City of Redmond, Washington

Purchasing Division, M/S: 3SFN
15670 NE 85th Street
PO Box 97010
Redmond, WA 98073-9710

Invitation For Bid

Softball Field #1 Netting Replacement

The City is interested in receiving bids for replacing netting at Grass Lawn Park Softball Field #1.

IFB 10425-14/MWS

The City of Redmond, Washington requests interested parties to submit bids for this Invitation For Bid. The City of Redmond is currently seeking bids for the replacement of the protective netting at Grass Lawn Park surrounding softball field #1. The contractor shall perform all services and provide all goods for this project unless otherwise specified in the Scope of Work.

Scope of Work:
Provide labor and materials to provide the improvement work listed below. This is to include the removal and disposal or recycling of any residual scrap materials from the site.

Two foul lines approximately 225 ft. x 8 ft. each.
Left field approximately 190 ft. x 12 ft.
Right field approximately 144 ft. x 8 ft.

1. The City of Redmond will take down and dispose of existing netting.
2. Contractor shall provide black #21 poly square mesh, water and UV proof netting.
3. Netting shall be bordered with black, water and UV proof netting.
4. Install netting on provided poles with vertical ribs (rope) at every vertical post.
5. Netting will be installed with minimal sag, yet not overstretched.
6. Netting will be secured with black, heavy duty, UV resistance zip ties. Size14.5 " x 5/16".
7. All tails of zip ties shall be cut off and disposed.
8. A man lift or scissor lift will be required for installation of the netting. Plywood sheets will need to be placed on the synthetic field for protection prior to moving the lift onto the field. Suggested 10 pieces; move as you go.
9. <u>All work must be completed by Friday, March 28, 2014.</u>

Ball field is open for bidder inspection.

This work is subject to the prevailing wage requirements of the State of Washington.

Project work site is to be left in a clean condition prior to final inspection and acceptance. All scrap materials removed from the site and designated for disposal shall be disposed of in accordance with all local and federal requirements.

Power, water and restroom facilities are available at the site.

Solicitation documents:
IFB 10425-14/MWS, Replace Softball Netting
Attachment A, Bid Submittal Sheet
Attachment B, Standard Terms and Conditions

Bid Due: **2:00 PM (local time), Thursday, February 20, 2014; 2:00 PM.**
The City of Redmond – Purchasing Division must receive bids no later than said date and time. Responses may be mailed or hand delivered to the City of Redmond, Purchasing Division, MS: 3SFN, 15670 NE 85th Street, PO Box 97010, Redmond, WA 98073-9710, FAX (425) 556-2185. Email bids and Faxed bids will not be accepted. There is no formal bid opening.

Project Schedule;
All bids shall provide a proposed work schedule to allow for adequate notification and staff scheduling during the performance of this work. The proposed work schedule will include all proposed major milestones.

Bid Requirements and Response Format*:*

1. The City requests all responses include:

   a. Respondents must complete and return Attachment A, Bid Pricing Submittal, of this Invitation For Bid.

   b. A references list (including project name, contact name and telephone number) of at least five (3) recent customer operations of similar scope and size.

   c. Bids must include a proposed work schedule to include all proposed major milestones.

Additional Response Requirements include:
1. By submitting a bid, the Contractor agrees to be governed by the terms and conditions set forth in this document. No change or deviation from the terms set forth in this document is permitted without the prior approval of the City.

2. Bids must include all information requested and meet all specifications and requirements outlined in this IFB. Bids will be evaluated based upon the information submitted and the quality of the service proposed.

3. The Contractor must bear all costs associated with the preparation of the bid and of any oral presentation requested by the City.

4. The Contractor will be required to obtain a City of Redmond business license prior to performing any services and maintain the business license in good standing throughout

the term of its agreement with the City. A city business license application can be found at: http://www.redmond.gov/insidecityhall/finance/buslicense/apply.asp.

5. Bids must be signed by a person duly authorized to legally bind the company, partnership or corporation submitting the bid.

Insurance: The successful bidder will be required to provide a Certificate of Insurance and endorsement showing the City of Redmond as additional insured of not less than the following amounts:

General Liability Limits:

Bodily injury each occurrence:	$1,000,000
Property damage each occurrence:	$1,000,000

Automobile Liability Limits:

Bodily injury each occurrence:	$1,000,000
Property damage each occurrence:	$1,000,000

Workers Compensation:

Statutory limits

Prevailing Wage: All labor performed under the IFB falls within the definition of a public work under Revised Codes of Washington (RCW 39.04.010), wages must be paid per published prevailing wage rates. The rules and regulations of the Department of Labor and Industries and the schedule of prevailing wage rates for the greater Redmond area can be obtained from the department's website at www.lni.wa.gov/prevailing wage/.

Subsequently, the City of Redmond will require the contractor to:

1) Furnish proof of insurance with endorsement naming the City as additional insured before work may commence and provide proof of valid Washington State License.
2) File a "Statement of Intent to Pay Prevailing Wages" with the State of Washington, Department of Labor and Industries and furnish the City with an approved copy. Upon satisfactory completion of the work and the City's receipt of the approved form, 80% of the contracted amount will be eligible for payment.
3) File an "Affidavit of Wages Paid" with the State of Washington, Department of Labor and Industries and furnish the City with an approved copy. Upon receipt of the approved form, the retained 20% will be eligible for release to the contractor.

Terms and Conditions:

Any forthcoming contract will be in accordance with **City of Redmond Standard Terms and Conditions (Attachment B)** and the requirements of this solicitation.

Selection & Award:
This purchase shall be awarded to the Contractor who provides the lowest responsible bid and best project schedule that, in the opinion of the City, meets all the specification criteria.

Upon selection of the Contractor, the city will issue a purchase order to procure the identified services as specified in the Scope of Work. Terms of the agreement are outlined in this proposal:

IFB 10425-14/MWS
Attachment A, Bid Pricing Submittal Sheet
Attachment B, City of Redmond Standard Terms and Conditions.

The City of Redmond reserves the right to reject any or all bids, and to waive any irregularities or information in the evaluation process. The final decision is the sole decision of the City of Redmond, and the respondents to this request have no appeal rights or procedures guaranteed to them.

The City of Redmond reserves the right to conduct interviews prior to award if it is in the best interest of the City for purposes of additional information or clarification.

Cooperative Purchases:
The City of Redmond has entered into intergovernmental (Interlocal) purchasing agreements pursuant to RCW 39.34 with other Washington agencies under which either party may make purchases at the other party's accepted bid price. By submitting an offer, the Supplier agrees to make the same bid terms and price, exclusive of freight, available to other Washington governmental agencies. Only those public agencies that have compiled with the requirements outlined in RCW 39.34 are eligible to use this contract. Further, the public agency accepts responsibility for compliance with any additional or varying laws and regulations governing purchase by or on behalf of the public agency in question. A purchase by a public agency shall be affected by a purchase order from the public agency, directed to the Supplier or other party contracting to furnish goods or services to the City of Redmond. The City of Redmond will not accept responsibility for purchase orders issued by other public agencies.

This offer of cooperative purchasing shall be extended by the Supplier to cover the city's contract duration (for any subsequent purchase agreements/contracts resulting from this IFB) or 30 days post award (for one time purchases).

Questions/Inquiries:
Please direct any questions pertaining to this request to the City agent listed below. No other City official or employee is empowered to speak for the City with respect to this acquisition. Any information obtained from any non-approved source shall not be binding and may disqualify your bid.

Mason Skinner
Purchasing Agent
Phone: (425) 556-2184
Fax: (425) 556-2185
mwskinner@redmond.gov