

Small Works Project Bid Proposal

1. **BID:** Having carefully examined the Project Manual including Specifications, titled:

Open Order #SWV-

and the drawings similarly titled (together called the project Contract Documents), as well as the site of the project and conditions affecting the work, the undersigned proposes to furnish all the labor, materials, equipment, supervision, bonds, insurance and other accessories, instruments and services necessary to perform and complete all of the work required by and in strict accordance with the above documents and the implied intent thereof, for the following [amount, schedule of values]:
2. **SALES TAX:** The above proposal does not include State of Washington or local sales tax.
3. **COMPLETION:** The undersigned agrees to complete all work described in Contract Documents within One (1) year or **\$150,000.00** comes first.
4. **ADDENDA:** Receipt of Addenda Number(s) _____ is/are hereby acknowledged.
5. **WITHDRAWAL:** The above proposal will not be withdrawn before thirty (30) calendar days from actual date of opening.
6. **PORTS RIGHTS:** The Port of Seattle reserves the right to wave irregularities and/or to reject any and all bids.
7. **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 to have agreed to the provisions of this declaration.
8. **BONDS:** This project requires a Labor and Material Bond. This project requires a Performance Bond.
9. **LABOR:** This project does not require the signature of the Letter of Assent incorporated within the Project Labor Agreement.
10. **AWARD:** Contractor agrees to enter into a contract and begin work after Notice To Proceed. Notice to Proceed will be after award. The award date is the same date that the Port of Seattle signs the Contract Agreement.

Contractor: _____

By: _____
(Signature) (Title) (Telephone)

Address: _____
(Street) (City/State) (Zip Code)

WA State Contractor License No.: _____ Exp. Date _____

Workmen's Compensation Qualification No.: _____

BID FORM ATTACHMENT A Unit Price Schedule

Having carefully examined the Contract Documents titled:

_____ **Open Order SWV-** _____

Contractor proposes to furnish all the labor, materials, equipment, superintendence, insurance and other accessories and services necessary to perform and complete all of the work required by and in strict accordance with the above documents and the implied intent thereof, for the dollar values and mark-up percentages as identified in the following schedule of unit prices. Contractor may allocate overhead, insurance, fees, profit and all project costs to Unit Prices as deemed appropriate. **All project costs shall be reflected in the unit prices.**

a. Labor, including Overhead and Fee: For all labor, including foreman supervision (but excluding the superintendent and project manager) as may be necessary for the particular operation, the contractor may be paid an amount EQUAL to the UNIT PRICE BID AMOUNT. This payment shall include the sum of the following: prevailing wage rate, wage premiums, overhead, profit, insurance, medical premium, as applicable, and all other costs incurred in supplying such labor. Contractor shall meet the Washington State Prevailing Wage Rates including benefits current for the trade/position of the work.

<u>TYPE OF WORK:</u>	<u>DOLLARS</u>	<u>UNIT</u>
	\$ _____	Per
<u>Standby Crew Charge:</u>	\$ _____	Per Hr.
<u>Minimum Call-Out Charge:</u>	\$ _____	Each
The above unit prices include Contractors costs plus overhead and profit. If additional types of labor are required, they shall be measured and paid for as follows:		
<u>Additional Types of Labor:</u> At Contractors costs, plus:	_____ %	Percent

b. Supervisor and Non-manual Work, including Overhead and Fee: For all supervisor and non-manual work necessary for the particular work effort, the contractor may be paid an amount EQUAL to the UNIT PRICE BID AMOUNT. This category includes work of non-manual employees, including but not limited to, superintendents, project managers, supervisors, staff engineers, quality control and quality assurance personnel, and other non-manual employees. Office work, office support and administrative costs shall be included in the overhead and fees. This payment shall include the sum of the following: wages, overhead, profit, insurance, medical premium, as applicable, and all other costs incurred in supplying such work effort. The contractor shall be reimbursed for supervisor and non-manual work an amount not greater than twenty percent (20%) of the labor amount as stated on paragraph **a** above.

<u>Supervisor's and Non-Manual Work:</u> On-site to supervise, manage, survey, estimate and/or coordinate projects:	\$ _____	Per Hr.
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c. Materials: For all materials furnished by the Contractor, payment shall be made in the amount of the actual invoice cost for such material, including freight and express charges and applicable taxes less all offered or available discounts and rebates. To the above amount a cost EQUAL to the MATERIAL COST multiplied by the UNIT PRICE BID PERCENTAGE that shall be added for overhead, fee, bonds, insurance and all other costs associated with supplying such materials. The contractor shall furnish to the Port valid copies of supplier invoices.

Materials: At Contractors verified invoice cost plus a mark-up of	. %	Percent
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d. Port Provided Material. The Port reserves the right to furnish materials to the Contractor as it deems advisable and the contractor shall have no claim for any costs, overhead or fee on such material.

e. Equipment: For all equipment furnished by the Contractor, payment shall be made in the amount of the actual invoice cost for such rental or rental rate as established in the "AGC-Washington State Department of Transportation Equipment Rental Agreement", including freight and express charges and applicable taxes less all offered or available discounts and rebates. To the above amount a determined cost EQUAL to the EQUIPMENT RENTAL COST multiplied by the UNIT PRICE BID PERCENTAGE the shall be added for overhead, fee, bonds, insurance and all other costs associated with supplying such materials. The contractor shall furnish to the Port valid copies of rental invoices.

Equipment: At Contractors verified invoice cost plus a mark-up of	. %	Percent
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f. Port Provided Equipment. The Port reserves the right to furnish equipment to the Contractor as it deems advisable and the contractor shall have no claim for any costs, overhead or fee on such equipment.

g. Sub Contractors: The provisions of sub paragraphs **a** through **e** as applicable to the Contractor shall also be applied in the same manner to Sub Contractors at each tier.

h. Contractor Mark up of Sub Contractor Work: When work is provided on an open order contract by Sub Contractors, the Contractor shall be allowed an additional mark up EQUAL to the SUBCONTRACTOR Labor, Material, Equipment and Permit PRICE (less the sub contractor's mark up for material, equipment, permits, bonds, overhead, fees and profit) multiplied by the UNIT PRICE BID PERCENTAGE. The contractor shall furnish to the Port valid copies of invoices including a summary of all sub-contractor labor, material, equipment and permit costs.

Sub-Tier Subcontractors: At Contractors verified invoice cost plus a mark-up of:	. %	Percent
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i. Permits: For all permits furnished by the Contractor, payment shall be made in the amount of the actual permit cost. To the above amount a determined cost EQUAL to the PERMIT COST multiplied by UNIT PRICE BID PERCENTAGE the shall be added for overhead, fee, bonds and all other costs associated with receiving such permits. The contractor shall furnish to the Port valid copies of permits obtained.

Permits & Fees as required to perform the work: At Contractors verified invoice cost plus a mark-up of:	. %	Percent
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j. Payment: Once a month, the Contractor shall submit a separate invoice for each project worked on during that month. Payment will be based on actual hours worked and materials furnished. All labor, equipment and material use shall be logged and documented daily in a Labor, Equipment and Material (LEM) log and Submit in accordance with Article 4.1 of the Contract.

**END OF BID FORM, ATTACHMENT A
UNIT PRICE SCHEDULE**

