

**REQUEST FOR BIDS
MASON TRANSIT AUTHORITY - PROJECT 120
JOHNS PRAIRIE FACILITY
BUILDING THREE AND FOUR ROOF REPLACEMENT**

Mason Transit Authority (MTA) is seeking bids from qualified businesses for the Johns Prairie Building Three and Four roof replacement located at 790 E. Johns Prairie Rd, Shelton WA 98584.

The bids are due Friday, February 22, 2019 by 5:00 pm. The envelopes must be sealed and clearly labeled "Bids for Roof Replacement". The bids must be mailed to 790 E. Johns Prairie Rd, Shelton, WA 98584

Award of a contract will be made to the respondent whose bids, in the opinion of MTA; best meets established criteria listed in the Request for Proposals. MTA reserves the right to modify, delay or delete the intended project. MTA may also reject any or all offers, waive irregularities, or award the contract in whole or in part if deemed to be in its best interest.

Mason Transit Authority hereby notifies all respondents that it will affirmatively ensure that, in regard to any contract entered into pursuant to this request, disadvantaged business enterprises will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, sex, creed, age, national origin or other protected classification in consideration for an award.

Bid documents may be downloaded at www.masontransit.org or requested by email at mkrier@masontransit.org, by phone at 360-432-5732, or in writing to 790 E. Johns Prairie Rd, Shelton WA 98584.

Marshall Krier
Maintenance Manager

ADVERTISED IN: Mason Transit Authority Web Site www.masontransit.org
Shelton-Mason County Journal
Seattle Daily Journal of Commerce
Builders Exchange

**REQUEST FOR BIDS
JOHNS PRAIRIE FACILITY BUILDINGS THREE AND FOUR ROOF
REPLACEMENT FOR MASON TRANSIT AUTHORITY**

Mason Transit Authority (MTA) is requesting bids from interested businesses for the provision of roof replacement for Building Three and Building Four.

Bid Proposals

Bidders must submit a complete and concise response to the Request for Bids (RFB). All proposals received in response to this RFB will be retained by MTA. Bidders should be prepared simply and economically, providing complete details of the proposer's abilities to meet the requirements of this RFB.

Responses will include a completed and signed Price Proposal submitted in a sealed envelope marked "Price Proposal".

To be considered responsive, bidder must, at the time of proposal opening, be an established business firm with all required licenses, bonding, facilities, equipment, and trained personnel necessary to perform the work as specified in this solicitation. Failure to comply with this requirement may be cause for rejection of the proposal.

Incurred Costs

MTA is not liable for any cost incurred by bidders prior to contract signing; nor shall it be responsible to any successful bidder for any costs associated with the preparation of a proposal or the negotiation of a contract for services.

Site Visit

A site visit by the bidder is considered a mandatory requirement. Bidders must inspect the site where the service is to be performed to obtain a full understanding of specifications outlined in Attachment "B". An appointment must be made prior to the site visit.

Site:	Mason Transit Authority
Address:	790 E Johns Prairie Road Shelton, Washington 98584
Contact for Appointment:	Marshall Krier (360) 426-9434

Mason Transit Authority
790 E Johns Prairie Rd
Shelton, Washington 98584

Roofing Replacement & Repairs Request for Bids
2019

Proposal Content

Bidders will complete and submit the following:

- Proposed materials for the roof replacement at Johns Prairie facility Building Three and Four.
- Price proposals for the replacement of roofs on building Three and Four.
- Management, Performance and Quality Assurance demonstration.

Selection Criteria and Considerations

A. Bidder Responsibility Criteria

It is the intent of MTA to award a contract to the low responsible Bidder. Before award, the Bidder must meet the following Bidder responsibility criteria to be considered a responsible Bidder. The Bidder may be required by MTA to submit documentation demonstrating compliance with the criteria. The Bidder must:

