



SMALL PUBLIC WORKS ROSTER - INVITATION TO BID

Bainbridge Island Metropolitan Park & Recreation District

Date of Issue: 10/26/2023

Bid Due Date: 11/17/2023 4:00 P.M.

Submission of Proposal: All proposals should be sent to:

Amy Swenson
Bainbridge Island Metropolitan Park & Recreation District
11700 NE Meadowmeer Circle
Bainbridge Island, WA 98110
Amy@biparks.org

All submissions should include:

BIDDER PROPOSAL – See Below

CONTRACTOR’S BID SUBMITTAL SHEET – See Below

SIGNED DECLARATION – See Page 9 of This Document

EXHIBIT A – Logging Requirements

EXHIBIT B – Statement of Contractor’s Qualifications

EXHIBIT C – Forest Practices Application

Project Description:

The Bainbridge Island Metropolitan Park & Recreation District (the “District”) is soliciting bids for a commercial thinning project on both the Strawberry Hill Park and the Moritani Preserve located on Bainbridge Island, Washington. The selected harvester will be expected to access, cut, yard, load, and haul logs from both the Strawberry Hill thinning project and the Moritani Preserve thinning project.

The Strawberry Hill thinning is a variable density thinning removing approximately 7MBF/Acre of Douglas-fir for a total of approximately 61MBF. A small spur shall be built to access the project area from the

parking lot.

The Moritani Preserve thinning is a variable density thinning removing approximately 4MBF/Acre of Douglas-fir for a total of approximately 24MBF.

Project Locations:

Strawberry Hill Park: 7666 NE High School Road, Bainbridge Island, Washington

Moritani Preserve: 542 Winslow Way W, Bainbridge Island, Washington

Project Timeline: Expected Completion date 12/1/2023.

Eligibility: To be eligible to bid on this Small Works Project, Contractor must be a current member of the MRSC Shared Public Work Roster <http://mrscrosters.org/>.

Qualifications: A Statement of Contractor's Qualifications (Exhibit B) must be attached to bid.

Bid Documents: Bidders may obtain or access plans, specifications, and addenda for this project by visiting the District's website: <https://biparks.org/doing-business/>

Bid Opening: A formal bid opening will not be held. Upon selection of Contractor, a summary of all bids received for this project will be posted on the District's website. The successful bidder will have an official Notice of Award sent via email or mail.

Site Visit: Bidders are to visit and inspect each site listed below on their own reconnaissance in order to prepare their proposal.

Project Scope of Work

Strawberry Hill Thinning

See Exhibit C for a copy of the approved Forest Practice Application (FPA). The harvest area is 8.7 acres. The project area is mostly flat with some areas with rolling slopes. The steepest slope is less than 20%. The proposed harvest is to remove approximately 7MBF/Acre for a total of 61MBF of Douglas-fir trees.

The table below outlines what is to be harvested.

Species	Sort	Grade	% Defect	Board Feet per Acre		Total Net Mbf	Log Scaling Diameter - Percent of Net Board Foot Volume								Average Log		Logs/Ac
				Gross	Net		2-5	6-7	8-9	10-11	12-15	16-18	19-22	Length (ft)	Diam (In)		
DF	PU	UT	0	190	190	2	69	31						31	4.7	7.143	
DF	DO	2M	11.2	2,012	1,786	16					77	23		39	14	7.143	
DF	DO	3M	8.7	3,226	2,964	26			37	41	22			39	10.3	22.619	
DF	DO	4M	1.7	2,119	2,083	18	25	59	15					33	6.8	41.667	
		Totals	7.0	7,548	7,024	61	9	18	20	17	29	6		36	8.3	78.571	

The harvester will be expected to build the spur into the unit. If rock is required, the District will provide it. The harvester will be required to pay for trucking.

Moritani Preserve Thinning

All trees to be removed are within 1.5 tree lengths of a residence. Therefore, this was permitted through the City of Bainbridge Island. See Exhibit D for a copy of the approved permit. The harvest area is 6 acres. The project area is flat. The proposed harvest is to remove approximately 4MBF/Acre for a total of 24MBF of Douglas-fir trees.

