



BID FORMS

BIDDERS DECLARATION AND UNDERSTANDING

**SECTION 00 41 00
 BID FORMS**

NOTE TO BIDDER: Bidders must provide all of the information requested in this bid. Bidder should type or use ink for completing this bid.

To: Oregon Zoo

Address: 4001 SW Canyon Road
 Portland, OR 97221

Contract: Oregon Zoo Veterinary Medical Center, (RFB# 10-1638)

Bidder: _____

Address: _____

Bidder's Contact: _____

Telephone: () _____ Date: _____

BIDDER'S DECLARATION AND UNDERSTANDING

The undersigned, hereinafter called the bidder, declares that the only persons or parties interested in this bid are those named herein, that this bid is, in all respects, fair and without fraud, that it is made without collusion with any official of Metro, and that the bid is made without any connection or collusion with any person submitting another bid on this Contract.

The bidder further declares that it has carefully examined the Contract Documents for the completion of the Work, has personally inspected the site, has satisfied itself as to the Work involved, and that this bid is made in accordance with the provisions and under the terms of the Contract Documents which are hereby made a part of this bid.

Any printed matter on any letter or paper enclosed herewith which is not part of the Bidding Documents or which was not requested by Metro is not to be considered a part of this bid, and the undersigned agrees that such printed matter shall be entirely disregarded and, notwithstanding such printed matter, that the bid is a bid to do the Work and furnish the labor and materials and all other things required by the Contract Documents strictly within the time and in accordance with such Specifications. This bid is irrevocable for sixty days following the date of the opening of bids.

BID SECURITY

Bid security in the form of a certified check, cashier's check or bid bond as further described in the Instructions to Bidders and in the amount of TEN PERCENT (10%) of the total bid amount is enclosed herewith and is subject to all the conditions stated in the Instructions to Bidders.



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(503) 797-1700

BID FORMS

CONTRACT EXECUTION, BONDS AND INSURANCE

The bidder agrees that if this bid is accepted, it will, within seven days after award of the Contract by the Metro Council, sign the Construction Agreement in the form annexed hereto, and will at that time deliver to Metro the performance bond and the labor and materials payment bond required herein and in the form annexed hereto, along with all certificates of insurance and certified copies of insurance policies specified and required in these Contract Documents, and will, to the extent of its bid, furnish all machinery, tools, apparatus, and other means of operation and construction and do the work and furnish all the materials necessary to complete all work as specified or indicated in the Contract Documents.

Cost of required bonds is to be borne by Contractor and is to be included in bid price.

COMMENCEMENT OF WORK AND CONTRACT COMPLETION TIME

The time frame for the award and execution of this Contract shall be as described in the Specifications for bidders and other Contract Documents. The successful bidder further agrees to commence the Work within five days of issuance of the Notice to Proceed and to diligently prosecute the Work to its final completion in accordance with the Contract Documents.

ADJUSTED PAYMENTS

In the event the bidder is awarded the Contract and fails to complete the Work in compliance with the time required by the Contract Documents, adjusted payments shall be paid to Metro as described in the General Conditions.

SALES AND USE TAXES

The bidder agrees that all applicable federal, state and local sales and use taxes are included in the stated bid prices for the Work.

LUMP SUM AND UNIT PRICE WORK

The bidder further proposes to accept as full payment for the Work proposed herein the amounts computed under the provisions of the Contract Documents and based on the listed lump sum and unit price amounts. The amounts shall be shown in both words and figures. In case of a discrepancy, the amount shown in words shall govern.

PREVAILING WAGES FOR PUBLIC WORK

Bidder hereby certifies that the provisions of ORS 279C800 – 279C.870, regarding Prevailing Wages, shall be complied with on this Project.



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SCHEDULE OF BID PRICES

Bidder to reference Specifications of Division 01, Section 01 11 00–Summary of Work; Section 00 11 16–Invitation to Bid.

