

Project Manual

MIDDLE ENTIAT RIVER LOG PROCUREMENT

Project No. CCNRD -2018-02.01

March 2018

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Chelan County Natural Resource Department

**MIDDLE ENTIAT RIVER
LOG PROCUREMENT**

Project Number CCNRD-2018-02.01

Bid Opening: Monday, May 7, 2018 at 11:00 AM

Notice to All Plan Holders

The office responsible for answering all questions regarding these bid documents and to show the project to prospective bidders is:

Contact:

Pete Cruickshank
Chelan County Natural Resource Department
411 Washington St., Suite 201
Wenatchee, WA 98801

Phone: 509-667-6612

Mobile 509-699-1754

Email: pete.cruickshank@co.chelan.wa.us

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BID SUBMITTAL PACKAGE

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BIDDING CHECKLIST

Bidders must bid on all bid items contained in the Proposal. The omission or deletion of any bid item will be considered non-responsive and shall be cause for rejection of the bid.

Please check to make sure you have accomplished the following:

- Has bid bond or certified check been enclosed with your bid?
- Is the amount of the bid guaranty at least five (5) percent of the total amount of the bid?
- Has the proposal been properly signed?
- Have you bid on ALL ITEMS and ALL SCHEDULES?
- Have you completed the Bidder's information sheet?
- Have you certified receipt of addenda?
- Have you read and enclosed the "Non-Collusion Declaration"?
- Have you completed and enclosed the "Bidder is required to complete Certification regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions"?

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BIDDING INSTRUCTIONS

A. BID OPENING

Sealed bids for the MIDDLE ENTIAT RIVER – LOG PROCUREMENT will be received by Chelan County at the Board of County Commissioners Office, Chelan County Administration Building, 400 Douglas Street, Wenatchee, Washington until Monday, May 7, 2018 at 11:00 A.M., at which time the bids will be publicly opened and read aloud. Sealed bids must be received by the Clerk of the Board of Commissioners in a sealed envelope clearly marked: **BID PROPOSAL for “MIDDLE ENTIAT RIVER – LOG PROCUREMENT”**.

Sealed bids may not be submitted by facsimile or other electronic or data transmission.

B. BID CONTENTS

The sealed Bid Proposal must contain all bidding documents, fully completed and signed.

The sealed Bid Proposal must also contain the following information and materials, completed and signed:

1. **Bid Proposal:** Prices must be shown on every unit item and the total. Prices bid must be shown in all spaces provided, using both words and numbers (If there is a discrepancy between word and numbers, words shall take precedence).
2. **Bid Proposal Form:** To be executed by Contractor, Principal or Authorized Officer.
3. **Bid Proposal Bond:** In lieu of cash, cashier’s check, or certified check, a Bid Bond must be executed by the Bidder and the Bidder’s Surety in the form as provided in the Bid Documents.
4. **Bidder Information Sheet.**
5. **Non-Collusion Declaration.**
6. **Certification Regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions.**
7. **Bonding and Claims.**

Bid proposal forms are not transferable. Any alteration not initialed by the Bidder will be cause for deeming the bid proposal irregular and rejecting the bid.

In submitting a Bid Proposal, Bidder shall comply with provisions as contained in the Standard Specifications, 1-02.6, regarding “Preparation of the Proposal”, unless otherwise required herein.

C. CLARIFICATION OF BID

NO CHANGES ARE ALLOWED EXCEPT BY SUBMITTING AN AMENDED SEALED BID PROPOSAL PRIOR TO THE DATE AND TIME SET FOR BID OPENING. Any unsealed clarification information received by the Clerk which discloses price will not be considered by the Board of County Commissioners and shall result in rejection of the entire bid.

D. BID BOND

In accordance with Section 1-02.7 of the Special Provisions and the WSDOT Standard Specifications, all bid proposals shall be accompanied by a bid bond, certified check, cashier's check, made out to Chelan County, or cash in the amount of five percent (5%) of the total bid, conditioned upon the Bidder's full and complete performance of the terms and conditions of a bid award. The bid bond or equivalent shall be held by Chelan County until acceptable performance and payment bonds and certificate of insurance are provided to Chelan County, and the contract is subsequently fully executed. If the successful bidder abandons the bid award, fails to provide satisfactory performance bond and a certificate of insurance to Chelan County or fails to fully execute the contract, then the bid bond or equivalent shall, in the sole discretion of Chelan County, be forfeited and retained.