The table below outlines what is to be harvested.

				Board Feet per Acre		Total Net	Log Scaling Diameter - Percent of Net Board Foot Volume								Average Log		
Species	Sort	Grade	% Defect	Gross	Net	Mbf	2-5	6-7	8-9	10-11	12-15	16-18	19-22	Length (ft)	Diam (in)	Logs/Acre	
DF	PU	UT	0.1	200	199	1	100							26	4.9	8.7	
DF	DO	4M	1.0	1,465	1,393	8	59	42						32	6	36.4	
DF	DO	3M	2.1	1,421	1,391	8			53	47				38	9.7	12.1	
DF	DO	2M	4.7	1,042	993	6		8			36	56		38	12	5	
		Totals	4.0	4,127	3,976	24	26	17	18	17	9	14		33	7	61.9	

The harvester will be required to pay for trucking.

See Exhibit A: Logging Requirements

Timing Restrictions:

Operating hours are restricted to 7:00am to 6:00pm to minimize the noise for the neighboring landowners.

Questions:

All bidder communication should be directed by email to the Project Manager's email address:

LydiaR@biparks.org

206 825-9602

Bidder Responsibility Criteria: It is the intent of the District to award a contract to the lowest 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 the District to submit documentation demonstrating compliance with the criteria. The bidder must:

- (a) 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.
- (b) Have a current Washington Unified Business Identifier (UBI) number.
- (c) If applicable:
 - i. Have Industrial Insurance coverage (workers' compensation) for the bidder's employees working in Washington as required in Title 51 RCW.
 - ii. Have an Employment Security Department number as required in Title 50 RCW; and
 - iii. Have a Washington Department of Revenue state excise tax registration number as required in Title 82 RCW.
- (d) Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).

The public works Contractor must verify responsibility criteria for each first-tier Subcontractor, and a Subcontractor of any tier that hires other Subcontractors must verify responsibility criteria for each of its subcontractors.

Documentation to be submitted for meeting Supplemental Bidder Responsibility Criteria:

As evidence that the Bidder meets the bidder responsibility criteria above, the apparent low bidder must submit documentation as may be required below to the District within 48 hours of the bid submission deadline. The District reserves the right to request such documentation from other bidders also.

Bidder Experience: The Bidder shall submit a list of at least three tree thinning/removal projects meeting the criteria for this item noted above. The list shall include the name of the project, a description of the project, a comparison of features of the work that are similar to the work of this project, the owner's name and contact information, the date the project was substantially complete, and the total construction cost for the project.

Signature: A bid by a corporation or company shall include the printed name of the corporation or company, the printed name and title, and the signature of the President, Secretary, or other officer authorized to bind the corporation or company. A bid by a firm shall include the printed firm name and member or agent name. Any person signing the proposal as an agent for another or others must also file legal evidence of their authority to do so. The business mailing address and telephone number must be provided.

Conflicts of Interest: Proposals must be prepared without the assistance of any officer or other person employed by or connected in any manner with the District.

Examination of Site & Conditions: The Contractor, by filing a bid, acknowledges that they have examined or have had the opportunity but knowingly declined to examine the premises and to have satisfied themselves as to the facilities and difficulties attending the execution of the proposed contract (including local conditions, uncertainty of weather and all other contingencies) before the delivery of their proposal, and no allowance shall be subsequently made on behalf of the Contractor by reason of any error or neglect on their part.

Withdrawal of Proposal: Proposals may only be withdrawn by written and signed request and only if such request is received prior to the opening of the bids. No bid will be received or considered after the time set for the opening of the bids.

Performance & Payment Bonds: No bid bond is required. Both a Performance and Payment Bond shall be required on contracts greater than \$50,000. For contracts \$50,000 or less Contractor shall have an option to choose 10% retainage or bonds.

