

## COLFAX DOWNTOWN ASSOCIATION INVITATION TO BID

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### COLFAX DOWNTOWN ASSOCIATION INVITATION FOR BIDS 203 Main Street, Colfax, Washington

**Project: 203 Main Street, Colfax, Washington**

**Bid Date: 12/20/2022**

**Bid Due Date: 1/3/2023**

**Pre-Bid Meeting:**

Sealed bids for Design-Build Services for the COLFAX DOWNTOWN ASSOCIATION can be sent to PO BOX 724 COLFAX, WA 99111 (Colfax Downtown Association Mailing Address) or personally delivered to 203 Main Street, Colfax, Washington (Colfax Downtown Association Physical Address) no later than **1 pm (PST), on January 3, 2023**. Bids received after this time will not be accepted.

#### **Project Description:**

- The project will consist of renovating the existing 3-story +/- 10,000SF building at 203 Main St. in downtown Colfax, WA. The current building is mixed-use, with retail on the main floor and office on floors 2 & 3.
- The project budget is **\$1,400,000.00**.

#### **The work on this project includes, but is not limited to, the following:**

- The project is design-build. All work shall comply with all applicable federal, state, and local codes and regulations. The contractor shall employ competent and qualified consultants to provide a code study, existing as-builts, structural evaluation and modifications for current conditions and intended use, and all mechanical, electrical, plumbing, and fire sprinklers systems. Additionally, the Contractor shall furnish drawings as required to obtain all necessary permits to perform the scope of work. A phased permit to commence demolition prior to permit issuance will be required.
- The main floor will be partially demised to provide two new commercial kitchens for a restaurant and coffee and/or breakfast restaurant and shall include kitchen equipment. Each suite will be separately metered for power, water, heating & cooling. The façade along Main St will be updated with new commercial storefronts and entrances.
- Install a fire sprinkler system on all floors. Contractor shall coordinate and confirm the point of connection, fire flow, and/or pump requirements as required with the AHJ.
- Floors 2 & 3 will be office space with zoned heating & cooling distribution and new finishes throughout.
- A good faith survey and AHERA building inspection are required prior to any demolition work.

**Work must commence:**

Bidders are required to inspect or investigate the site of Work prior to submitting a Bid. Please call 509-288-9063 to make an appointment to do a site inspection for a period to 1 hour on either December 27 or December 29 between the hours of 10 a.m. to 4 p.m.

This bid is a lump sum bid.

CDA has no obligation to compensate any bidder for any costs incurred in responding to this Bid.

Bids will be opened publicly and read aloud immediately following the specified closing time. All interested parties are invited to attend.

Bid documents may be examined at the Colfax Downtown Association Office located at 203 N Main St., COLFAX, WA 99111.

The CDA reserves the right to reject any or all offers if such action is in the best interest of the Colfax Downtown Association and waives informalities and minor irregularities in offers received. Bids may be delivered by mail or delivered in person at 203 N Main St., Colfax, Wa 99111.

**This invitation to bid is only for contractors who can complete the scope of work described above and fulfill all terms of contract by the deadline of 06/1/2023.**

## **INSTRUCTIONS TO BIDDERS**

### **ARTICLE 1: QUALIFICATION OF BIDDERS**

- A. Generally, no prequalification requirements are imposed prior to submitting a Bid. However, the COLFAX DOWNTOWN ASSOCIATION may make such investigations as they deem necessary to determine the ability of the Bidder to perform the Work. The Bidder shall furnish to the CDA all such information and data for this purpose as the CDA may request. The CDA reserves the right to reject any Bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the CDA that such Bidder is properly qualified to carry out the obligations of the contract and to complete the Work contemplated therein.
- B. The Bidder must be familiar with all Federal, State and local laws, including RCW 18.27 Registration of Contractors, ordinances, and regulations which in any manner might affect those engaged or employed in the Work, the materials, equipment, or procedures used in the Work, or which in any other way would affect the conduct of the Work. It is assumed the Bidder is familiar with such laws and regulations, and no plea of misunderstanding or ignorance of the law will be considered.
- C. The Bidder must be registered and licensed as may be required by the laws of the State of Washington at the time Bids are publicly opened.