1. Have a current certificate of registration as a contractor in compliance with Chapter 18.27 RCW, which must have been in effect at the time of bid submittal;
2. Have a current Washington Unified Business Identifier (UBI) number;
3. If applicable, have:
 - a. Industrial Insurance (workers' compensation) coverage for the contractor's employees working in Washington, as required in Title 51 RCW;
 - b. A Washington Employment Security Department number, as required in Title 50 RCW;
 - c. A Washington Department of Revenue state excise tax registration number, as required in Title 82 RCW;
4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).
5. If bidding on a public works project subject to the apprenticeship utilization requirements in RCW 39.04.320, not have been found out of compliance by the Washington State apprenticeship and training council for working apprentices out of ratio, without appropriate supervision, or outside their approved work processes as outlined in their standards of apprenticeship under chapter 49.04 RCW for the one-year period immediately preceding the date of the bid solicitation.
6. Within the three-year period immediately preceding the date of the bid solicitation, the Bidder shall not have been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of Chapter 49.46, 49.48 or 49.52 RCW. Before award of a public works contract, a Bidder shall submit to the contracting agency a signed statement in accordance with RCW 9A.72.085 verifying under penalty of perjury that the Bidder is in compliance with this requirement.

B. Subcontractor Responsibility

The Contractor shall include the language of this section in each of its first tier subcontracts, and shall require each of its subcontractors to include the same language of this section in each of their subcontracts, adjusting only as necessary the terms used for the contracting parties. Upon request of MTA, the Contractor shall promptly provide documentation to MTA demonstrating that the subcontractor meets the subcontractor responsibility criteria below. The requirements of this section apply to all subcontractors regardless of tier.

At the time of subcontract execution, the Contractor shall verify that each of its first tier subcontractors meets the following Bidder responsibility criteria:

1. Have a current certificate of registration in compliance with Chapter 18.27 RCW, which must have been in effect at the time of subcontract bid submittal;
2. Have a current Washington Unified Business Identifier (UBI) number;
3. If applicable, have:
 - a. Industrial Insurance (workers' compensation) coverage for the subcontractor's employees working in Washington, as required in Title 51 RCW;
 - b. A Washington Employment Security Department number, as required in Title 50 RCW;
 - c. A Washington Department of Revenue state excise tax registration number, as required in Title 82 RCW;
4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065 (3).
5. If bidding on a public works project subject to the apprenticeship utilization requirements in RCW 39.04.320, not have been found out of compliance by the Washington State apprenticeship and training council for working apprentices out of ratio, without appropriate supervision, or outside their approved work processes as outlined in their standards of apprenticeship under chapter 49.04 RCW for the one-year period immediately preceding the date of the bid solicitation.
6. Within the three-year period immediately preceding the date of the bid solicitation, the Bidder shall not have been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of Chapter 49.46, 49.48 or 49.52 RCW. Before award of a public works contract, a Bidder shall submit to the contracting agency a signed statement in accordance with RCW 9A.72.085 verifying under penalty of perjury that the Bidder is in compliance with this requirement.

Additional Contractor Requirements

- A. Prior experience: Contractor shall have been in business for a minimum of five (5) years.
- B. The Contractor shall maintain during the life of this contract, including warranty period, commercial general liability insurance, and automobile insurance as shall protect against claims for damages resulting from (1) bodily injury, including wrongful death, and (2) property damage including loss of use thereof, and products/completed operations with the minimum policy limits of \$1,000,000.00, naming MTA as an additional insured.
- C. The Contractor is to provide a good and sufficient Payment and Performance Bond acceptable to MTA and in accordance with the provisions of Chapter 39 RCW, and payable to Mason County Transportation Authority in an amount of not less than one hundred percent (100%) of the total value of the project.

Selection Process and Schedule

	<u>Date</u>
• Public Announcement for bids	February 2, 2019
• Bids due	February 22 nd , 2019
• Bid Evaluation	February 25, 2019
• Begin Contract Negotiations	March 4th, 2019
• Contract Approval 2019	March 19 th , 2019

Award

MTA will award a contract to the lowest responsible bidder and other factors specified. The contract will be awarded for:

- Replacement of roof Building Three and Four

MTA may award a contract on the basis of initial proposals received, without discussions or negotiations. Therefore, each initial bid should contain the bidders best terms from a cost or price and technical standpoint.

Contact Persons and Questions

The Maintenance Manager, Marshall Krier, and General Manager Danette Brannin, shall be the only two persons contacted regarding the RFB. Both Managers can be reached at (360) 426-9434.

Pricing

All bidders must bid on roof replacement for Building Three and Four.