Insurance: The Contractor shall procure and maintain in full force throughout the duration of the Agreement comprehensive general liability insurance with a minimum coverage of \$1,000,000 per occurrence/\$2,000,000 aggregate for personal injury and property damage. Said policy shall name the Bainbridge Island Metropolitan Park & Recreation District as an additional insured and shall include a provision prohibiting cancellation or reduction in the amount of said policy except upon thirty (30) days prior written notice to the District. The Contractor shall procure and maintain automobile liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident. The automobile liability insurance shall cover all owned, non-owned, hired, and leased vehicles.

Prevailing Wage: It is the sole responsibility of the Contractor to assign the appropriate classifications to all laborers, workmen, or mechanics that will perform any work pursuant to any Public Works Contract and to ascertain the applicable prevailing wage rates and fringe benefits for each such classification. The

Contractor shall pay all laborers, workmen, and mechanics the prevailing wage for Bainbridge Island, Kitsap County, Washington and shall file the required "Statement of Intent to Pay Prevailing Wages" in conformance with RCW 39.12.040. Following final acceptance of work, and before any final money is disbursed, each Contractor and Subcontractor must submit to the District an Affidavit of Wages Paid, certified by L&I.

If progress payments are made on this project, an approved Statement of Intent to Pay Prevailing Wages must be received prior to issuing the first payment. An approved Affidavit of Wages Paid must be received prior to issuing final payment.

Equal Opportunity: The District encourages Minority, Women and Disadvantaged Business Enterprises to participate in the competitive bid process. Bainbridge Island Metropolitan Park & Recreation District does not discriminate on the grounds of race, color, religion, national origin, sex, sexual orientation, or handicap in consideration for a project award.

Right to Reject Bids: The District reserves the right to postpone making the award for a reasonable length of time, accept a proposal of the bidder submitting the lowest responsible bid, to reject any or all bids, republish the call for bids, revise or cancel the work to be performed and to waive any irregularities or informalities. The District reserves the right to accept that proposal which is in the best interest of the District.

Preparation of Bids: Bidder shall comply with the following instructions in preparing its bid.

- (a) Complete Bid Form: Bids must be submitted on the enclosed Bid Submittal Sheet.
- (b) Fill in Blanks: All blank spaces on the Bid Form must be filled in by the Bidder. Bidder must submit a bid amount for all Alternates, Additives, Deductives, unit prices, and other prices indicated on the Bid Form, if any. When bidding on items for which there is no charge, Bidder shall write "No Charge" "Zero" or "0.00" in the space provided on the Bid form. If Bidder fails to submit a bid price for any item, notes "no bid" or similar language for any item or does not fill in all blank spaces on the Bid Form, the bid may be rejected as non-responsive.
- (c) Sign Bid Form: The Bidder shall manually sign the Bid Form in ink by an authorized representative of the Bidder

Bid Prices:

- (a) Sales Tax: The bid shall include all taxes imposed by law in Washington State. Sales tax shall be included in the bid price.
- (b) Insurance and Bonds: Bidder shall include in its bid the cost of all insurance and bond costs required by the Contract Documents to complete the base bid work and all additives and alternates.

Submission of Bids, Deadline: Bidders must submit their bids on the Bid Form included with the Bid Documents prior to the deadline established in the Invitation to Bid. Any bid received after the bid submission deadline will not be accepted or considered.

Bid Evaluation:

- (a) Non-Responsive Bids: Bids which are incomplete, conditioned, or qualified in any way, contain

erasures or alterations, include alternate bids or other items not called for in the Bid Submittal Sheet and in the Bid Documents, are not in conformity with the law or with these instructions, or include any other irregularity shall be rejected as nonresponsive.