PART A –VETERINARY MEDICAL CENTER BUILDING AND SITE

(_____ **DOLLARS**)
BASE BID (in words)

(_____ **DOLLARS**)
ALTERNATE #1 BID – ADD RESINOUS FLOOR TO ADDITIONAL ROOMS. (in words)

(_____ **DOLLARS**)
ALTERNATE #2 BID – Provide 1-1/2 inch asphalt overlay on the Access Road. (in words)

(_____ **DOLLARS**)
ALTERNATE #3 BID – Provide and install cameras, video controllers and software to operate the surveillance equipment. (in words)

(_____ **DOLLARS**)
ALTERNATE #4 BID – Provide and install gate operators to the 3 roof top moving translucent fiberglass panels. (in words)

(_____ **DOLLARS**)
ALTERNATE #5 BID – Provide and install railroad crossing gates. (in words)

PART B – SEPARATE PRICING. (This information is to provided for accounting purposes)

(_____ **DOLLARS**)
Labor and Material to Construct the Stormwater Diversion Swale and Water Quality Swale and all Stormwater work 5’-0” beyond the building. The water quality tank is not included. (in words)

(_____ **DOLLARS**)
Labor and Material to modify the gate by Kingston Drive (in words)

(_____ **DOLLARS**)
Labor and Material to modify the gate by Family Farm (in words)

(_____ **DOLLARS**)



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ADDENDA ACKNOWLEDGEMENT

The bidder is presumed to have read and hereby acknowledges receipt and acceptance of Addenda numbers:

(Insert number and date of each Addenda received)

SURETY

If the bidder is awarded a Contract on this bid, the surety or sureties who provide(s) the performance bond and labor and materials payment bond will be:

SURETY

ADDRESS

1. _____

2. _____



BID FORMS

GOOD FAITH PROGRAM

The Metro Council is committed to doing business with minority, woman-owned firms and emerging small businesses. The Council recognizes that supporting these firms will result in a stronger economy and increased competition.

To this end, Metro has established these procedures to maximize utilization of MBEs, WBEs and ESBs for Metro projects. The following six steps are required to help us monitor the usage of these firms.

Good Faith Efforts Steps:

1. Identify areas in which you intend to use sub-contractors.
2. Attend the Pre-Bid meeting if held. Meet any MBE/WBE/ ESB firms at the Pre-Bid meeting.
3. Contact several (or all) certified MBE/ WBE/ ESB firms listed (with the State of Oregon) to perform the work needed. (Metro's Purchasing & Contracts Office will be happy to provide you with a list of firms upon request (503) 797-1816.)
4. Negotiate with interested, available and capable MBE/WBE/ ESB firms who submit competitive bids.
5. Report to Metro all sub-contractors contacted. Please include their response and price quoted.
6. List all sub-contractors that you intend to use on this project.

Please note a selected MBE/WBE/ESB firm must be used unless Metro authorizes a substitution.

Thank you for your assistance in this important area. Attached are forms to complete and return as part of your bid document. Please contact our Purchasing and Contracts Division at (503) 797-1816 if you have any questions.



BID FORMS

MBE/WBE/ESB

THIS IS A REQUIRED FORM TO BE SUBMITTED WITHIN TWO HOURS OF BID CLOSING

Project Name _____

Bidder/Proposer _____

Address _____

Phone _____ Fax _____

Bid Closing Date: _____ Time: _____

YOU MUST SUBMIT THIS FORM WITHIN TWO (2) HOURS OF THE ABOVE CLOSING DATE

Step 1. Identify areas in which you intend to use subcontractors:

Step 2. Attend the pre-bid meeting (if held). Meet any MBE/WBE/ESB firms at the meeting.

Name of person who attended pre-bid meeting.

Step 3, 4 & 5. List all firms contacted for subcontracting work (use more sheets if necessary).