### **ARTICLE 2: BIDDER'S REPRESENTATION**

Each Bidder, by submitting a Bid, represents that:

- A. The Bidder has read and understands the Bidding Documents and that the Bid is made in accordance with all applicable documents.
- B. The Bidder has inspected the site(s) of Work and has become familiar with the local conditions under which the Work is to be performed and has familiarized itself with the quantity and character of all materials and equipment.
- C. The Bid is based upon the Work described or presented within the Bidding Documents.
- D. The Bidder understands that the period of time for the final completion of the work shall be June 1, 2023.
- E. The failure or omission of the Bidder to examine all pertinent forms, instruments, applicable statutes, or other documents shall in no way relieve the Bidder from the contractual obligations required by the Bidding Documents.
- F. The Bid submitted is unconditional in all respects.
- G. They are willing and able to provide detailed reports/invoices that meet the requirements of the project.

- H. It shall be the responsibility of the Contractor to ensure, at all times during the performance of the work, to the maximum extent feasible a safe environment, to protect the safety of CDA staff, the Contractor's staff, subcontractors, and the public. This shall include, but not be limited to, compliance with OSHA/WISHA related Federal, State, and local laws, codes, and regulations.

### ARTICLE 3: BIDDING DOCUMENTS

#### 3.1 AVAILABILITY

- A. Bid documents may be examined at 203 N. Main Street, Colfax, WA 99111, or obtained from the CDA via US mail or email.
- B. The COLFAX DOWNTOWN ASSOCIATION assumes no responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.
- C. Bidding Documents issued as stated above are for bidding purposes only. The CDA does not confer a license or grant for any other use.

#### 3.2 INTERPRETATION & CLARIFICATION

- A. Bidders shall promptly notify the CDA of ambiguities, inconsistencies, or errors, if any, which they may discover upon examination of the Bidding Documents or of the site and local conditions.
- B. Interpretations and Clarifications
  - 1. Every request for interpretation or clarification should be submitted in writing to:

Colfax Downtown Association  
203 N. Main Street  
Colfax, WA 99111  
(509) 208-9063  
[Colfaxdowntown@gmail.com](mailto:Colfaxdowntown@gmail.com)
  - 2. To be given consideration the request **must be received NO LATER THAN 1:00 PM** on January 3, 2023. Questions received after this date and time may not receive a response from the CDA.
- C. Oral interpretations or clarifications will be without legal effect.

#### 3.3 ADDENDA

- A. Clarifications, interpretations, or supplemental instructions will be issued only in the form of written addenda.
- B. Each bidder shall acknowledge within their Bid that they have obtained all addenda issued.

- C. All addenda issued shall become part of the Contract Documents.

### 3.4 EXAMINATION OF THE WORK SITE

- A. The premises will be made available between the hours of 10 a.m. and 4 p.m. on December 27 and December 29<sup>th</sup> for inspection prior to the deadline for submission of bids for whatever inspections and tests prospective bidders deem appropriate. It shall be the responsibility of the bidder to make a thorough examination of the area described prior to the submission of his bid. Inspection of the premises is required to be eligible for award of the bid. Please call 509-288-9063 to make an appointment to inspect the property.
- B. Prospective Bidders and primary subcontractors are required to attend a site visit.

## ARTICLE 4: BONDING AND INSURANCE REQUIREMENTS

### 4.1 BOND COSTS

- A. The costs or premiums for all bonds shall be paid by the Bidders.

### 4.2 CONTRACT BONDS

- A. Prior to the execution of the Contract, the Bidder shall furnish in a form satisfactory to the CDA, **Insurance Certificates**, a 25% **Performance Bond** and a 25% **Payment Bond** covering the faithful performance of the Contract and the payment of all obligations arising there under.
- B. Payment and Performance Bonds shall include language that states the bonding company agrees to any and all changes made to the contract when made by change order and agreed to by both Parties.
- D. The bid shall be accompanied by a **Bid Guaranty or Bid Bond** in an amount of at least 5% of the total bid. This bond ensures that if awarded the contract, the bidder will accept and perform the work under the contract. It also ensures that the bidder will not attempt to withdraw or otherwise not fulfill the contract. Finally, the bid bond ensures that the bidder will execute the contractual documents that are required within the time specified in this solicitation or forfeit all or part of the guaranty. The Bid Guaranty shall be in one of the following forms and made payable to the Colfax Downtown Association: a Bid Guaranty bond duly completed by a guaranty company authorized to do business in the state of Washington; a U.S. postal money order; or a certified check or cashier's check drawn upon a banking institution. The surety signing the Bid Guaranty bond must appear on the U.S. Treasury Department's most current list (Circular 570 as amended), and the surety's name must appear in the current Authorized Insurance Company List in the State of Washington published by the Office of the Insurance Commissioner.