- (b) Waiving irregularities: The District reserves the right to reject any or all bids, and to waive as an informality any immaterial irregularities in the bids received.
- (c) Award of Additives, Alternates, Deductives: The low bid shall be determined by the sum of the base bid plus any combination of Additives, Alternates and/or Deductives that the District decides, in its sole discretion, to include in the contract award. The summation of extensions including any applicable Additives, Alternatives, Deductives, and sales taxes will be used to fix the awarded contract price and the amount of the payment and performance bonds.
- (d) Bid Evaluation Documentation and Meeting: In order to verify that the Bidder has adequately incorporated all elements of the Work and the requirements of the Contract Documents in its bid prices, the Bidder shall, upon request of the District, promptly make available for the District's review a complete itemization and breakdown on its Total Bid amount, a description of the Bidder's understanding of the work, and a proposed schedule. Prior to award, upon request of the District, the Bidder and proposed subcontractors shall attend a bid evaluation meeting with the District and shall bring to the meeting any documents requested by the District to assist the District in evaluating the bid and the Bidder's understanding of the Project. In the event the Bidder refuses to provide the requested information or attend the bid evaluation meeting, the District may reject the bid as nonresponsive.

BID SUBMITTAL SHEET

CONTRACT EXECUTION

- (a) The Bidder agrees that if this proposal is accepted, it will, within fourteen (14) calendar days after notification of acceptance, execute a contract with the District, and will, at the time of execution of the contract, deliver to the District the Performance and Payment Bond (if applicable), Intent to Pay Prevailing Wages, and all Certificates of Insurance required therein, and will, to the extent of its proposals furnish all machinery, tools, apparatus, and other means of construction and do the work in the manner, in the time, and according to the methods as specified in the contract documents.
- (b) Failure to Execute Contract: If the successful Bidder, upon award of contract by the District, fails to execute the Public Works Contract or submit the Performance Bonds and acceptable evidence of insurance as required within the time specified, District may revoke the award. All rights of said bidder about this project will be annulled to the extent allowed by law.

Warranties: If within one year after the completion date of the Work, defective and unauthorized Work is discovered, the Contractor shall promptly, upon written order by the District, return and in accordance with the District's instructions, either correct such work, or if such Work has been rejected by the District, remove it from the site and replace it with non-defective and authorized Work, all without cost to the District.

Permits and Codes: The Contractor shall give all notices required by and comply with all applicable laws, ordinances and codes of the local government. All construction work and/or utility installations shall

comply with all applicable ordinances and codes including all written waivers.

Payment Processing: District agrees to pay Contractor through a split at the mill/point of sale.

Logging and hauling payments will be split by the mill. If any rates are by the ton, each load shall be weighed at a scale with the weight written on the load ticket and a copy of the load ticket and scale sheet provided to the District.

Bid Sheet for Strawberry Hill Thinning and Moritani Preserve Thinning

On Board Trucking: \$_____/MBF

Trucking to proposed destinations. Designate if the rate is per ton or per MBF.

- Sawlogs/CNS – SPI - Shelton: \$_____
- Sawlogs – SPI – Burlington: \$_____
- Sawlogs/CNS – Interfor – Port Angeles: \$_____
- Pulp – Willis Enterprises – Belfair: \$_____
- Pulp – C&C Timber – Hansville: \$_____

Road Construction Total Cost: \$_____

Statement of Available Equipment and Work Plan:

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Signature and Date

DECLARATION:

- A. Familiarity with Bid Documents and Site: The undersigned Bidder certifies to have personally and carefully examined the Bid Documents issued for the above-referenced project, and the site where the Work is to be performed and the conditions affecting the Work, consistent with the Instructions to Bidders.
- B. Compliance with Applicable Laws and Regulations: Bidder agrees that if awarded the contract, Bidder will comply with the requirements of all applicable federal, state, and local laws and regulations.

Bidders Business Name		
Type of Business		
Physical Business Address		
City	State	Zip Code
State of Washington Numbers for the following:		
Contractor Registration No.:	UBI No:	Employment Security Dept. No:

OFFICIAL AUTHORIZED TO SIGN FOR BIDDER

"I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct":	
Signature:	Date:
Print Name and Title:	Location or Place Executed: (City, State)

Summary of Attachments

1. Exhibit A, Logging Requirements
2. Exhibit B, Statement of Contractor Qualification
3. Exhibit C, Forest Practices Application
4. Project Contract