Bid prices shall remain in effect for a period of not less than ninety (90) days after the bid opening. The bid price shall include all that is necessary to complete the contract to include the furnishing of all labor, materials, equipment, disposals and any other assets the proposer may possess to facilitate the completion of the contract. Sales tax shall not be a determinant in calculating price in the analysis of the proposal. Partial bids will not be accepted and will be declared non-responsive.

Right to Reject Bids

- MTA reserves the right to reject any bid for any reason including, but not limited to, the following: any bid which is incomplete, obscure, irregular or lacking necessary detail and specificity; any bid which contains figures (price, percentage or others) that are not legible or subject to more than one interpretation; any bid accompanied by insufficient or irregular bid guaranty; any bid from bidders who (in the sole judgment of MTA) lack the qualification and/or responsibility necessary to perform the work properly; any bid which is not approved as being compliant with the requirements for Disadvantaged Business Enterprise participation and/or Equal Employment Opportunity; any bid for which a bidder fails or neglects to complete and submit any qualifications information within the time specified by MTA and as may be otherwise required herein; and, any bid submitted by a bidder who is not registered or licensed as may be required by the laws of the state of Washington.
- MTA further reserves the right to reject any portion of any bid and/or to reject all bids. In consideration for MTA review and evaluation of its bid, the bidder waives and releases any claims against MTA arising from rejection of any or all bids.

Public Records Act

- All bids, contract documents and related materials (collectively, "Materials") submitted in connection with any proposal or bid are subject to public review and approval by the Authority Board. Contractor acknowledges and agrees to such public review and approval. With limited exceptions, all Materials submitted become public records and are subject to the provisions of RCW Chapter 42.56

(the "Act"). In most instances, all Materials will be subject to inspection and copying by the public.

- Any specific part of the Materials that is claimed to be confidential information or otherwise exempt from disclosure under the Act must be clearly identified as such by the Contractor by marking each page "PROPRIETARY AND CONFIDENTIAL" in capital letters and in a manner that makes the claim immediately obvious and identifiable. Contractor agrees that Materials which are not so marked may be inspected, copied, or both by the public, at the District's discretion.
- If a request is made for inspection, copying, or both of any Materials, MTA will review the Materials to determine if any are marked "PROPRIETARY AND CONFIDENTIAL." For Materials appropriately marked, MTA agrees that it will notify Contractor of such request and provide at least five (5) days written notice of such request prior to public disclosure of the documents. The Contractor may take such efforts to assert or exercise any rights available to Contractor under the Act to prevent or limit such public disclosure or access at Contractor's sole and exclusive expense.

Award Of Contract

- Bids will be evaluated by MTA to determine which bid is the lowest responsive bid by a responsible bidder and which bid, if any, should be accepted in the best interest of MTA. MTA in its sole discretion reserves the right, but without obligation, to waive informalities and irregularities.
- Responsiveness. MTA will consider all the material submitted by the bidder to determine whether the bidder's offering is in compliance with the bidding documents.
- Responsibility. MTA will consider all material submitted by the bidder, and evidence it may obtain otherwise, to determine whether the bidder, its key personnel, and proposed subcontractors have the qualifications and experience to successfully complete projects of this type.
- Lowest. MTA will determine the "lowest responsible bidder" amount in accordance with Chapter 39.04 RCW.
- Within 90 days after the opening of bids, MTA will accept a bid, reject all bids, or take such other action as may be in its best interest. MTA reserves the right to request extension of the bid acceptance period. The acceptance of a bid will be evidenced by a written notice of award of contract delivered in person or by certified mail to the bidder whose bid is accepted.

Incorporation of RFB and Proposal in Agreement

This RFB and the proposer's response, including all promises, warranties, commitments, and representations made in the successful bids shall be binding and shall become contractual obligations, and will be incorporated by reference in the Service Agreement with the proposer.