### 4.3 POWER OF ATTORNEY

- A. Attorney-in-fact who signs Bid Bonds or Contract Bonds must file with each bond a certified and effectively dated copy of their Power of Attorney.

#### **4.4 INSURANCE REQUIREMENTS**

The Contractor shall, through the life of this Contract, carry and maintain at Contractor's expense, the following insurance:

- A. Statutory Worker's Compensation Insurance covering Contractor's employees as required by law. Contractor is fully responsible for ascertaining whether any federal industrial insurance laws apply to this agreement. Contractor shall comply with all required workers compensation requirements whether through purchase of commercial insurance or as a qualified self-insurer relative to federal industrial insurance laws. The Contractor shall obtain evidence of equivalent coverage from all subcontractors;
- B. Commercial General Liability Insurance to include Contractual and Products/Completed operations Liability. Such insurance shall provide Bodily Injury and Property Damage Liability coverage on an occurrence basis with a Combine Single Limit of not less than \$1,000,000 any occurrence;
- C. Commercial Automobile Liability Insurance providing Bodily Injury and Property Damage Liability coverage with a Combined Single Limit of not less than \$1,000,000 any one occurrence;
- D. Maintenance of this insurance coverage during the performance of the work is essential to the CDA.

#### **4.5 INSURANCE - GENERAL CONDITIONS**

Prior to performance under this Contract, the Contractor shall furnish to the CDA either original policies or certificates of insurance from an insurer(s) licensed or authorized to do business in the State of Washington evidencing compliance with the Liability Coverage Requirements provision above. Such policies or certificates shall contain the following provisions:

- A. Such insurance shall not be canceled, non-renewed, modified, or materially altered without the insurer first giving thirty (30) days written notice to the Colfax Downtown Association, 203 N. Main Street, Colfax, Washington, 99111.
- B. Such insurance shall be primary to any owned by the Colfax Downtown Association.
- C. In respect to those insurances described in the Section 4.4(b) and (c) of the Liability Coverage Requirements provision above, the CDA shall be named as an additional insured in respect to operations arising out of this Contract. A copy of the Additional Insured Endorsement is required to be submitted to the COLFAX DOWNTOWN ASSOCIATION along with the Certificate of Insurance.
- D. Insurance for subcontractors: If the contractor subcontracts any conditions of this Contract, the Contractor shall include all subcontractors as insureds under its policies or shall require separate certificates of insurance and policy endorsements from each subcontractor. Insurance coverage provided by subcontractors as evidence of compliance with the insurance requirements of this contract shall be subject to all of the requirements stated herein.

## **ARTICLE 5: EXECUTION OF BID**

### **5.1 FORM OF BID**

- A. Bids shall be submitted in written form. Specific bidding forms may be required depending upon the nature of the project. Said requirement will be included in the project description.
- B. All blanks on the Bid Form, if required, shall be filled in by typewriter or printed by hand in ink
- C. For lump sum Bids the total Contract lump sum price shall be submitted.
- D. Where so indicated by the makeup of the Bid Form, sums shall be expressed in figures only.
- E. Such prices shall be stated in clearly legible figures only and shall be in ink or typed.
- F. Alterations, erasures, or interlineations, if any, shall be in ink and initialed by the signer of the Bid.
- G. The Bidder shall make no additional conditions or stipulations on the Bid or qualify his Bid in any manner.
- H. The Bid Form shall include the legal name and registration number of the Bidder and a statement indicating whether the Bidder is a sole proprietor, a partnership, a corporation, joint venture, or other legal entity. The Bid Form shall be signed by the person or persons legally authorized to bind the Bidder to a contract.

### **5.2 IRREGULAR BIDS**

A Bid shall be considered irregular and may be rejected by the CDA for any of the following reasons:

- A. If required, the Bid Form furnished or authorized is not used or is altered;
- B. If the Bid Form is incomplete or if any required supplemental documents contain any additions, deletions, unauthorized alternate bids, conditions, or otherwise fail to conform to the COLFAX DOWNTOWN ASSOCIATION requirements;
- C. If the Bidder adds any provisions reserving the right to reject or accept the award, or enter into the contract;
- D. If the CDA deems any Bid to be excessively unbalanced either above or below the amount of a reasonable bid for the item of work to be performed to the potential detriment of the CDA.
- E. If Bid is not based on United States of America dollars.

