



REQUEST FOR PROPOSALS
TO REPLACE THE EXISTING SEPTIC SYSTEM AT THE LOPEZ VILLAGE
PUBLIC RESTROOMS

Proposals Received Until:
4:00pm, Monday June 8th 2020
350 Court St #13
Friday Harbor, Washington 98250
email:gregts@sanjuanco.com

Project Description:

Decommission the existing system, provide and install the new system as defined in the design attached herein. Work site is: Lopez Village Public Restroom.

General Scope of Work:

Acquire all necessary permits. Decommission/Remove/Dispose of the existing system. Install new septic tank and associated components as defined in the attached approved design.

Proposals should be plainly marked: “**Lopez Village Restroom Septic Project 2020**” and must be received by **4:00pm, Monday June 8th 2020**. emailed proposals will be accepted, if received by deadline.

For additional information contact Greg Sawyer, Facilities Manager at 360-370-0549, or send an email to gregts@sanjuanco.com. The subject line must read Request for Proposal- Lopez Village Restroom Septic Project 2020

The San Juan County Facilities Department reserves the right to reject any or all bids and to waive irregularities in the bid or in the bidding process.

No bidder may withdraw a bid for a period of 30 days after the date set for the bid opening.

INFORMATION FOR BIDDERS

Proposals plainly marked **Lopez Village Restroom Septic Project 2020** will be received by: San Juan County Facilities Department; 350 Court St #13 Friday Harbor, WA 98250, until **4:00pm, Monday June 8th 2020.** emailed bids *will be* accepted, if received by deadline.

Any bid received after the time and date specified shall not be considered.

Proposals must be submitted on the form provided by San Juan County Facilities Department.

Complete the entire proposal form. The Proposal will not be accepted if any sections are not filled out correctly.

Make no changes or amendments to the proposal form. However, you may attach a single page with suggestions, including corresponding quotations. The sample contract provided is *informational only* and will be awarded to the successful company.

The proposal form must have the ink signature of a representative who has the legal capacity to enter your organization into a formal contract with San Juan County.

The County reserves the right to reject any and all bids and to waive irregularities in the bid or in the bidding process.

San Juan County will award this contract as is determined to be in the best interest of the County.

No bidder may withdraw a bid for a period of 30 calendar days after the date set for this bid opening.

PROJECT INFORMATION

DESCRIPTION OF WORK:

Using the approved septic design attached herein. Acquire all necessary permits. Decommission, remove and dispose of existing system. Install new septic tank and associated components. Restore site to previous condition.

WORKMANSHIP:

All workmanship shall be in accordance with industry standards, laws and regulations and WSDOT 2020 Standard Specification

ESTIMATE:

See Exhibit A below

SALES TAX:

The work is being performed for San Juan County, a political subdivision of the State of Washington, and is on county land. It is the contractor's responsibility to apply sales tax to the work where appropriate per Washington State laws and regulations.

6. RETAINAGE:

Pursuant to RCW 60.28, a sum of 5 percent of the monies earned by the Contractor will be retained from progress estimates. Retainage funds will be governed as specified in "WSDOT Standard Specifications, I-09.9(1) Retainage." **Not Required For Contracts Less Than \$35,000**

7. CONTRACT TIME:

Work will be scheduled to start within 10 days of receiving the Notice to Proceed, **estimated start date is on or after July 6th 2020**

INSURANCE:

The Consultant will carry and maintain throughout the period of the Agreement comprehensive general liability insurance in the amount of \$1,000,000 to cover all classifications of work contemplated herein, and will also carry and maintain auto liability insurance within the limits of \$1,000,000 for each person and for each occurrence. The Consultant shall also carry standard professional liability insurance covering damages resulting from errors and omissions of the Consultant or Consultant's employees or agents; the limit of liability shall be not less than \$1,000,000. All policies shall provide coverage on an occurrence basis. Certificates demonstrating insurance coverage shall be furnished to the County within 15 days of the execution of this Agreement showing all required coverages, limits, and endorsements. Coverage must be conditioned upon the County receiving thirty days prior written notice of reduction in coverages, cancellation, or non-renewal. Maintenance of such insurance is a condition precedent to the compensation of the Consultant. The Consultant shall also maintain statutory workers' compensation insurance and employer's liability insurance to cover employees and volunteers as required by state and federal law. All insurance required by this paragraph must be primary and non-contributory. Consultant's liability insurance policies must be endorsed to show this primary coverage.

9. WAGE REQUIREMENTS:

The Contractor shall comply with the Washington State prevailing wage laws. Current Prevailing Wage rates and further information are available at Washington State Department of Labor and Industries, <http://www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp>

PAYMENT:

The contractor shall submit a detailed invoice for any payment to the San Juan County Facilities Department. Invoice submittals must include a description of the work accomplished referencing the proposal item; an **itemized breakdown** of labor, equipment, materials & supplies with copies of material receipts; and overhead/mark up and sales tax where applicable.

