

Umatilla County, Oregon
216 S.E. Fourth Street
Pendleton, OR 97801

Request for Proposals

Issuing office, point of contact for information and office where copies of this Request for Proposals (RFP) may be obtained:

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1. Description of Project

Umatilla County is requesting proposals to replace existing sidewalk along west and east side of Umatilla County Courthouse, 216 SE 4th Street, Pendleton, Oregon

The project will include:

Demolition of existing sidewalks along SE 4th Street from elections ramp to SE Court Street, not including existing ADA ramp, and along SE 5th Street from existing ADA ramp at the intersection with SE Dorion Avenue north approximately 290 feet to the existing ADA ramp at the intersection with SE Court Avenue, at a width of 8 to 9 feet.

Demolition or excavation must be done during off hours or on weekends. Any work that creates excessive noise or interferes with the operation of the State Court proceedings must be done during off hours or on weekends. The County is not responsible for any extra cost due to the rescheduling of work due to noise.

New sidewalks and curb shall be installed at both locations, and in addition, asphalt will be installed for parking area along west side or as required.

Concrete sidewalks and curb shall be constructed in accordance with these specifications and the requirements of the State of Oregon and City of Pendleton.

SUBGRADE

A new sub-base may be required by the City of Pendleton Engineer if, in its opinion, the soil in the subgrade is soft or spongy in places and will swell or shrink with changes in its moisture content. If a new sub-base is required, it shall consist of granular material and shall be spread to a depth of at least three (3) inches and thoroughly compacted. While

compacting the sub-base the material shall be thoroughly wet and shall be wet when the concrete is deposited but shall not show any pools of water. If the Contractor undercuts the subgrade two (2) inches or more, the Contractor shall, at its expense, bring the subgrade to grade by using gravel fill and it shall be thoroughly compacted. Where sidewalk is placed over excavations such as tree roots or sewer laterals, four (4) one-half (1/2) inch reinforcing bars shall be placed to prevent settling or cracking of the sidewalk.

FORMS

Forms shall be of wood or metal and shall be straight and of sufficient strength to resist spring, tipping or other displacement during the process of depositing and consolidating the concrete. If of wood, forms shall be surfaced plank of at least two (2) inch nominal thickness stock except for curved sections; and if of metal they shall be of approved section and shall have a flat surface on top. The forms shall have a depth of at least equal to the depth of the sidewalk. They shall be securely staked and braced to the required line and grade. All forms shall be cleaned thoroughly and oiled before the concrete is placed against them. The transverse slope toward the curb shall be one-quarter (1/4) inch per foot.

COMPOSITION OF MIX

The certified concrete shall be proportioned to give compressive strength of 3500 pounds per square inch at the end of 28 days, and the maximum size of the coarse aggregate shall be less than 1 inch.

PLACING AND FINISHING CONCRETE

The foundation, forms and reinforcement, when required, shall be checked and approved by the City of Pendleton Engineer before the concrete is placed. The concrete shall be placed on a moist foundation, deposited to the required depth and consolidated and spaded sufficiently to bring the mortar to the surface, after which it shall be struck off and floated with a wooden float. Before the mortar has set, the surface shall be steel troweled and lightly brushed.

JOINTS

Sidewalk shall be divided in sections by means of contraction joints. Insofar as feasible, sidewalk shall be divided into sections not less than three (3) feet nor more than twelve (12) feet in any dimension. A contraction joint in sidewalk shall consist of a slot or groove, at least one (1) inch in depth and one-fourth (1/4) inch in width. One-half (1/2) inch transverse expansion joint filler shall be placed through the sidewalk at uniform intervals of not more than 96 feet. Expansion joint filler shall extend to the full depth of the concrete and the top shall be slightly below the finished surface of the sidewalk. One-half (1/2) inch expansion joint filler shall be placed between the sidewalk and back of abutting parallel curb and gutter and one (1) inch between sidewalk and buildings or other rigid structures. One-half (1/2) inch

expansion joint filler shall be placed between sidewalk approaches and the back of curb and gutter or edge of pavement. The concrete at the faces of all joints shall be thoroughly spaded and compacted to fill the voids and the surface shall be finished smooth and true to grade. The edges of the sidewalk along forms and joints shall be rounded with an edger of one-fourth (1/4) inch radius.

