

Proposal For Bidding Purposes

For:

Electrical Maintenance & Repair Services

**SMALL PUBLIC WORKS PROJECT
SKAGIT COUNTY PUBLIC WORKS**

Must be an approved contractor on the Municipal Research and Services Center (MRSC) Roster in order to Bid this project:

<http://www.mrscrosters.org>



**SKAGIT COUNTY
Public Works Department
1800 Continental Place
Mount Vernon, WA 98273**

PROPOSAL

ELECTRICAL MAINTENANCE & REPAIR SERVICES

Skagit County, Washington

2024

MUST BE AN APPROVED CONTRACTOR ON MRSC ROSTER IN ORDER TO BID THIS PROJECT: <http://www.mrscrosters.org>

All bid envelopes must be plainly marked on the outside, "**Sealed Bid, Electrical Maintenance and Repair Services**"

Sealed Bids will be received at the following location by one of the following delivery methods no later than **Monday, July 1, 2024 at the hour of 11:45 a.m.** No late bid will be considered.

Bids may be hand deliver to: The Reception Desk of Skagit County Commissioners Office located at 1800 Continental Place, Mount Vernon, WA 98273; **or,**

Bids may be mailed to: Skagit County Commissioners
1800 Continental Place
Mount Vernon, WA 98273-5625

The bid opening date for this project will be Monday, July 1, 2024. The bids will be opened and read after 11:45 a.m. on this date.

CONDITION OF AWARD:

It is the intent of Skagit County to award a contract to the low responsible bidder. All terms and conditions listed in the Contract Provisions and Specifications apply to this condition.

ENTIRE PROPOSAL TO BE RETURNED AS YOUR BID PACKAGE

FAILURE TO SIGN OR COMPLETE ALL INFORMATION CAN RESULT IN REJECTION OF THE PROPOSAL AS NON-RESPONSIVE

MANDATORY BIDDER CRITERIA

Before award, the bidder must meet the following bidder responsibility criteria to be considered a responsible bidder. The bidder may be required by Skagit County to submit documentation demonstrating compliance with the criteria. The bidder must:

1. **At time of bid submittal**, the bidder must be registered/licensed contractor in compliance with Chapter 18.27 RCW, and must provide this number with bid. If applicable, bidder may also be required to submit with bid: a) an electrical contractor license, if required by Chapter 19.28 RCW; and/or b) an elevator contractor license, if required by Chapter 70.87 RCW.
2. **At time of bid submittal**, the bidder must have completed the mandatory Prevailing Wage Training offered by the Department of Labor and Industries (L&I), or meet the L&I exemption requirements.
3. The bidder must have a current Washington State Unified Business Identifier (UBI) number and provide the number to Skagit County **at time of bid submittal**. This will be verified with the Washington State Department of Revenue.
4. The bidder must provide Washington State Industrial Insurance Coverage (a/k/a workers' compensation) in accordance with Washington State Department of Labor & Industries, **within 24 hours of the bid submittal deadline**, if applicable.
5. The bidder must provide their Employment Security Department number to Skagit County **at time of bid submittal**, as required in Title 50 RCW, if applicable. Bidder must provide document reflecting the appropriate number from the Employment Security Department to Skagit County **within 24 hours of the bid submittal deadline**, if applicable.
6. The bidder must have a Washington State Excise Tax Registration Number as required in Title 82 RCW, if applicable, **at time of bid submittal**. This will be verified with the Washington State Department of Revenue.
7. The bidder must not be currently disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3). This will be verified with the Washington State Department of Labor & Industries.
8. **FEDERAL DEBARMENT**: The Bidder shall not currently be debarred or suspended by the Federal government. The Bidder shall not be listed as a current debarred or suspended bidder on the U.S. General Services Administration's "System for Award Management System" website, and will be verified through this website:
<https://www.sam.gov/SAM/>

**FAILURE TO SIGN OR COMPLETE ALL INFORMATION ON THE FORMS PROVIDED CAN
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NON-RESPONSIVE.**

PROPOSAL

BOARD OF SKAGIT COUNTY COMMISSIONERS
MOUNT VERNON, WASHINGTON 98273
2024

This certifies that the undersigned has examined the entire bid proposal and contract provisions and specifications for the:

Electrical Maintenance & Repair Services

and that the contract governing the work embraced in this work, and the method by which payment will be made for said work, is understood. The undersigned hereby proposes to undertake and complete the work, or as much thereof as can be completed with the money available in accordance with the said description of work and contract, and the following schedule of rates and prices:

BID DUE NO LATER THAN MONDAY, JULY 1, 2024, AT 11:45 a.m.