Submit invoices to: San Juan County Facilities
350 Court St #13
Friday Harbor WA 98250

STATEMENT OF QUALIFICATIONS

Each company submitting a proposal on work included in the Scope of Work shall **prepare and submit as part of his/her proposal this form** with the following information:

A. Name of Company:

B. Business Address:

C. Telephone:

D. State of Washington Business License No. _____ Expires: _____

E. How many years contracting business under present name: _____

F. General character of work performed by company:

G. List of recent clients served by said company, including approximate costs, dates and owner:

Company Name

By _____

Title _____

Date _____

PROPOSAL FORM

DUE DATE: Minday June 8th 2020

PROJECT: Lopez Village Restroom Septic Project 2020

**TO: San Juan County Facilities
350 Court St #13
Friday Harbor WA 98250
E-MAIL: gregts@sanjuanco.com**

The undersigned hereby certifies that _____ has examined the locations and work as outlined in EXHIBIT A, in San Juan County, Washington, and has read and thoroughly understands them and the Small Works Contract concerning the work described. The undersigned further understands the method by which payment will be made for said work, and hereby proposes to undertake and complete the work described in this improvement, in accordance with the said specifications and the following schedule of rates and prices.

NOTE: Lump sum prices include labor and supplies as specified in the Tasks/Frequency Outline.
COSTS SHOWN MUST BE TOTAL FOR ONE (1) SINGLE SERVICE



BID ITEMS

- 1. DECOMMISSION AND REMOVAL OF EXISTING SYSTEM \$ _____
 - 2. NEW TANK/COMPONENTS AND INSTALLATION OF SAME \$ _____
 - 3. RESTORATION OF SITE TO PRECONSTRUCTION CONDITION \$ _____
- TOTAL \$ _____

QUOTATIONS INCLUDE ALL COSTS AS IDENTIFIED.

Legal Name of Firm: _____

By: _____ Title: _____

Signature: _____

Address: _____

Telephone #: _____ Date _____

Washington State Unified Business Identifier (UBI) number/tax registration number _____

NOTE: San Juan County reserves the right to accept or reject any or all bids in the best interest of the County. Bids will be subject to review and compliance with specifications. All local, state and federal laws shall be strictly followed.

EXHIBIT A
GENERAL SCOPE OF WORK

- Review and follow the approved septic design attached herein.
- Obtain all necessary/required permits
- Complete Tank Replacement Checklist from Fisherman Bay Sewer District *attached
- Protect work site (safety fencing)
- Decommission existing system
- Safely/Legally dispose of any/all removed components
- Provide and install new tank, piping and components – connect to sanitary system as required
- Installation must follow Sanitary Sewer Specifications for Residential and Light Commercial Installation document from Fisherman Bay Sewer District and attached herein.
- Restore site to preconstruction condition

Notes:

- Site will remain closed during the construction process
- New system shall be functional on or before September 30th 2020
- All work to be complete and the site fully restored on or before October 15th 2020

The following six (6) separately attached Technical PDF's shall be included herein.



Public Restrooms
(Tower Park).pdf



Lopez Village rest
rooms.pdf



3000 P.pdf



1250 S.pdf



Scope of work PDF - Lopez Village Public
Lopez village public r



Lopez Village Public
Restrooms.pdf

7. Contractor agrees to commence work within ten (10) days of notice to proceed and to complete the work as set forth in the specifications and special provisions, following receipt of Notice to Proceed. If the work is not completed within that time, Contractor agrees to pay to the County compensation for liquidated damages per Section 1-08.9 of the Washington State Department of Transportation Standard Specifications for Road, Bridge and Municipal Construction, 2020 Edition as amended, (“WSDOT Specifications 2020”), for each and every calendar day the work remains uncompleted after expiration of the time specified.

8. If the Contractor fails to perform in the manner called for in this Agreement, or if the Contractor fails to comply with any other provisions of the Agreement and fails to correct such noncompliance within five (5) days written notice thereof, the County may terminate this Agreement for cause. Termination shall be effected by serving a notice of termination on the Contractor setting forth the manner in which the Contractor is in default. The Contractor will only be paid for services performed in accordance with the manner of performance set forth in this Agreement.

9. The duration of this contract will be for the period beginning on the date stated above and ending on _____.

10. Prevailing Wages: The work provided under this Agreement is subject to the minimum wage requirements of RCW 39.12. Prior to beginning work under this Agreement, the Contractor shall demonstrate compliance with or exemption from the training requirements of RCW 39.04.350 and deliver to the County a signed statement of Intent to Pay Prevailing Wages as filed with the Washington State Department of Labor and Industries (L&I). In the event the Contractor employs any person in the performance of this Agreement, the Contractor shall file an Affidavit of Wages Paid as required under RCW 39.12. If employing labor in a class not listed by L&I, the Contractor shall request a determination of the correct wage rate for that class from the Industrial Statistician, L&I. All submitted invoices must conform to the prevailing wage requirements set out in RCW 39.12.040(1).

11. Insurance: The Contractor will carry and maintain throughout the period of the Agreement comprehensive general liability insurance in the amount of \$1,000,000, or if greater, to the limit of the policy to cover all classifications of work contemplated herein, and will also carry and maintain auto liability insurance within the limits of \$1,000,000 for each person and for each occurrence. Certificates demonstrating insurance coverage shall be furnished to the County within fifteen (15) days of the execution of this Agreement. Maintenance of such insurance is a condition precedent to the compensation of the Contractor. The Contractor shall also maintain statutory workers’ compensation insurance and employer’s liability insurance to cover employees and volunteers as required by state and federal law. This insurance must be primary and non-contributory.

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Dated this _____ day of _____ 202__.

[COMPANY NAME]
[INSERT NAME]
[INSERT TITLE]

SAN JUAN COUNTY FACILITIES
Greg Sawyer
Manager

Date

Date

APPROVED AS TO FORM ONLY
Randall K. Gaylord
San Juan County Prosecuting Attorney

FINAL APPROVAL
Michael J. Thomas
County Manager

By: _____
Date

Date