### **5.3 RESPONSIBLE BIDDER**

It is the intent of the CDA to award a contract to the “lowest responsible Bidder” where possible. Before award, the Bidder must meet the following Bidder responsibility criteria to be considered a responsible Bidder. The Bidder may be required by the CDA 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:
  - 1. Have Industrial Insurance (workers’ compensation) coverage for the Bidder’s employees working in Washington, as required in Title 51 RCW;
  - 2. Have a Washington Employment Security Department number, as required in Title 50 RCW;
  - 3. Have a 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);
- E. Meet any supplemental criteria requirements, including detailed reports/invoices that meet the requirements of the project.
- F. A Bidder may be deemed not responsible and its Bid rejected if:
  - 1. More than one Bid is submitted on the same project from a Bidder under the same or different names.
  - 2. Evidence of collusion with any other Bidder or Bidders. Participants in such collusion may be disqualified from submitting Bids on further work.
- G. If requested, the apparent awarded Bidder must provide within two (2) business days of receiving the CDA’s request, the following:
  - 1. Information demonstrating that the Bidder is responsible, consistent with the criteria set forth in RCW 43.19.1911(9) or above. The CDA may specifically request information addressing any of the items listed in the RCW or above. The CDA reserves the right to request such documentation from other Bidders also.
- H. If the CDA determines that the awarded Bidder is not responsible, the CDA will notify the Bidder of its preliminary determination in writing. Within two (2) days of receipt of the preliminary determination, the Bidder may either withdraw its bid or protest the CDA’s determination by presenting additional information to the CDA. The CDA will consider the additional information



before issuing its final determination. If the final determination affirms that the Bidder is not responsible, the CDA will not execute a contract with any other Bidder until two (2) business days after the Bidder determined to be not responsible has received the final determination.

## **ARTICLE 6: SUBMISSION OF BIDS**

### **6.1 SUBMISSION OF BIDS**

- A. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "BID ENCLOSED" on the face thereof. The Bid, the bid guaranty if applicable and all other documents required to be submitted with the Bid shall be sealed in the envelope. The envelope shall be clearly marked with the words "Bid By" followed by the name and address of the Bidder, the CDA designated project name, and the date and time for the opening of the Bid.
- B. If the Bid is sent by facsimile or email, the Bid should include a subject line with the notation "BID ATTACHED". The Bidder is responsible for verifying that the Bid is received prior to the designated time and date. The CDA will not accept responsibility for transmission errors.
- C. Oral or telephonic bids are invalid and will not receive consideration.
- D. No Bid shall be considered which has not been received by the CDA before the date and time fixed in the published call for Bids.
- E. Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

## **ARTICLE 7: WITHDRAWAL OR MODIFICATION OF BIDS**

### **7.1 PRIOR TO BID DEADLINE**

- A. Prior to the time and date designated for the receipt of Bids, a Bidder may withdraw or modify a Bid submitted earlier. Withdrawal, or modification, of the Bid shall be by written notice signed by the Bidder, or by email received prior to the time and date designated for the receipt of Bids.

### **7.2 AFTER BID OPENING**

- A. A Bid may not be modified, withdrawn or canceled by the Bidder after the submission time and date deadline. By submitting a Bid the Bidder agrees to the above conditions.

### **7.3 RESUBMITTAL OF MODIFIED BIDS**

- A. A Bid which has been withdrawn or modified prior to the time and date designated for the receipt of Bids may be resubmitted. The resubmitted Bid will be considered valid only if it is received prior to the date and time originally set for the receipt of Bids and contains the Bid security covering all modifications, and all documents requested in the original submittal, signed and initialed as mentioned heretofore.

**ARTICLE 8: OPENING OF BIDS**

**8.1 PUBLIC OPENING**

- A. Bids will be opened and read publicly at the time indicated in the call for Bids unless the CDA has changed through Addendum the date of opening Bids to another date, rejected any Bid or Bids, or has canceled the call for Bids. Bidders, their authorized agents, and other interested parties are invited to be present.

