



CITY OF TILLAMOOK  
Invitation to Bidders

The City of Tillamook, Oregon will receive bids until June 26, 2018 at 2 pm from qualified contractors for the City of Tillamook Public Works Shop Roof Replacement located at 4402 3rd Street, Tillamook, Oregon 97141. Bids should be delivered to 210 Laurel Avenue, Tillamook, Oregon 97141, City Hall Water Window, in a sealed envelope with the name of the project on the envelop.

Bid Item: Public Works Shop Roof Replacement. The main structure is 80 feet by 160 feet. The new roof will require new 15/32 plywood sheathing with 15 lb felt over the plywood, 24 ga metal roofing with a 1" vertical standing seams with all trim, flashing and finishing pieces, and a continuous vent cap. See Attachment A for a detailed description of the work.

All work shall be completed by October 1, 2018.

**The City will hold a non-mandatory pre-bid meeting on date/time at 4402 3rd Street, Tillamook, Oregon 97141, June 5, 2018 at 9:00 am.**

All work must be completed and be in compliance with local, state and federal requirements. This will be a prevailing wage project. The Contractor will be responsible to obtain all necessary permits for the project. Removal and proper disposal of the existing roof will be the responsibility of the contractor.

Bids shall be identified on exterior of the sealed envelope with all of the information required by law, including the name of the project and the bidder's name, address and license number. The successful bidder will be required to furnish a Performance Bond for the project.

Further information may be obtained by the City Engineer, Liane Welch, Telephone 503-503-812-4618.

1.1 When the City submits to the Successful Bidder the "Notice of Award" and Agreement for Execution, it will be in the number of copies necessary all of which shall be signed and shall constitute an original Agreement. Within five days thereafter, the Successful Bidder shall sign and deliver all copies of the Agreement to the City, accompanied by a certificate of insurance. The City, within three days thereafter, shall return to the Successful Bidder a fully executed copy of the Agreement.

2.1 Disclosure of First Tier Subcontractors - Within two working hours of the date and time of the bid opening the bidder shall submit to City of Tillamook 210 Laurel Avenue, City Hall Water Department, Tillamook, Oregon 97141 a disclosure of any first-tier Subcontractors that will be furnishing labor or materials in connection with the public improvement and whose contract value is equal to or greater than: 5% of the total project bid of \$15,000.00 whichever is larger, or \$350,000 regardless of the percentage of the total project bid (ORS 279C.370).

3.1 The City of Tillamook reserves the right to:

- a. Reject any bid not in compliance with all described public contract procedures and requirements and the applicable laws.
- b. Reject for good cause any or all bids upon the Owner finding that it is in the public interest to do so.
- c. Reject any bid or bids not meeting or differing from the specifications set first forth herein.
- d. Waive any and all minor irregularities in the bids submitted.
- e. Consider the competency and responsibility of riders in making any awards.
- f. Re-award the contract to another bidder of bidders in the event any bidder or bidders to whom a contract is awarded shall default in executing the form contract or in furnishing a satisfactory performance bond within the time and manner herein before specified.
- g. Hold the three bids determined best by the Owner and accompanying checks or bonds under consideration until the final award is made provided that the Owner shall award the contract within 30 days after the bid opening date.

3.1 The City may give the Successful Bidder an issuance of the Notice of Intent to award by July 10, 2018, and will be contingent upon City Council approval.

3.1 The contractor will indemnify and save harmless the City, its officers, agents, servants, and employees from and against any and all suits, actions, legal proceedings, claims, demands, costs, expenses and attorney's fees to the extent resulting from a willful or negligent act or omission of the Contractor, its officers, agents, servants, and employees liable for any suits, actions, legal proceedings, claims, demands, damages, costs, expenses, and attorney's fees arising out of the award of this Contract or a will full or negligent act or omission of the City, its Officers, agents, servants, and employees.

4.1 The Contractor shall at all times during the Contract maintain in full force and effect Employer's Liability, Workmen's Compensation, Public Liability and Property Damage Insurance, including contractual liability coverage for the provisions of the Indemnity. All insurance shall be by insurers and for policy limits acceptable to the City and before commencement of work hereunder the Contractor agrees to furnish the city certificates of insurance or other evidence satisfactory to the City to the effect that such insurance has been procured and is in force.

5.1 Due to the follow amount of the contract and time for construction, a Performance Bond will be required for the project. However, no payment shall be made to the contract until the project is completed and accepted by the Owner. Should the project be delayed for some reason that is not the fault of the Contractor, a performance bond for the remainder of the Contract. For the purposes of the Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

Workmen's Compensation  
Statutory

Employer's Liability  
\$2,000,000

Bodily Injury Liability Except Automobile

\$500,000 each occurrence  
\$1,000,000 Aggregate

Property Damage Liability Except Automobile  
\$300,000 each occurrence  
\$300,000 aggregate

Automobile Bodily Injury Liability  
\$500,000 each person  
\$1,000,000 each occurrence

Automobile Property Damage Liability  
\$300,000 each occurrence

6.1 Bid Protest must be submitted and will be processed in accordance with City of Tillamook Rules. Award protests must be submitted and will be processed in accordance with the City of Tillamook Rules.

