



INVITATION FOR BID

2021 Backup Generator Maintenance and Unit Priced Services

The City of Sedro-Woolley is soliciting bids under the City's Small Works Roster utilizing MRSC Rosters and the Limited Public Works process for a 12-month period generator maintenance and unit priced (as-needed) services contract beginning on March 1, 2021. 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, 2021 and February 28, 2022.

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 and ATTACHMENT A.

Schedule 2:

Bid proposal shall be a lump sum bid to provide Annual Preventative Maintenance for one (1) Portable Backup Generator Set as specified in *Sample* PUBLIC WORKS AGREEMENT and ATTACHMENT A.

Schedule 3:

Bid proposal shall be based on an 8-hour **sample project** to be used for as-needed repairs and service comparison. Individual tasks will be assigned by Task Order. Scheduled as-needed 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 sample Public Works Agreement for this invitation on the city's website at: http://www.ci.sedro-woolley.wa.us/resources/bids_and_awards/index.php under Bids and Awards, **2021 Backup Generator Maintenance and Unit Priced Services** 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://secure.lni.wa.gov/wagelookup/> and use the bid close date as the effective date.

RCW 39.04.350 establishes bidder responsibility criteria. Before the City may accept a Contractor's bid, the contractor must:

- Be a registered contractor at time of bid submittal (RCW 18.27.020)
- Have a current state Unified Business Identifier (UBI) number
- Have industrial insurance coverage as verified by WA Labor and Industries (RCW Title 51)
- Have an Employment Security Department number (RCW Title 50)
- Have a state Excise Tax Registration number (RCW Title 82)
- Have never been disqualified from bidding under RCW 39.06.101 or 39.12.065(3)
- If bidding on a public works project subject to the apprenticeship utilization requirements in RCW 39.04.320, must not have been found out of compliance by the WA State apprenticeship and training council for the one-year period immediately preceding the date of the bid solicitation.
- Bidders must have received training on the requirements related to public works and prevailing wage under RCW chapters 39.04.350 and 39.12.

- Bidders within the three-year period immediately preceding the date of the bid solicitation, may not have been determined by a final and binding citation and notice of assessment issued by the WA Labor and Industries or through a civil judgement entered by a court as defined in RCW 49.48.082, any provision of 49.46, 49.48, or 49.52.

Bidders shall register or maintain registration on MRSC Rosters at <http://www.mrscrosters.org> prior to bid opening. Successful bidders must have or shall obtain a Sedro-Woolley business license at <https://dor.wa.gov/city-license-endorsements/sedro-woolley> prior to any payment and be current with all applicable licenses, taxes, and fees owed to the City of Sedro-Woolley.

Interested contractors are to submit, have completed, and registered **prior to bid opening**:

- **Bid Proposal Form** utilizing the form provided
- A **Statement of Bidder's Qualifications** including references utilizing the form provided
- **Certification of Compliance with Wage Payment Statutes** utilizing the form provided
- Must have received training related to the public works and prevailing wage requirement or be exempt as verified by WA Labor and Industries (RCW 39.04.350(f))
- Registered on the City of Sedro-Woolley's **Small Works Roster** utilizing MRSC Rosters

Bid Proposals are due by **2 pm on Thursday, February 11, 2021**. A formal bid opening will not be held. Proposals may be submitted in person (*restrictions may apply due to COVID19*), 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.

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.

For technical questions relating to this Invitation for Bid or to schedule a site visit please 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 7:00am and 3:30pm Monday through Friday or Kevin Wynn, Wastewater Division Supervisor by phone at 360-856-1100 or by email at kwynn@ci.sedro-woolley.wa.us between the hours of 8:00am and 4:30pm Monday through Friday.

ADVERTISED: January 28, 2021 - 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 30, 2020 - MRSC Small Works Roster - **Main Category:** Facility Construction, Repair, and Maintenance
Sub-category: Generator Installation, Repair, and Maintenance