Equal Employment Opportunity

In connection with execution of any contract entered into, the Contractor shall not discriminate against any employee or applicant for employment because of race, creed, marital status, age, color, sex, national origin, or disability. The Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during their employment without regard to their race, creed, marital status, age, color, sex, national origin, disability or other protected classification. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

Prevailing Wage

This Contract is subject to Chapter 39.12 RCW, and amendments thereto and regulations issued thereunder, relating to prevailing wages, benefits and other requirements. Bidders shall examine and be familiar with such requirements. No claim for additional compensation will be allowed which is based upon a lack of knowledge or a misunderstanding of any such requirements by the bidder/Contractor or a failure to include in the bidder's bid price adequate increases in such wages over the term of this Contract. It is the Contractor's responsibility to ensure that the proper wages are paid and the appropriate documentation submitted to MTA. "The State of Washington prevailing wage rates applicable for this public works project, which is located in Mason County, may be found at the following website address of the Department of Labor and Industries: <https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>. Based on the bid submittal deadline for this project, the applicable effective date for prevailing wages for this project is March, 2019. A copy of the applicable prevailing wage rates are also available for viewing at the office of MTA, located at 790 E. Johns Prairie Rd. Shelton WA 98584 Upon request, the MTA will mail a hard copy of the applicable prevailing wages for this project."

Taxes

All applicable taxes, which the Contractor is required to pay, including sales tax, shall be included in the bidder's proposed price for the work under this Contract. No adjustments will be made in the amount to be paid by MTA under this Contract because of any misunderstanding by or lack of knowledge of the bidder/Contractor as to liability for, or the amount of, any taxes for which the bidder/Contractor is liable or responsible

by law or under this Contract or because of any increases in tax rates imposed by any federal, state or local government.

Progress and Completion

Time shall be strictly of the essence for this Contract. The submission of a bid shall constitute the bidder's acknowledgment progress and completion requirements have been taken into account in formulating a price for this work.

Bid Price

The bid price shall include everything necessary for the prosecution and completion of the work and fulfillment of the Contract including, but not limited to, furnishing of all materials, equipment, tools, plant and other facilities and all management, superintendence, labor and services, except as may be provided otherwise in the Contract Documents.

Prevention of Environmental Pollution and Preservation of Public Natural Resources

The Contractor shall comply with applicable portions of the following statutes, ordinances and regulations and such other regulatory measures dealing with the prevention of environmental pollution and the preservation of public natural resources as may be subsequently identified by MTA or other public agencies as applicable to the work.

- Federal. Natural Environmental Policy Act of 1969, 42 USC 4321 et Seq.; Executive Order 11514; Clean Water Act, 33 USC 1251 et seq.;
- State. Water Pollution Control Act, Chapter 90.48 RCW; State Environmental Policy Act of 1971, Chapter 43.21C RCW and WAC Chapter 197-10; Noise Control Act of 1974, Chapter 70.107 RCW; Washington Clean Air Act, Chapter 70.94 RCW and WAC Chapter 1; Shoreline Management Act of 1971, Chapter 90.58 RCW.
- Regional. Any applicable Air Pollution Control District regulations.
- Mason County. Any applicable County ordinances and regulations.

Bid Guaranty

- The bid shall be accompanied by a bid guaranty bond, duly completed by a guaranty company authorized to carry on business in the state of Washington or, alternatively, by a certified or cashier's check drawn upon a banking institution with a branch office in the state of Washington, payable to the order of MTA, in an amount not less than five percent (5%) of the total bid. The surety signing the bid guaranty bond shall be registered with the Washington State Insurance Commissioner, and the surety's name shall appear in the current Authorized Insurance Company List in the State of Washington published by the Office of

the Insurance Commissioner. Each surety's name must also appear on the United States Treasury Department's list of authorized sureties - Circular 570, as amended.

- The amount payable to MTA under the bid guaranty bond, or the certified or cashier's check and the amount thereof, as the case may be, shall be forfeited to MTA in case of a failure or neglect of the bidder to furnish, execute and deliver to MTA the required performance bond and evidences of insurance and to enter into, execute and deliver to MTA the agreement on the form provided in the bidding documents within ten days after being notified in writing by MTA that the award has been made to and the agreement is ready for execution by the bidder.

Collusion

If MTA determines that collusion has occurred among the bidders, none of the bids of the participants in such collusion will be considered. MTA determination shall be conclusive.