**8.2 READING OF BIDS**

- A. Unless stated otherwise in the Advertisement, all Bids which have been properly identified and received will be publicly opened and read aloud. At the bid opening, the CDA will only disclose the following information: (a) The company name of each bidder; and (b) the calculated total amount bid. The CDA will, at a later time, review all bids in detail, may potentially interview some Bidders, and will, in a timely manner, notify all bidders of any bidder that is, as a result of the detailed inspection of bids submitted, ruled to be non-responsible or non-responsive.

**8.3 EVALUATION OF BIDS**

- A. After evaluation by the Executive Director, the CDA retains the right to reject any or all Bids.

**8.4 CLAIM OF ERROR**

- A. A Bidder claiming error in its Bid must submit superseding evidence by the close of the next business day after bid opening and provide any other superseding documentation requested by the CDA. In the event the Bidder demonstrates an error in the Bid to the CDA's satisfaction, the CDA may allow the Bidder to withdraw its Bid.

**ARTICLE 9: ACCEPTANCE OF BIDS (AWARD)**

**9.1 VERIFICATION OF BID PRICES**

- A. When Bids are reviewed, they will be checked for mathematical accuracy. The total of extensions, corrected where necessary, will be used as the amount of the Bid for award purposes and will fix the amount of the Contract bonds.

**9.2 RIGHTS OF THE CDA**

- A. The CDA shall have the right to waive any informality or irregularity in any Bid received.
- B. The right is reserved to accept a Bid of the lowest responsible Bidder, an Alternative Bid, if applicable, based upon plans and specifications prepared by the Bidder, to reject any or all Bids, republish the call for Bids, revise or cancel the work to be performed, or to do the work

otherwise, if in the judgment of the CDA Commission, the best interest of the CDA is served thereby.

### **9.3 FAILURE TO EXECUTE CONTRACT**

- A. If the Bidder awarded the Contract fails to execute the Contract and furnish satisfactory bonds within ten (10) days from receipt of the Notice of Intent to Award, or declares in writing their intent to not execute the Contract, their Bid deposit, if applicable, shall be forfeited to the CDA who may provide Notice of Intent to Award to the second lowest responsible Bidder. If the second lowest responsible Bidder fails to enter into the Contract and furnish bonds within ten (10) days after receipt of the Notice of Intent to Award, forfeiture of their Bid deposit shall also be made and the Contract may be awarded to the third lowest responsible Bidder, and in like manner until the Contract and bonds are executed by a responsible Bidder to whom award is made, or further Bids are rejected or the number of Bids is exhausted.

### **9.4 AWARD OF CONTRACT**

- A. All parts of the Instructions to Bidders and Specifications will be part of the Contract between the selected bidder and the CDA.
- B. The successful Bidder will receive a "Notice of Intent to Award" by the CDA. The letter will direct the Bidder to submit Certificates of Insurance, list of subcontractors, and the required bonds within ten (10) days after receipt.
- C. The Bidder shall also execute the Contract, furnished by the CDA, within ten (10) days after receipt of the "Notice of Intent to Award."
- E. The Contract period shall include, but not be limited to, the following: drawings, blueprints, material lead times, demolition and new work, punch list/final acceptance of work, issuance and acceptance of closeout documents, issuance of request for final payment.

### **9.5 EXTENSION OF TIME**

- A. If the Contract is not executed or not provided within the time required, and there appears to be circumstances which the CDA deems to warrant an extension of time, it may extend the time for execution of the Contract or for furnishing bonds for up to ten (10) additional days.

### **9.6 Communication**

- A. The CDA shall be the primary on-site point of contact for the Contractor pertaining to this work. The Contractor shall be free to converse and communicate with the CDA during or between visits; however, all requests for changes or decisions shall be submitted to the CDA and approved by the Executive Director after receipt and consideration of written request from the Contractor. The CDA anticipates that it will typically make a decision on such matters within 3 workdays of receipt, though such response time-frame may be shorter or longer depending on the situation. Accordingly, the Contractor shall be required to submit such written requests in a

timely a manner as reasonably possible. When construction commences, all communication must be directed to the designated CDA contact person only.

**9.7 Request for Payment.**

- A. CDA is responsible for making progress payments. Typically, progress payments for acceptable work and materials delivered and stored on the site will be made at 30-day intervals.
- B. Payment will be based on the percentage of work completed during a one-month period.
- C. A 5% retainage will be held on each payment request. A separate payment request for the return of the retainage will be required at the completion of the work.
- D. Request for payment must clearly identify each item of expense as required by the project, and Contractor agrees to work with CDA to properly identify these items.
- E. Request for payments shall list and clearly identify the retainage in the amount of 5% as a deduction to the subtotal of charges on the request for payment.

