall be scheduled for August. Detailed maintenance reports shall be left at the Wastewater Treatment Plant following each service. This quote shall be for service performed between March 1, 2019 and February 29, 2020.

#### **Schedule 1:**

Bid proposal shall be a lump sum bid to provide Annual and Quarterly Preventative Maintenance for fourteen (14) Backup Generator Sets as specified in *Sample* PUBLIC WORKS AGREEMENT 2019-PW-XX and ATTACHMENT A.

#### **Schedule 2:**

Bid proposal shall be based on an 8 hour **sample project** to be used for on-call repairs and service comparison. Individual tasks will be assigned by Task Order. Scheduled on-call repairs and 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.

See the attached *sample* 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.

**Bids are due by 2 pm on Thursday, February 7, 2019.** 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 [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 shall provide:**

- A completed proposal form – utilizing the form provided
- A current rate sheet including labor and equipment rates, mark-up rate for materials, estimated mobilization/demobilization rates – may provide on company letterhead
- 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 lump sum bid and bid 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.

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.

Technical questions relating to this request for quotations or to schedule a site visit please contact Debbie Allen, Wastewater Division Supervisor at 360-856-1100 between the hours of 8:00 am and 4:30 pm or Nathan Salseina, PW Operations Supervisor at 360-661-6492 between the hours of 7:30 and 3:30 pm.

ADVERTISED: January 24, 2019 - 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 24, 2019 - MRSC Small Works Roster - **Main Category:** Facility Construction, Repair, and Maintenance  
**Sub-category:** Generator Installation, Repair, and Maintenance