

INSTRUCTION TO BIDDERS

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01. General

Plans, specifications, and addenda are available for viewing at the Water District 19 office located at 17630 100th Avenue SW, Vashon, WA 98070, (206) 463-9007. The plans and specifications may be obtained from for a non-refundable fee of \$30 per set.

02. Location

Project is located in the vicinity of Vashon, Washington within King County.

03. Examination of Plans, Specifications and Site

Bidders shall satisfy themselves as to construction conditions by personal examination of plans, specifications and site of proposed work, and by any other examination and investigation which they may desire to make as to the nature of difficulties to be encountered.

04. Proposals

Proposals shall be made on the forms included herewith and shall be addressed to Water District 19, 17630 100th Avenue SW or PO Box T, Vashon, WA 98070. Proposals shall be in a sealed envelope, plainly labeled "Ridge Road Water Main Replacement" and shall be delivered to the above address to arrive not later than 1:00 pm on February 17, 2012.

No proposal may be withdrawn after the time set for the bid opening or before award of contract unless said award is delayed for a period exceeding 60 days.

05. Bid Proposal Deposit

As a guarantee of good faith and as required by law, each bid shall be accompanied by a bid proposal deposit in the form of a certified check, cashier's check, or surety bond, payable to the order of the Water District 19, for an amount not less than 5 percent of the total amount of bid. Deposits of the three low bidders will be retained until a contract has been entered into between the successful bidder and the Owner and until a performance and payment bond in an amount of 100 percent of the contract price has been filed as required under these contract documents.

Deposits of other bidders will be returned as soon as it is determined that they are not one of the three low bidders.

06. Award of Contract

Contract will not be awarded until the Owner is satisfied that successful bidder is reasonably familiar with the class of work contemplated and has the necessary capital, tools and experience to satisfactorily perform the work within the time stated. Completion of the work within the time stated is essential and prior commitments of the bidder, failure to complete other work on time, or reasonable doubt as to whether the bidder would complete the work on time would be cause for the rejection of any bid. In addition, the Owner may determine any bidder not to be responsible in accordance with RCW 43.19.1911(9) and/or any other legal authority. The right is reserved by Owner to waive any informalities in the bidding, to reject any or all proposals, to accept any proposal, to re-advertise for new proposals, or to otherwise carry out the work.

07. Failure to Execute Contract

In the event the successful bidder fails to furnish an approved bond and to sign the contract within ten (10) days after notification of award, an amount equal to five (5) percent of the amount of the bid shall be forfeited to Owner as liquidated damages. Said liquidated damages shall be paid from the check or bid bond filed by the bidder. Other proposals will then be reconsidered for award by Owner.

08. Corrections, Interpretations and Addenda

Any omissions, discrepancies or need for interpretation should be brought in writing to the attention of Engineer. Written addenda to clarify questions which arise will then be issued.

All interpretation or explanations of the contract documents shall be in the form of an addendum and no oral statements by Owner, Engineer, or other representative of Owner shall, in any way, modify the contract documents, whether made before or after awarding the contract.

09. Project Engineer

Notices as required in the general conditions shall be mailed to Water District 19, PO Box T, Vashon, WA 98070, (206) 463-9007.

10. Chemical Hazard Communication

Before starting work under this contract, Contractor is required to supply information to the Owner on all chemical hazards that Contractor is bringing into the work place and thereby creating exposure to the Owner's employees.

11. Completion Time

Contractor shall be required to have the contract completed within 60 working days from Notice to Proceed.

12. Bidder's Responsibility Statement

It is the responsibility of each bidder to ascertain if all the documents listed on the attached index are included in their copy of the bid specifications.

If documents are missing, it is the sole responsibility of the bidder to contact the Water District 19 to obtain the missing documents prior to bid opening time.

13. Bid Package Checklist

The Following are required as a minimum for a complete bid:

- Non-Collusion Certificate
- Subcontractor List
- Bidder's Qualification Certificate
- Bid Bond Form
- Bid Bond
- Signed Proposal Form
- Schedule of Prices
- Acknowledgement of Receipt of Addenda