7.1 In compliance with your legal Notice to Bidders for the City of Tillamook Public Works Shop Roof Replacement Project the undersigned bidder, a corporation organized and existing under the laws of the State of \_\_\_\_\_, or a partnership of \_\_\_\_\_ or an individual doing business as \_\_\_\_\_, of the City of \_\_\_\_\_, State of \_\_\_\_\_, having examined the specifications and contract forms thereto attached, and being fully advised as to the extent and character of the work to be performed, and the equipment to be furnished, hereby proposed to furnish all labor, tools, material, plant and equipment necessary for the Project.

CITY OF TILLAMOOK  
PUBLIC WORKS ROOF REPLACEMENT  
4402 3RD STREET, TILLAMOOK, OREGON

BID SHEET

Number	Item	Quantity	Unit	Unit Cost	Cost
1	Mobilization and Demobilization	1	L.S.	\$	\$
2	Removal and disposal of existing roofing, gutters, and downspouts	1	L.S.	\$	\$
3a	Roof System - 15/32-inch Plywood sheathing, installed and complete	13,500	SF	\$	\$
3b	Roof system - 24 ga metal roofing with 1" vertical standing seams with all trim, flashing and finishing pieces, installed and complete	13,500	SF	\$	\$
4a	Gutters- 26 ga G-90 Galvanized steel, match existing size	366	LF	\$	\$
4b	Downspouts - 26 ga G-90 Galvanized steel, match existing size	212	LF	\$	\$
5	Continuous Vented roof cap. 12" standing seam, or equivalent	160	LF	\$	\$
6	15 lb felt, Gorilla Guard 30, or equivalent	18,000	SF	\$	\$
7	Total				\$

The undersigned further proposes to perform all work and furnish all equipment in accordance with the specifications and contract stipulations thereof, within the time limit specified, for the price so

TOTAL BID PRICE FOR THE CITY OF TILLAMOOK PUBLIC WORKS ROOF REPLACEMENT.

BIDDER understands that the City reserves he right to reject any or all bids.

Upon receipt of written notice of acceptance of this bid, Bidder will execute the formal contract attached within FIVE (5) days and deliver insurance coverage as required by the Instructions to Bidders.

BY: \_\_\_\_\_

Notes: Estimated cost is total contract cost and includes contractor's profit and overhead. FOR PUBLIC RELEASE, RANGE OF PROJECT COST IS: \$0 - \$200,000.

**FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM**  
(OAR-137-049-0360)

**Bids which are submitted by Bid-Closing, but for which a required disclosure submittal has not been made by the specified Disclosure Deadline, are not responsive and shall not be considered for Contract Award.**

AGENCY SUPPLIED INFORMATION:

Project Name: City of Tillamook Public Works Building Roof Replacement

Bid Closing Date: June 26, 2018, 2:00 pm

**Required Disclosure Deadline: June 26, 2018, 4:00 pm**

Delivery form to: City of Tillamook  
Designated Recipient: Liane Welch, City Engineer  
Agency's Address: 210 Laurel Avenue  
Tillamook, Oregon 97141

INSTRUCTIONS:

The contracting agency will insert "N/A" above if the contract value is not anticipated to exceed \$100,000. Otherwise, this form must be submitted either with the bid or within two (2) working hours after the advertised bud closing date and time; but not later than the DISCLOSURE DEADLINE, stated above.

Unless otherwise stated in the solicitation, this document shall not be submitted by facsimile. It is the responsibility of bidders to submit this disclosure form and any additional sheets, with the project name clearly marked, as the location indicated by the specified disclosure deadline. See "Instruction to Bidders".

List below the Name, Category of Work, add Dollar Value for each first-tier subcontractor that would be furnishing labor, or labor and material, for which disclosure is required. Enter the

Word "NONE" if there are no first-tier subcontractors subject to disclosure. ATTACH ADDITIONAL SHEETS IF NECESSARY.

	SUBCONTRACTOR NAME	CATEGORY OF WORK	DOLLAR VALUE
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

The above listed first-tier subcontractor(s) are providing labor, or labor and materials, with a Dollar Value equal to or greater than:

- a) 5% of the total Contract Price, but at least \$15,000. (If the Dollar Value is less than \$15,000 no not list the subcontractor above.)
- b) \$350,000 regardless of the percentage of the total Contract Price.

Form Submitted By (Bidder Name): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_