BID FORMS

Sub contract for _____

MBE, WBE, ESB, Other	Certification #	Name of Firm	Date Contacted	Mode of Communication	Amount of Bid	Comments

Sub contract for _____

MBE, WBE, ESB, Other	Certification #	Name of Firm	Date Contacted	Mode of Communication	Amount of Bid	Comments

Sub contract for _____

MBE, WBE, ESB, Other	Certification #	Name of Firm	Date Contacted	Mode of Communication	Amount of Bid	Comments



BID FORMS

Sub contract for _____

MBE, WBE, ESB, Other	Certification #	Name of Firm	Date Contacted	Mode of Communication	Amount of Bid	Comments

Step 5. List all sub-contractors used for this project.

BIDDER/PROPOSER INTENDS TO SUBCONTRACT WITH THE FOLLOWING:

Subcontractor/ Supplier	Non **MBE, WBE, ESB	Nature Of Work	Dollar Value Of Participation
Contact Name Address Phone			CCB #*
Contact Name Address Phone			CCB #*
Contact Name Address Phone			CCB #*
Contact Name Address Phone			CCB #*



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*Please include Construction Contractors Board Number

** Non W/W/ESB Sub-Contractors

Total Bid/Proposal Amount _____

Authorized Signature _____ Date _____



BID FORMS

BID CHECKLIST: PUBLIC IMPROVEMENTS

FIRM _____
 NAME _____
 MAILING ADDRESS _____
 PHONE (____) _____ FAX (____) _____ EMAIL _____

BIDDER REPRESENTS/CERTIFIES/ACKNOWLEDGES AS PART OF THIS OFFER THAT:

(Contractor shall check or complete all applicable boxes)

(To Be Submitted by 2:00 p.m. on Bid Due Date)

(BID WILL BE CONSIDERED NON-RESPONSIVE WITHOUT THE FOLLOWING DOCUMENTS*)

1. **BID***
2. **BID BOND***: Bidder has complied with Metro's requirements for \$_____ bid surety and guarantees that this bid is irrevocable for the period specified herein. *(enter surety amount)*
3. **CONFLICT OF INTEREST***: Bidder hereby certifies that no officer, agent, or employee of Metro has participated on behalf of Metro in preparation of this bid, that the bid is made in good faith without fraud, collusion, or connection of any kind with any other Bidder for the same work, and the Bidder is competing solely in its own behalf without connection or obligation to any undisclosed person or firm.
4. **RESIDENT/NON-RESIDENT***: Undersigned Bidder states that it is a resident or non-resident of the state of Oregon. State in which Bidder resides: _____
5. **TYPE OF BUSINESS ORGANIZATION***: Bidder operates as an individual, a corporation, incorporated under the laws of the state of _____, a non-profit organization, a partnership. (If partnership, attach names of the partners)
6. **OREGON LICENSE***: If a corporation, it is, or is not, licensed with Oregon Corporation Commission
7. **REGISTRATION NO***: _____ with Construction Contractors Board.
8. **CERTIFICATE OF EMPLOYEE DRUG TESTING PROGRAM***
9. **DOING BUSINESS AS***: Provide any assumed names utilized.

TO BE SUBMITTED IN SEPARATE ENVELOPE BY BID DUE DATE AND TIME OF 4:00 P.M.

1. **FIRST TIER SUBCONTRACTOR DISCLOSURE FORM***
2. **MBE/WBE/ESB PROGRAM FORMS***

PRIOR TO AWARD:

Financial records and other information in accordance with ORS 279C at the option of Metro's Project Manager

Performance Bond: Cost of the Bond shall be included in the Bid.

Labor and Materials Bond: Cost of the Bond shall be included in the Bid.

Bond amounts shall each equal 100% of contract total, or as stated in RFB. (Below \$50K Performance and Labor, and Materials Bonds may be combined)

NAME AND TITLE OF PERSON AUTHORIZED TO
 CONTRACT/SIGN OFFER (TYPE OR PRINT)

SIGNATURE OF AUTHORIZED PERSON

Bids must be enclosed in a sealed envelope, endorsed on the outside, indicate the bid subject, Request for Bid number and opening date, and delivered to Metro on or before the date and time the bid is due. (See Instructions to Bidders)

Revised 20-Nov-2005



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BID CHECKLIST: PUBLIC IMPROVEMENTS

Form 3601

END OF SECTION