

**KITSAP COUNTY
PARKS & RECREATION
FIRE ALARM SYSTEM**



INFORMAL BID 2010-125

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2010-125**

BID SUBMISSION DATE AND TIME: June 28, 2010 @ 3:00 P.M.
KC PURCHASING OFFICE
614 DIVISION STREET MS-20
PORT ORCHARD, WASHINGTON

SITE VISIT: June 24, 2010 @ 10:00 A.M.
KITSAP COUNTY
Kingston Co-op Preschool
11128 NE Main Street
Kingston, WA

The Kitsap County Purchasing Office is accepting sealed bids from qualified Contractors for the following project-

1. Install fire alarm system at Kingston Co-op Preschool in Kingston.

Bids will be received in the Purchasing Office, County Courthouse, 614 Division Street MS-7, Port Orchard, Washington, before 3:00 P.M., June 28, 2010.

After the review process has been completed, a bid tabulation will be available for public inspection.

SCOPE OF WORK Contractor shall provide a complete Fire Alarm System, to include all necessary labor, permits, materials, equipment and installation for the Kingston Co-op Preschool located at 11128 NE Main Street, Kingston, WA.

Per the following specifications:

1. Design will require NFPA 13 code compliance.
2. Permit to be approved by the KC Fire Marshals Office.
3. Contractor is required to remove all debris resulting from the installation.
4. Wireless notification is acceptable.

CONTRACTOR WILL BE RESPONSIBLE for fully commissioning the Fire Sprinkler System upon project completion with the Fire Marshal's Office and County Parks representative Dori Leckner.

SITE VISIT: June 22, 2010 @ 10:00 A.M. at Kingston Co-op Preschool, 11128 NE Main Street, Kingston, WA. Questions regarding project and location can be referred to Dori Leckner at (360) 337-5362, Kitsap County Parks and Recreation Department Monday-Thursday, 8:00 a.m. to 4:30 p.m. excluding holidays.

NOTICE TO CONTRACTORS:

All work shall be in accordance with the above specifications, and other contract documents as administered by the Kitsap County Facilities Parks and Recreation Department. Contractors for this project must comply with all applicable government and local agency requirements, including the Washington State Prevailing Wage Rate Law.

Proposers must be a licensed contractor and must submit a photocopy of their valid Washington State Contractor's Registration, and a copy of their Certificate of Liability Insurance.

INSURANCE REQUIREMENTS

Minimum Limits of Insurance

Contractor shall maintain limits of no less than:

1. Commercial General Liability:
One million dollars (\$1,000,000) combined single limit per occurrence for bodily injury and property damage.
Two million dollars (\$2,000,000) aggregate

Coverage shall be on an "occurrence basis"

Kitsap County shall be named, by endorsement, as an additional insured on the Contractor's insurance policy as respects to this contract. Such insurance as carried by the Contractor is primary over insurance carried by the County.

2. Comprehensive Automobile Liability Insurance:
One million dollars (\$1,000,000) combined single limit per accident for bodily injury or property damage. The coverage shall include the following:
 - a. Owned automobiles
 - b. Hired automobiles
 - c. Non-owned automobiles
3. Workers' Compensation and Employer's Liability: Workers' Compensation Coverage required by the State of Washington.
4. Notice of Cancellation: In the event of non-renewal, cancellation, or material change in coverage a thirty, (30) day written notice shall be furnished to the County prior to the date of cancellation, non-renewal or change.

CERTIFICATE OF INSURANCE MUST BE SUBMITTED

BID BOND:

For contracts of twenty-five thousand dollars or less, at the option of the contractor the County may, in lieu of the bond, retain fifty percent (50%) of the contract amount for a period of thirty days after date of final acceptance, or until receipt of all necessary releases from the department of revenue and the department of labor and industries and settlement of any liens. As per RCW 39.08.010. Contract Binding Option:

_____ Surety Bond

_____ Retain 50% of Contract Amount per RCW 39.08.010

PREVAILING WAGE

Workers of all contractors, subcontractors and lower tier subcontractors on all County public work projects, as the term public works is defined by RCW 39.040.010, shall be paid the "prevailing rate of wage" including "usual benefits" in kind and not by a cash payment in lieu of such usual benefits, as those terms are defined by Chapter 39.12 RCW. It is understood that the successful contractor is responsible for obtaining and completing all required government forms and submitting same to the proper authorities.

Respondents must correctly prepare and submit all required documents to the Kitsap County Purchasing Office prior to Request for Proposal closing date and time. The following documents are required for a complete proposal package:

Bid Proposal Sheet including cost breakdown
Addendum Receipt, if any
Certificate of Liability Insurance
Certificate of Contractor's Registration
Contract Binding Option

The Kitsap County Purchasing Office reserves the right to reject any or all responses for good cause, to waive any informality in any response and to delete certain items listed in the Request for Proposal as set forth herein.

EACH BID SHALL BE SUBMITTED in a separate envelope and sealed when mailed. The number and title of the project (as indicated above), the date & time of the response deadline, and the name & address of the bidder shall be clearly shown on the outside of the envelope.

Proposals received after 3:00 p.m. June 28, 2010, will not be considered.

You may respond by mail or hand-deliver:

MAIL: ATTN: R'Lene J. Orr, Manager
Kitsap County Purchasing
614 Division Street MS 21
Port Orchard, WA 98366

Or hand-deliver Monday-Friday (excluding holidays) 8:00a.m. to 4:30p.m. To the Purchasing Office, Kitsap County Courthouse, 614 Division Street, Port Orchard, Washington.
Solicitation/purchasing process questions may be directed to either of the people listed below during normal business hours:

R'Lene J. Orr	360-337-4410	rorr@co.kitsap.wa.us
Linda Nelson	360-337-7036	lnelson@co.kitsap.wa.us

Cooperative Purchasing: Washington State Inter-local Cooperative Purchasing Act RCW 39.34 provides that other governmental agencies may purchase goods and services on this solicitation or contract in accordance with terms and prices indicated therein, if all parties are willing.

**IFB 2010-1
Kingston Co-Op Preschool Fire Alarm System**

BID PROPOSAL SHEET

The undersigned proposes to furnish the Kitsap County. As described in the scope of work.

PROJECT COST \$ _____

WASHINGTON STATE SALE TAX \$ _____

TOTAL COST W/TAX \$ _____

This Informal Bid is made in accordance with the published requirements and warrants, receipt of which is hereby acknowledged, and is offered in accordance with the authority of the Kitsap County Purchasing Office.

BIDDER: _____
Name of Company Type or Print

NAME: _____
Type or Print

SIGNATURE: _____(Date) _____

TITLE: _____

ADDRESS: _____

PHONE: _____

FAX: _____

- Attachments:
Bid Sheet
Addendum Receipt, if any
Certificate of Liability Insurance
Certificate of Contractor's Registration

ADDENDUM RECEIPT

Receipt of the following addendum to this solicitation is hereby acknowledged:

<u>Amendment number</u>	<u>Date of Receipt Addendum</u>	<u>Signed Acknowledgement</u>
1	_____	_____
2	_____	_____
3	_____	_____

NOTE: Failure to acknowledge receipt of any amendment may be considered an irregularity in the bid.