



**SMALL WORKS CONTRACT  
Pump Station 10 Access Road Improvements  
Bid No. 23-24**

**Released: August 15, 2023**

**Bids Due: 2:00PM, August 29, 2023 to [chris.marks@mercerisland.gov](mailto:chris.marks@mercerisland.gov)**

## **EXHIBIT A – REQUIRED BID FORMS**

Bidders shall complete and submit one Bid Packet of all documents listed below for bids to be considered responsive. Documents required by the checklist but not included may render your bid non-responsive and ineligible for award. Bids received by the scheduled submittal deadline will be opened but are subject to verification that all the required documents have been submitted. There will be no public bid opening. Bid results will be posted on the City's bid web page for public viewing. All required documents must be signed by an authorized representative.

### **Bid Packet Checklist**

1.  Bid Proposal Form
2.  Subcontractor Listing
3.  Non-Collusion Declaration
4.  Contractor Declaration (RCW 39.04.350)
5.  Bidders Qualification Certificate

**BID PROPOSAL FORM**



**City of Mercer Island - Public Works  
Pump Station 10 Access Road Improvements  
Bid No. 23-24**

<b>BASE BID ITEMS</b>					
7:00am to 4:00pm Monday - Friday					
Item No.	Description	Qty.	Unit	Bid Amount	Extended Total (Qty x Unit Price)
1	Mobilization & Demobilization	1	LS	\$	\$
2	Temporary Traffic Control	1	LS	\$	\$
3	Access Road Preparation	1	LS	\$	\$
4	Recycled Asphalt Pavement (RAP) (City Furnished)	50	CY	\$	\$
5	Hot Mix Asphalt (HMA)	55	TON	\$	\$
6	Force Account	1	EA	\$ 2,000.00	\$ 2,000.00

**TOTAL BASE BID \$** \_\_\_\_\_

<b>OPTIONAL BID ITEMS</b>					
7:00am to 4:00pm Monday - Friday					
Item No.	Description	Qty.	Unit	Bid Amount	Extended Total (Qty x Unit Price)
7	10' Swing Gate	1	LS	\$	\$

**TOTAL OPTIONAL BID \$** \_\_\_\_\_

All blanks on the Bid Proposal Form shall be completed. A bid price shall be indicated in each section. Bidders electing to not furnish pricing for Optional Bid Items may enter the words "No Bid" or "Not Applicable" in the extended total column for those items.

**Total Bid Price = Total Base Bid**

Optional Bid Items are for consideration by the City and will not be used for determination of the apparent low bidder. The City has sole discretion to include or exclude Optional Bid Items for the Contract Award.

The undersigned Bidder hereby declares that they have carefully examined the Contract Documents for the construction of the project, that they have personally inspected the site, that they have satisfied themselves as to the quantities involved, including materials and equipment, and conditions of work involved, including the fact that the description of the quantities of work and materials, as included herein, is brief and is intended only to indicate the general nature of the work and to identify the quantities with the detailed requirements of the Contract Documents, and that this Proposal is made according to the provisions and under the terms of the Contract Documents, which Documents are hereby made a part of this Proposal. The Bidder further declares that they have exercised their own judgment regarding the interpretation of subsurface information and has utilized all data, which they believe pertinent from the Engineer, Owner, and other sources and have made such independent investigations as the Bidder deems necessary in arriving at their conclusions.

The Bidder is hereby notified that no goal for disadvantaged business enterprise utilization has been established for this project. As part of the City's affirmative action effort, however, the City encourages participation of certified disadvantaged businesses and women business enterprises to act as prime contractors as well as subcontractors on this project.

The undersigned Bidder hereby declares that Bidder has carefully examined the Contract Documents including the following addenda, receipt of all is hereby acknowledged:

Addendum No.	Date
_____	_____
_____	_____

\_\_\_\_\_  
Contractor Name

\_\_\_\_\_  
Washington Contractor's Registration No.

\_\_\_\_\_  
Address

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**SUBCONTRACTOR LISTING**

The City of Mercer Island requires a business license for anyone who will be conducting, maintaining, operating or engaging in business within the City limits during any tax year. This includes general contractors and all of the subcontractors working at a Mercer Island job site. This is a general license that grants you, the business owner, the right to conduct business within the City of Mercer Island. The fee for the Business License is \$30.00 a year and needs to be obtained prior to starting work on the Island. This license needs to be renewed each calendar year you work on the Island. A business license application may be obtained online at <https://dor.wa.gov/manage-business/city-license-endorsements/mercer-island>.