PROTECTION OF WORK

The Contractor shall furnish and maintain adequate barriers and lights to protect the work and the public both by day and night. They will be held responsible for any damages caused by themselves, their agents or employees neglecting to take such precautions.

ASPHALT

Shall be constructed in accordance with these specifications and the requirements of the State of Oregon and City of Pendleton.

Rough diagrams of the existing and proposed sidewalk on the west side are attached for reference.

This project is a Public Works subject to ORS 279C.800 to 279C.870.

Umatilla County may reject any bid not in compliance with all prescribed public bidding procedures and requirements and reserves the right to reject for good cause any or all bids and to accept the proposal deemed to be in the public interest. Each bid must contain a statement as to whether the proposer is a resident bidder, as defined by ORS 279A.120. No bid shall be received or considered unless the bidder is licensed with the Construction Contractors Board, or licensed by the State Landscape Contractors Board. No bid will be received or considered unless the bid contains a statement by the bidder as a part of its bid that the bidder will comply with the provisions of ORS 279C.800 - .870, including the payment of the applicable prevailing rate of wage.

2. General Information

To be considered, the proposal must be submitted by mail or courier no later than 8:30 a.m. October 18, 2017, to Dan Lonai, Room 30 , Umatilla County Courthouse, 216 S.E. Fourth Street, Pendleton, OR 97801. Proposals received by facsimile or electronically are not acceptable.

3. Schedule of Activities

RFP Issued: October 10, 2017

Proposal Submission Deadline: Must be received in room 106 of the Umatilla County Courthouse by 8:30 a.m., October 18, 2017

Public Bid Opening: October 18, 2017, 8:30 a.m.

Proposals received after the date and hour specified above, will not be accepted under any circumstances and will be returned to the proposer unopened. Proposals must be submitted by mail or in person, proposals submitted by facsimile transmission will not be accepted.

4. Incurred Cost

Umatilla County will not be responsible for any cost incurred by prospective firms in preparing or submitting their proposals.

5. Evaluation Criteria

Awarding of a proposal will be based upon a qualifications-based selection procedure. The following evaluation criteria will be used to evaluate proposals. The evaluation criteria listed are not necessarily listed in order of importance.

- a. Qualifications, competence, and specific examples of past experience.
- b. Adequacy and completeness of the proposal with regard to the information provided. Specific activities that will be accomplished, the purpose and desired effect of the activities and a time line in which all services will be delivered.
- c. Willingness to negotiate on contract terms.
- d. Ability to work with and advise the county as a team to best represent the interests of the citizens of Umatilla County and to obtain quality services and products at a reasonable price.
- e. Immediate availability upon selection.
- f. Cost.

6. Instructions to Proposers

a. General. Submit your proposal in a sealed envelope clearly marked on the envelope "Proposal for Sidewalk." Respondents must submit a complete and concise response to this RFP. Proposals must include a statement as to the period of time the proposal remains valid. All proposals received in response to this RFP will be retained by Umatilla County. Proposals should provide complete details concerning the proposers ability to meet the requirements of this RFP. Umatilla County reserves the right to waive informalities and minor irregularities in proposals, to reject any and all proposals, and to select the most responsive proposal that best meets the needs of the citizens of Umatilla County.

b. Proposals. All proposals shall be typed and comply in every manner with the requirements of this solicitation. Advertising brochures and generic specifications that are included with a proposal will not be an alternative to specific response to the RFP requirements.

c. Withdrawal of Proposals. Proposals may be withdrawn, by written or telegraphic request received from the proposer, prior to the time fixed for opening. Negligence on the part of the proposer in preparing the proposal confers no right for the withdrawal of the proposal after it has been opened. The proposal will be irrevocable until such time as Umatilla County:

1. Specifically rejects the proposal or;
2. Awards a contract and said contract is properly executed.

Proposals must be valid for at least one-hundred-twenty (120) days. The proposer agrees to furnish the services as specified to Umatilla County at the prices and with the warranties/guarantees represented for that period.

d. Modifications. Any proposer may modify their proposal by registered communication at any time prior to the scheduled closing time for receipt of proposals, provided such communication is received prior to the closing time. The communication should not reveal the proposed price but should provide the addition or subtraction or other modification so that the final price or terms will not be known until the sealed proposal is opened.

e. Acceptance or Rejection of Proposals. Umatilla County will accept the proposal which, in its estimation, will best serve the interests of Umatilla County, and reserves the right to award a contract that shall be best for the public good. Umatilla County reserves the right to accept or reject any or all proposals received as the result of this RFP, to negotiate with all qualified sources, and/or cancel all or part of this RFP at any time. Until such time as a contract is executed with the successful bidder, Umatilla County may cancel all or any part of this RFP. This RFP does not commit Umatilla County to pay any costs incurred in the preparation and submission of proposals. Without limiting the generality of the foregoing, any proposal which is late, incomplete, obscure, or irregular may be rejected; any proposal having erasures or corrections in the proposal may be rejected; any proposal accompanied with an insufficient or irregular proposal guarantee may be rejected. Any evidence of collusion between proposers may constitute a cause for rejection of any proposals so affected.

f. Interpretations. No oral interpretations shall be made to any proposer as to the meaning of any of the proposal documents. Every request for an interpretation shall be made in writing and addressed to the County Counsel. Any and all such interpretations and addenda will be sent to all prospective proposers. Failure of any proposer to receive any such addendum or interpretation shall not relieve such proposer from any obligation under its proposal as submitted. All addenda so issued shall become as much a part of this request for proposal document as if bound herein.

g. Nondiscrimination. The successful proposer agrees that in performing the work called for by this proposal and in securing and supplying materials, proposer will not discriminate against any person on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental handicap, national origin, or ancestry unless the reasonable demands of employment are such that they cannot be met by a person with a particular physical or mental handicap.

h. Failure to Submit Offer. If no offer is to be submitted, do not return the RFP. Failure of the recipient to offer, or to notify the issuing office that future solicitations are desired, will not result in removal of the name of such recipient from the mailing list for the type of services covered by this solicitation.

i. Preparation of Proposals. Proposers are expected to examine the specifications, schedule, and all instructions.

Proposers must state a definite time for delivery of all goods and performance of all services.

Time, if stated as a number of the days, will include Saturdays, Sundays and holidays.

The selected proposal shall be incorporated by reference, with modification as agreed to by Umatilla County, into the final contract and shall be binding upon the successful bidder.

Proposers further agree to the following:

1. To examine all specifications and conditions thoroughly.
2. To comply with all Federal, State, and County laws, ordinances and rules.
3. To the extent allowed by law, to accept any claims, liens, and demands, and to indemnify and hold harmless Umatilla County.

j. Taxes. Taxes, whether State or Federal, shall not be included in proposal prices. Umatilla County is generally exempted from federal taxes, specifically, but not limited to excise and transportation taxes.

k. Employees not to Benefit. No employee or elected official of Umatilla County shall be admitted to any share or part of these proposals or to any benefit that may arise therefrom; but this provision shall not be construed to extend to proposals made by a corporation for its general benefit.

7. Evaluation of Proposals

An evaluation team will judge the merit of proposals received in accordance with the general criteria specified in this RFP. This evaluation team will make a recommendation to the Board of Commissioners, who will then make the final decision.