ATTACHMENT A
QUALIFICATIONS

Proposer must demonstrate their qualifications/experience in the following area:

A. BUSINESS ORGANIZATION

1. List the names and contact information for all principal owners of business.
2. List all names that Proposer has previously done business as.
3. What is the number of years that Proposer has been in business at the same business?
4. Provide a copy of your business license.
5. List any negative Better Business Bureau reports.
6. Describe your business' financial capacity to fulfill a contract for the described work.
7. What are the qualifications, training, experience and certification(s) of your staff that would fulfill a contract for this work?
8. List your company's training program, equipment and record for safety and fall protection.

B. PERFORMANCE & QUALITY ASSURANCE

1. Describe your company's experience with similar projects (list 5 projects).
2. Describe your company's quality assurance program.
3. Describe your company's problem resolution process. How do you deal with customer complaints? How quickly do you respond to correct issues of non-performance or unsatisfactory performance?
4. If selected as the winning bidder, by how many days from the contracted date would you be able to complete the work; list for each proposed element.
5. What is the warranty for your installation work?
6. List the warranty being provided for each item or material being provided.

REFERENCES

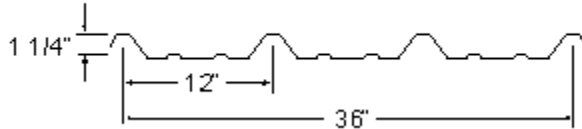
Include at least three professional references providing the company name, phone number, mailing address and contact person who had the direct responsibility of administering the contract with your company. These references should be jobs you have done within the last two years.

ATTACHMENT B

Specifications

Roofing Replacement:

MTA is requesting the existing roof for Building Three and Building Four be replaced through a complete tear off and replacement. Roofing material and job performance must meet the following specifications:



- Basis for design: Super Span® by AEP Span, Tacoma, WA. Installation of panels and accessories by installers with a demonstrable minimum of 5 years experience on panel projects of this nature. Bidder must be approved to install AEP Span warranted metal roof systems, regardless of system proposed.
- 36" panel coverage
- 1 1/4" trapezoidal ribs on 12" centers, applied over open framing
- Exposed fastened metal roof panel meeting or exceeding performance standards stipulated by ASTM E 1680 and ASTM E 1646.
 1. Manufacturer shall have a minimum of 10 years experience supplying metal roofing to the region where the work is to be done.
 2. Proposed manufacturer shall provide proof of \$2,000,000 liability insurance for their metal roof system and comply with current independent testing and certification, consistent with all performance standards of the specified AEP Span panel.
 3. Panel manufacturers without full supporting literature, Flashings & Details Guides, Guide Specifications and Technical Support shall not be considered equal to the specified product.
- High-quality 24ga Zincolume® coated steel conforming to ASTM A 792, with Dura Tech® 5000 PVF₂ coating.
- Lap panels away from prevailing wind direction.
- Panels must be fastened with manufacturer's required gasketed screws and sealed according to manufacturer's specifications with approved materials.

- Material must meet all applicable building codes for City of Shelton, Mason County, and the State of Washington.
- The project must also include replacement of all gutters, downspouts and flashings with Zincalume® coated steel with Dura Tech® 5000 PVF₂ coating. Specified manufacturer's standard flashing details will be used.
- All pipe flashings to be replaced with rubber boots that follow the roof contours. Boots to be sealed with manufacturer's approved sealer.
- Roof, gutter, downspout replacement materials must closely match the existing colors. Owner to select color from standard color chart.
- Roofing material shall be designed and installed to withstand all wind speeds, snow loads and any anticipated atmospheric weather conditions experienced in Mason County.
- Panel Warranty: 30 year on painted, 25 years on galvanized
- Energy Star Rating preferred (minimum SRI of 29)
- Materials delivered to the job site are to be properly packaged and staged to provide against transportation damage and weather.
- Extreme care must be exercised when unloading, storing and installing roofing system to prevent bending, warping, twisting, cutting and surface damage.
- All materials must be stored above ground on well supported platforms and provide proper ventilation of metal roofing and flashings to prevent condensation build up between panels and or flashing.
- Contractor is responsible for disposing of all old roofing material and removal from the job site.
- Cutting of panels must be performed with shears; saws, abrasive wheels only. Torch cutting is not permitted.

ATTACHMENT C
PRICE PROPOSAL

Required bid:

Replacement of roof for Building Three and Four

\$ _____

(Signature)

Name: _____

Company Name: _____

Address: _____

Phone No. _____