E. BID REVIEW AND EVALUATION

The Board of County Commissioners reserves the right to reject any or all bids, waive informalities, disqualify bidders, and to contract as the best interests of Chelan County may require. When evaluating bids, the following criteria, in addition to price, will be considered:

1. The bidder's experience, relevant projects, technical qualifications and skill;
2. The guaranteed availability of materials needed for construction;
3. The bidder's ability and capacity to fully perform within the time required, taking into account the bidder's existing performance commitments and past performance;
4. The bidder's qualifications and eligibility to contract under applicable laws and regulations;
5. The bidder's compliance with the terms and conditions of this request for bids;
6. Any additional evaluation criteria contained in the plans, specifications and addenda;
7. Any other information as may have a bearing on the bid.; and
8. Not currently be debarred, suspended or under other sanctions pursuant to Executive Order 12549. Disbarment and Suspension 13 CFR Part 145 of the U. S. Small Business Administration. Bidder is required to complete "Certification regarding Debarment, Suspension, and Other Responsibility Matters Primary Covered Transactions"

F. CONTRACT DOCUMENTS FOLLOWING AWARD

Each Bidder's attention is especially called to the following documents that must be fully completed, executed and submitted to Chelan County if successful Bidder:

1. Notice of Award – To be executed by the successful Bidder upon receipt of issuance by the Chelan County Board of Commissioners.
2. Agreement - To be executed by the successful Bidder.
3. Payment and Performance Bond - To be executed by the successful Bidder and the Bidder's Surety Company.
4. Certificate of Insurance - To be executed by the successful Bidder's Insurance Company.

G. CANCELLATION BY COUNTY

In its sole discretion, Chelan County may cancel any bid award upon written notification to the successful bidder within 30 (thirty) days after the date of the bid award, without any cost, expense, penalty or damages payable to the successful bidder.

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INVITATION TO BID

MIDDLE ENTIAT RIVER LOG PROCUREMENT

Sealed bids will be received by Chelan County at the Board of County Commissioners Chambers, Chelan County Administration Building, 400 Douglas Street, Wenatchee, Washington until **Monday, May 7, 2018 at 11:00 A.M** for the Chelan County Natural Resource Project CCNRD 2018-02.01, "MIDDLE ENTIAT RIVER - LOG PROCUREMENT" Project.

After which time, and as soon as practical thereafter, Bid Proposals will be opened and publicly read aloud.

Summary of Work: The Work shall include, but not be limited to, the following activities as set forth in this Project Manual and as shown on included plans: Temporary traffic control along Entiat River Road; permanent and temporary improvements of existing access routes on private property; Clearing, provide and install access gates; delivery of logs, logs with rootwads, logging slash, whole trees with limbs; delivery and assembly of materials for racking bundles and rock collars; Staging Site restoration and other Work, all in accordance with the attached Contract Documents.

Bid Document Availability: Bid Documents may be obtained from the office of the Chelan County Natural Resource Department, 411 Washington Street, Suite 201, Wenatchee Washington 98801, telephone **509.667.6324**.

Mandatory Pre-Bid Meeting and Site Walk Through: A **Mandatory** Pre-Bid Meeting and site walk through with representatives from the Contracting Agency will be held on **Friday, April 6, 2018 at 10:00 AM** at Project Site, parcel number 271914330000, located approximately 18.5 miles up Entiat River Road, near mile marker 19, North of Entiat, WA 98822. A minimum of one representative from each Prime Contractor that intends to submit a bid is required to attend. The Contracting Agency will disregard any bid submitted from a Prime Contractor that did not have a representative attend the Pre-Bid Meeting and Site Walkthrough.

Bid Security: A Bid Security in the amount of 5% of Bid Proposal Amount shall accompany all bids.

Disadvantaged Business Enterprises: The County of Chelan, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4, Code of Federal Regulations, Department of Transportation, subtitle A, Office for the Secretary, Part 21, nondiscrimination in federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that any Bidder shall affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises 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 or national origin in consideration for an award.