**9.8 Contract End Items.**

- A. Upon completion of the project the Contractor must submit the following:
  - A separate payment request for the retainage;
  - A one-year warranty letter from the Contractor;
  - Consent of Surety to Final Payment;
  - Contractor's Affidavit of Release of Liens;
  - Contractor's Certificate and Release; and
  - As-builts.

**9.6 AGREEMENT RENEWALS**

- A. The term of the contract shall be from the date of execution until final payment is made in June 2023. The contract will specifically state that any work performed after June 1, 2023 will not be paid for.
- B. Prices bid for each year will be firm for the duration of the contract.

**9.7 SIGNING OF CONTRACT**

- A. Copies of Contract Documents shall be signed by the Executive Director or Authorized Representative and the Contractor.

**9.8 CANCELLATION OF AWARD**

- A. The CDA reserves the right to cancel its Intent to Award of any Contract at any time before the execution of said Contract by all parties without liability to the CDA.

**ARTICLE 10: PREVAILING WAGES**

- A. **PREVAILING WAGES:** Payment of Washington State Prevailing Wages applies to this contract. Contractors and subcontractors shall comply with the requirements of RCW 39.12 regarding the payment of prevailing wages, including the requirements to deliver a Statement of Intent to Pay Prevailing Wages and to post notice of such intent **prior to commencement of work** and to file an Affidavit of Wages Paid after completion of the work. The State of Washington prevailing wage rates applicable for public works projects may be found at the following website address of the Department of Labor and Industries:  
<https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>.  
**The applicable effective date for prevailing wages is the due date in which the bid is due.** A copy of the applicable prevailing wage rates are also available for viewing at the CDA office, located at 203 N MAIN ST. COLFAX, WA 99111. Upon request, the CDA will mail a hard copy of the applicable prevailing wages for this project.
- B. Contractor shall submit an invoice for retainage at the end of the contract period.
- C. The cost of filing Prevailing Wage forms with the State Department of Labor and Industries shall be at no additional cost to the Colfax Downtown Association.
- D. No payment will be made on this contract until the contractor and each and every subcontractor has submitted a Statement of Intent to Pay Prevailing Wages that has been approved by the Department of Labor and Industries. No final payment or release of retainage will be made until the contractor and each and every subcontractor has submitted an Affidavit of Wages Paid following Labor and Industries filing requirements and that has been approved by the Department of Labor and Industries, and other State agencies as required by law.

**BID FORM****203 Main Street, Colfax, Washington****NOTE: ANY ALTERATION OR ADDITION TO THE BID FORM MAY INVALIDATE THE BID**

BIDDER'S NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

\_\_\_\_ Individual Proprietor      \_\_\_\_ Partnership      \_\_\_\_ Joint Venture

\_\_\_\_ Limited Liability Corporation      \_\_\_\_ Corporation

1. Having carefully examined the contract documents titled COLFAX DOWNTOWN ASSOCIATION INVITATION TO BID for the project at 203 Main Street, Colfax, Washington as well as the site of the project and conditions affecting the work , the undersigned 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 implied intent thereof, for the following schedule of prices:

**LOADED HOURLY LABOR RATES for all Contract Work.** For all labor as may be necessary for the particular operation, the total bid amount 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, including but not limited to all costs associated with transported to and from job site and tools and PPE and equipment supplied to the Worker for the execution of the work. The Contractor shall meet the Washington State Prevailing Wage Rates, including benefits current for the trade/position of the work.

2. The "Total Bid Price" on the Bid Schedule will be used for basis of award. Payment will be made on the basis of the actual quantities satisfactorily completed in accordance with the Contract requirements. A list of identified projects is provided in the Specifications Section. The CDA reserves the right to add or remove projects from this list.
3. Bidder has examined copies of the Bid Documents and of the following Addenda (receipt of which is hereby acknowledged): **EACH ADDENDUM MUST BE ACKNOWLEDGED.**

Date	Number

**COLFAX DOWNTOWN ASSOCIATION INVITATION TO BID**

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Bidder will complete the work for the following Total Amount: \_\_\_\_\_

4. The following documents are attached to and made a condition to this Bid:

- N/A

By: \_\_\_\_\_  
Name—please print Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Contact Person

\_\_\_\_\_  
Email Address