Having carefully examined all documents enclosed herein, the undersigned proposes to perform all work in strict compliance with all documents, for the amount set forth below.

- ❑ Bid form must be signed.
- ❑ Use ink and print legibly.
- ❑ Unit prices, when relevant, are mandatory and shall control.
- ❑ Initial and date any changes, erasures or cross-outs.

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A. Unit Price Bid for Labor: The rates will cover project overhead, general company overhead, profit, travel, and any other costs incurred. All labor and benefit rates will be no less than the applicable **Washington State Labor and Industries prevailing wage and benefit rates**. Bidders are to quote one rate for each listed category classification.

Item #	Description	Unit Price
1A	Straight time work	\$ / HR
2A	Overtime work (time and one half)	\$ / HR
3A	Sunday and Holiday work (double time)	\$ / HR
4A	Administrative/Dispatch	\$ / HR

B. Unit Price Mark Up for Materials: The markup range is for the total materials cost in a Task Order. The markup will cover project overhead, general company overhead, profit, and any other costs incurred to supply the materials. **Taxes shall not be included** in the mark up price.

Item #	Description	Mark Up %
1B	Material (Cost plus %) \$0.01 - \$100.00	%
2B	Material (Cost plus %) \$100.01 - \$500.00	%
3B	Material (Cost plus %) \$500.01 and up	%

C. Unit Price Mark Up for Rental Equipment and Services: See Description of Work. **Taxes shall not be included** in the mark up price.

Item #	Description	Mark Up %
1C	Rental Equipment Cost plus %	%
2C	Subcontractor Work (cost)	%

Note: Costs associated with permits, inspections, or affidavit of wages paid will be reimbursed at actual cost. All invoices shall include an itemized list of materials, including costs, to allow for accurate verification of mark ups in accordance with the terms of the agreement.

FOR EVALUATION AND AWARD PURPOSES: Lowest bidder will be determined by 1(A) Straight time work. In the event of a tie then; 1A Straight time work and 1B Material (Cost plus %) \$0.01 - \$100.00 will be considered. In the event of a continued tie then Straight time work and 1B Material (Cost plus %) \$0.01 - \$100.00 and 1C Rental Equipment Cost Plus % will be considered.

The bidder is hereby advised that by signature of this proposal he/she is deemed to have acknowledged all requirements and signed all certificates contained herein.

The undersigned hereby agrees to pay labor not less than the prevailing wage rates in accordance with the requirements of the special provisions for this project.

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PROPOSAL – Signature Page

The bidder is hereby advised that by signature of this proposal he/she is deemed to have acknowledged all requirements and signed all certificates contained herein.

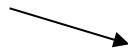
The undersigned hereby agrees to pay labor not less than the prevailing rates of wages in accordance with the requirements of the special provisions for this project.

A proposal guaranty in an amount of twelve thousand five hundred dollars and no/100 (\$12,500.00) dollars, which is equal to five percent (5%) of the estimated contract amount, based upon the approximate estimate of above prices and in the form as indicated below is attached hereto:

- CASHIER'S CHECK In the amount of \$ _____ Dollars
- CERTIFIED CHECK In the amount of \$ _____ Dollars
(Payable to Skagit County)
- PROPOSAL BOND In the amount of twelve thousand five hundred dollars and no/100 (\$12,500.00) dollars, or five percent (5%) of the total estimated contract amount.

Receipt is hereby acknowledged of Addendum(s) No. (s) _____, _____ & _____

**S
I
G
N**



Signature of Authorized Official(s):

Firm Name:

Address:

Phone No.

State of Washington Contractor's License No. _____

UBI No. _____ Employment Security Department No. _____

Note:

- (1) This proposal form is not transferable and any alteration of the firm's name entered hereon without prior permission from the Skagit County will be cause for considering the proposal irregular and subsequent rejection of the bid.
- (2) Should it be necessary to modify this proposal either in writing or by electronic means, please make reference to the following title in your communication: **Electrical Maintenance & Repair Services.**

PROPOSAL MUST BE SIGNED

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IN REJECTION OF THE PROPOSAL AS NON-RESPONSIVE.**

Failure to return this Declaration as part of the bid proposal package will make the bid nonresponsive and ineligible for award.