All bids shall be marked "**MIDDLE ENTIAT RIVER – LOG PROCUREMENT**" on the

outside of the envelope. The Board of County Commissioners reserves the right to reject any or all bids for cause.

Dated at Wenatchee, Washington this *nineteenth* day of *March*, 2018.

BOARD OF CHELAN COUNTY COMMISSIONERS

KEITH W. GOEHNER, Chairman

DOUG ENGLAND, Commissioner

ATTEST: Carlye Baity

Clerk of the Board

KEVIN OVERBAY, Commissioner

NOTE: The following forms are to be submitted with the Bid.

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BID PROPOSAL ENTIAT RIVER LOG PROCUREMENT

To: Board of Chelan County Commissioners Wenatchee, Washington							
<p>The Undersigned certify that they have examined the location of the Entiat River Log Procurement project and read and thoroughly understand the plans, specifications and contract governing the work embraced in this improvement or as much thereof as can be completed with the money available, in accordance with the said plans, specifications, and contract, and the following schedule of rates and prices:</p>							
No.	Item	Woody Material 2019	Woody Material 2020	Total Qty	Unit	Unit Price	Amount
SITE PREPARATION							
1	MOBILIZATION	n/a	n/a	1	LS		
2	SPCC PLAN	n/a	n/a	1	LS		
3	CONSTRUCTION SEQUENCE PLANS (01 33 02.1)	n/a	n/a	1	LS		
4	EROSION / WATER POLLUTION CONTROL	n/a	n/a	1	LS		
SITE ACCESS IMPROVEMENTS							
5	BREMMER ACCESS ROAD	n/a	n/a	1	EA		
6	ACCESS GATE	n/a	n/a	4	EA		
7	WATER	n/a	n/a	12	M GA L		
WOODY MATERIALS							
8	TYPE A LOG (15"-18" X 30' INCL. ROOTWAD)	0	3	3	EA		
9	TYPE B LOG (18"-20" X 40' INCL. ROOTWAD)	41	27	68	EA		
10	TYPE C LOG (20"-24" X 40' INCL. ROOTWAD)	83	119	202	EA		
11	TYPE D LOG (20"-24" X 50' INCL. ROOTWAD)	45	84	129	EA		
12	TYPE E LOG (24" X 30' INCL. ROOTWAD)	6	20	26	EA		
13	TYPE G LOG (15"-18" X 20')	14	8	22	EA		

14	TYPE H LOG (15"-18"X 30')	26	20	46	EA		
15	TYPE I LOG (15"-18"X 40')	23	17	40	EA		
16	TYPE J LOG (15"-18"X 50')	6	6	12	EA		
17	TYPE L LOG (20"-24"X 40')	5	7	12	EA		
18	TYPE M LOG (24"X 35')	3	10	13	EA		
19	TYPE P LOG (12"X 25')	271	393	664	EA		
20	ROCK COLLAR (2 BOULDERS EA, 42" DIAMTETER: SPEC 06 92 00)	0	230	230	EA		
21	RACKING POLES (6"-12" X 20'-40')	550	760	1310	EA		
22	SLASH MATERIAL	130	158	288	TN		
23	RACKING BUNDLE (SPEC 06 91 00)	0	10	10	EA		
SITE RESTORATION							
24	SURFACE DECOMPACTION & SITE CLEANUP (Section 31 90 00)	n/a	n/a	1	LS		
25	MINOR CHANGE	n/a	n/a	1	EST	\$15,000	\$15,000
Prices DO NOT INCLUDE Washington State Sales Tax.					TOTAL	\$	

PRINT BIDDER NAME

DATE

SIGNATURE OF PRINCIPAL OR OFFICER

BID PROPOSAL FORM

To the Chelan County Board of County Commissioners:

The undersigned Bidder hereby certifies that the Bidder has examined the sites upon which the Work is to be performed and has read and thoroughly understands the plans, specifications, addenda and contract governing the work, the manner by which payment will be made for such work and time in which to attain Substantial Completion for the MIDDLE ENTIAT RIVER - LOG PROCUREMENT Project.