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Pursuant to RCW 39.30.060, the Bidder shall list as part of its Bid, either itself or the names of the subcontractors with whom the Bidder, if awarded the contract, will subcontract for performance of the work of heating, ventilation and air conditioning (“HVAC”), plumbing as described in chapter 18.106 RCW, and electrical as described in chapter 19.28 RCW. The Bidder shall not list more than one subcontractor for each category of work.

Failure of the Bidder to submit, as part of the Bid, the names of such subcontractors or to name itself to perform such work or the naming of two or more subcontractors to perform the same category of work shall render the Bidder’s Bid nonresponsive and therefore, void.

The requirement of this section to name the Bidder’s proposed HVAC, plumbing, and electrical subcontractors applies only to proposed HVAC, plumbing, and electrical subcontractors who will contract directly with the general contractor submitting the Bid to the City.

Electrical work must be performed by a licensed electrical contractor. Bidders are cautioned that installation of electrical equipment (PVC or metal conduit, junction boxes or similar work) may be considered electrical work even if for future use and no electrical current is involved.

Bidder should list their company if they will perform any of the work. If the following subcontract work categories do not apply to the work being bid, the bidder must indicate that the subcontract category is “NOT APPLICABLE.”

**HVAC**

Subcontractor Name: \_\_\_\_\_

UBI Number: \_\_\_\_\_

**Plumbing**

Subcontractor Name: \_\_\_\_\_

UBI Number: \_\_\_\_\_

**Electrical**

Subcontractor Name: \_\_\_\_\_

UBI Number: \_\_\_\_\_

**Other Subcontractors Used**

1. Subcontractor Name: \_\_\_\_\_

UBI Number: \_\_\_\_\_

2. Subcontractor Name: \_\_\_\_\_

UBI Number: \_\_\_\_\_

**NON-COLLUSION DECLARATION**

**Project Name:** \_\_\_\_\_

**Bidder/Contractor:** \_\_\_\_\_

I, \_\_\_\_\_, declare under penalty of perjury under the laws of the State of Washington that the following statements are true and correct:

1. I am the representative for the above-named bidder/contractor, and as its \_\_\_\_\_, I am authorized to make the declaration herein on its behalf.
  
2. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.

\_\_\_\_\_  
**Signature and Date**

\_\_\_\_\_  
**Contractor**

**CONTRACTOR DECLARATION PURSUANT TO RCW 39.04.350(2)**

**Project Name:** \_\_\_\_\_

**Bidder/Contractor:** \_\_\_\_\_

I, \_\_\_\_\_, declare under penalty of perjury under the laws of the State of Washington that the following statements are true and correct:

1. I am the representative for the above-named bidder/contractor, and as its \_\_\_\_\_, I am authorized to make the declaration herein on its behalf.
  
2. Within the three-year period immediately preceding the date of the bid solicitation for the above-named project, the above-named bidder/contractor has not been determined by a final and binding citation and notice of assessment issued by the department of labor and industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of chapter 49.46, 49.48, or 49.52 RCW.

\_\_\_\_\_  
**Signature and Date**

\_\_\_\_\_  
**Contractor**

## Bidder's Qualification Certificate

The undersigned hereby certifies and submits the following:

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Owner Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Contact Person's Title \_\_\_\_\_

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

Washington State Contractor Registration # \_\_\_\_\_

Washington State Unified Business Identifier (UBI) # \_\_\_\_\_

Federal Tax ID # \_\_\_\_\_

City of Mercer Island Business License #  
(required prior to award of contract) \_\_\_\_\_

	Yes or No	Account / Registration Number (as applicable)
Does the contractor have industrial insurance coverage for its employees working in Washington as required by Title 51 RCW?	_____	_____
Does the contractor have a Washington State excise tax registration number as required by Title 82 RCW?	_____	_____
Does the contractor have a Washington State Employment Security Department number as required by Title 50 RCW?	_____	_____
Has the contractor been disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3)?	_____	_____
Has the contractor received training on the requirements related to public works contracts and prevailing wage requirements pursuant to RCW 39.04.350(f) and chapter 39.12 RCW, or is the contractor otherwise exempt from this requirement by the department of labor and industries?	_____	_____
Within the three-year period immediately preceding the date of the bid solicitation, has the contractor been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of Chapters 49.46, 49.48, or 49.52 RCW?	_____	_____

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Date**