NON-COLLUSION DECLARATION

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. 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.
2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.

NOTICE TO ALL BIDDERS

To report bid rigging activities call:

1-800-424-9071

The U.S. Department of Transportation (USDOT) operates the above toll free 'hotline' Monday through Friday, 8:00 a.m. to 5:00 p.m., Eastern Standard Time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the 'hotline' to report such activities.

The 'hotline' is part of USDOT's continuing effort to identify and investigate highway construction fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

MUST ACCOMPANY EACH BID

NON-DISBARMENT CERTIFICATION

Are you on Comptroller General's list of Ineligible Contractors or list of parties excluded from Federal procurement or non-procurement programs? NO YES

Company Name: _____

Type of Business Corporation Partnership (general) Partnership (limited)
 Sole Proprietorship Limited Liability Company

FID #: _____

Company Address: _____

The County/State/Zip: _____

Phone: _____ Fax: _____

E-Mail: _____

Print Name of Signatory: _____

Print Title of Signatory: _____

SIGNATURE: _____

MUST ACCOMPANY EACH BID

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STATEMENT OF BIDDER'S EXPERIENCE AND QUALIFICATIONS

The Bidder shall demonstrate to the satisfaction of Skagit County that the Bidder is qualified to perform the work under this contract. To assist the County in the review of the Bidder's qualifications, the Bidder shall provide the requested information indicated below:

Name of Firm/Individual: _____

Address: _____

Phone Number: _____ Fax Number: _____

E-mail Address: _____

Number of years engaged in business: _____ Years

Name, title, and phone number of your agency representative that will be assigned to this project:

_____	_____	_____
Name	Title	Direct Phone Number

Geographical Region of Service: _____ 24-Hour Dispatch Availability: Y / N

Number of Employees: _____ Number of Electrical Field Employees: _____

USL&H Insurance Y / N

References (Minimum of 3):

1. _____
2. _____
3. _____
4. _____
5. _____

(Continued on next page)

Experience with Projects in a Marine Environment (attach additional sheets if necessary):

Additional Awards or Certifications:

Signed this _____ day of _____, 2024.

Signature of Bidder

MUST ACCOMPANY EACH BID

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**SUBMIT THE
ENCLOSED PROPOSAL
BOND FORM WITH
YOUR PROPOSAL**

**USE OF OTHER FORMS
MAY SUBJECT YOUR
BID TO REJECTION**

PROPOSAL BOND

KNOW ALL MEN BY THESE PRESENTS, That we, _____

_____ of _____ as principal, and the _____ a corporation duly

organized under the laws of the State of _____, and authorized to do business in the State of Washington, as surety, are held and firmly bound unto Skagit County in the full and penal sum of five (5) percent of the total amount of the bid proposal of said principal for the work hereinafter described for the payment of which, well and truly to be made, we bind our heirs, executors, administrators and assigns, and successors and assigns, firmly by these presents.

The condition of this bond is such, that whereas the principal herein is herewith submitting his or its sealed proposal for the following construction, to wit:

_____ said bid and

proposal, by reference thereto, being made a part hereof.

NOW THEREFORE, If the said proposal bid by said principal be accepted, and the contract be awarded to said principal, and if said principal shall duly make and enter into and execute said contract and shall furnish bond as required by Skagit County within a period of ten (10) days from and after said award, exclusive of the day of such award, then this obligation shall be null and void, otherwise it shall remain and be in full force and effect.

IN TESTIMONY WHEREOF, The principal and surety have caused these presents to be signed and sealed this _____ day of _____, 2024.

(Principal)

(Surety)

(Attorney-in-fact)



Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (June 11, 2024), the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as 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.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Bidder’s Business Name

Signature of Authorized Official*

Printed Name

Title

Date

City

State

Check One:

Sole Proprietorship Partnership Joint Venture Corporation

State of Incorporation, or if not a corporation, State where business entity was formed:

If a co-partnership, give firm name under which business is transacted:

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*