The Bidder hereby acknowledges receipt of Addendum No. 1 __, No. 2 __, No. 3 __, No. 4 __, No. 5 __, No. 6 __, No. 7 __, No. 8 __, No. 9 __, and No. 10 __.

The Bidder hereby acknowledges that by execution of this Bid Proposal Form the Bidder has agreed to all bidding requirements, has fully executed all required bidding documents, and has agreed to fully and completely perform all work required under the plans, specifications, addenda and Contract within the time period as specified. The Bidder has agreed to pay prevailing wage rates of Federal or State of Washington which are in effect at the time of the execution of the contract and whichever are the higher, in accordance with the requirements of the special provisions.

The undersigned hereby agrees to the indemnification requirements of Section 1-07.28 of the Special Provisions – Division 1. Submission of this Bid Proposal and entering into a Contract for this Work constitutes acknowledgement by the Contractor that said indemnification requirements are specifically and expressly a part of the Bid process and Contract Negotiations, including Contract waiver of immunity under Industrial Insurance, Title 51 RCW.

A bid proposal security of five percent (5%) of the total bid is attached hereto in the following form and in the amount of \$_____.

Cash ____ Bid Proposal Bond ____ Cashier's Check ____ Certified Check ____
Checks must be payable to the Treasurer of Chelan County, Washington.

Print Bidder Name

Mailing Address

Signature of Principal or Officer

City

State

Zip

Print Name of Signatory

Title

Telephone

Fax

Contractor's Washington Registration Number

Contractor's Washington UBI Number

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BID PROPOSAL BOND

KNOW ALL PERSONS 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 Chelan 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 project, to wit:

Chelan County Natural Resource Project No. CCNRD-2018.02.01, MIDDLE ENTIAT RIVER – LOG PROCUREMENT. This contract is for acquisition, delivery and staging of wood materials to be used in subsequent and separate contract for habitat restoration as set forth in the Contract Documents,

All according to the 2018 Standard Specifications for Road, Bridge and Municipal Construction, State of Washington, Department of Transportation, and the plans, special provisions, and addenda thereto,

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 Bonds and Insurance as required by Chelan 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 _____, 2018.

NOTE: Failure to provide a Bid Proposal Bond renders a bid non-responsive. Acceptable bid bond language shall comply with Standard Specifications, 1-02.7.

WITNESS our hands this day of _____, 2018.

Type or Print: Principal's Name

Type or Print: Surety's Name

Signature: Principal or Authorized Officer

Signature: Surety or Authorized Agent

Attorney-in-Fact, Surety

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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 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 contract 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.

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BIDDER INFORMATION SHEET

Project: **MIDDLE ENTIAT RIVER – LOG PROCURMENT**

Contractor registration, bonding and insurance information will be confirmed through Department of Labor and Industries at 1-800-647-0982 and 1-360-902-5230.

CONTRACTOR:

Name (Exactly as Registered) _____
Telephone Number

Address

City _____
State _____
Zip

Registration No. _____
Expiration Date _____
Federal Tax No. _____
UBI No.

Sole Proprietorship ___ Partnership _____ Corporation/Type ___

Joint Venture ___ LLC _____

Names of All Principals:

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**Certification Regarding
Debarment, Suspension, and Other Responsibility Matters
Primary Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988 *Federal Register* (pages 19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name _____

Date _____

By _____

Name and Title of Authorized Representative

Signature of Authorized Representative

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations (13 CFR Part 145).
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-- Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the ineligibility of its principals. Each participant may, but is not required to, check the Non-Procurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

BONDING AND CLAIMS

Bonding Company Name (Exactly as Registered)

Address

City

State

Zip

\$

Registration Bond No.

Amount

Expiration Date

Are there claims pending against your bond? Yes No

If yes, what are each claimant's name, reasons for the claim, amount claimed, date, and place of filing?

Have there been tax liens or judgments against you filed by the Internal Review Service, Department of Revenue, Employment Security Department or Department of Labor & Industries within the last three (3) years resulting from non-payment of employee taxes? Yes No

If yes, what date and in which County did each filing occur?

Are there any lawsuits or unsatisfied judgments pending against you? Yes No

If yes, what date and in which County is each lawsuit pending or judgment entered?

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