8. Protests

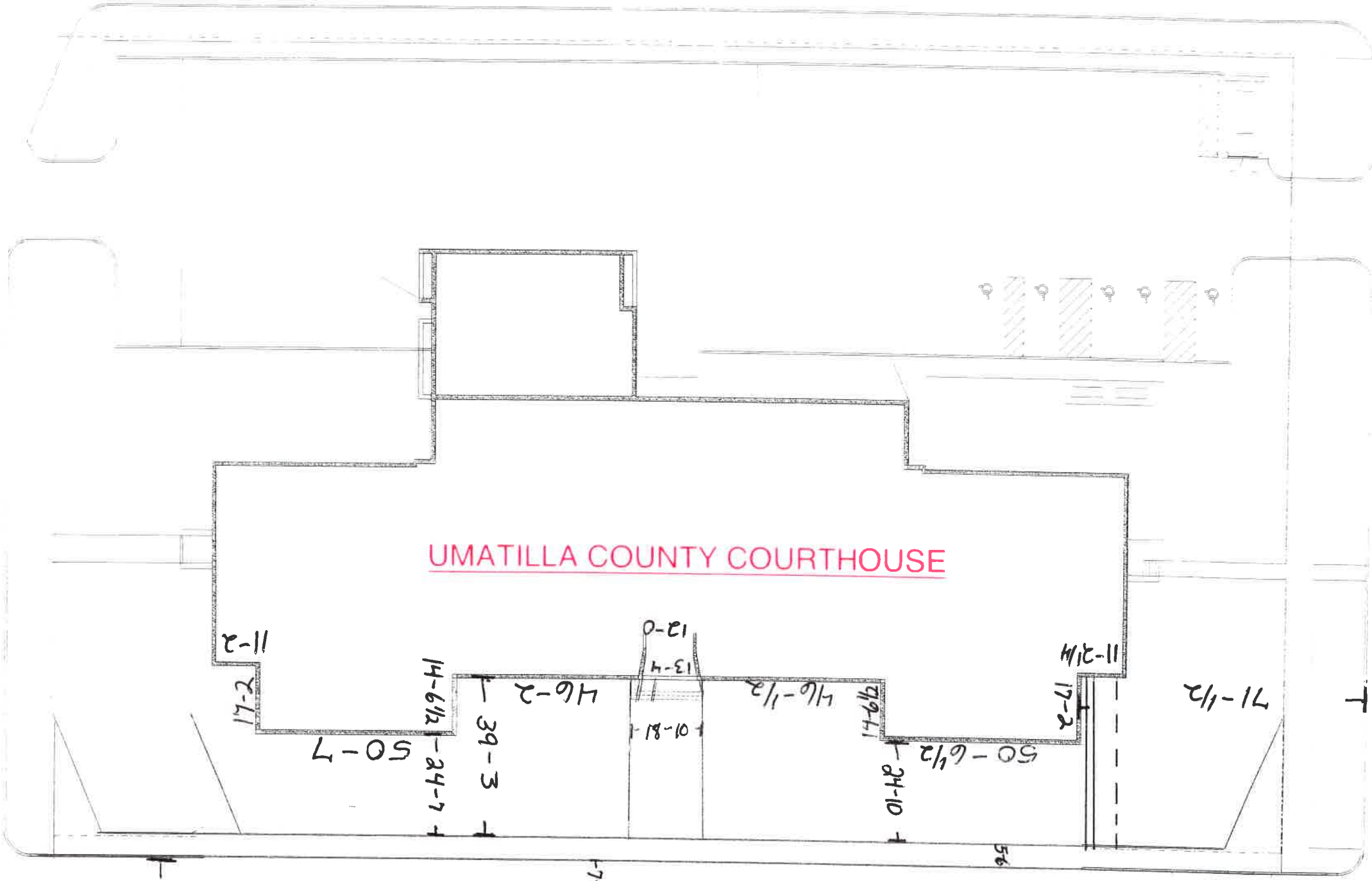
Any protests under this request for proposals shall follow the protest procedures set forth in OAR Division 137-47.

9. Oregon Public Contracts

All contracts with Umatilla County are governed by Oregon public contract and purchasing law as specified in Oregon Revised Statutes Chapter 279B for Related Services.

Existing

Drawings Not to Scale



UMATILLA COUNTY COURTHOUSE

11-2
17-2
14-6 1/2
24-7
39-3
46-2
13-4
12-0
18-10
46-1 1/2
79-1 1/2
24-10
50-6 1/2
17-2
41-11
17-2
71-1 1/2

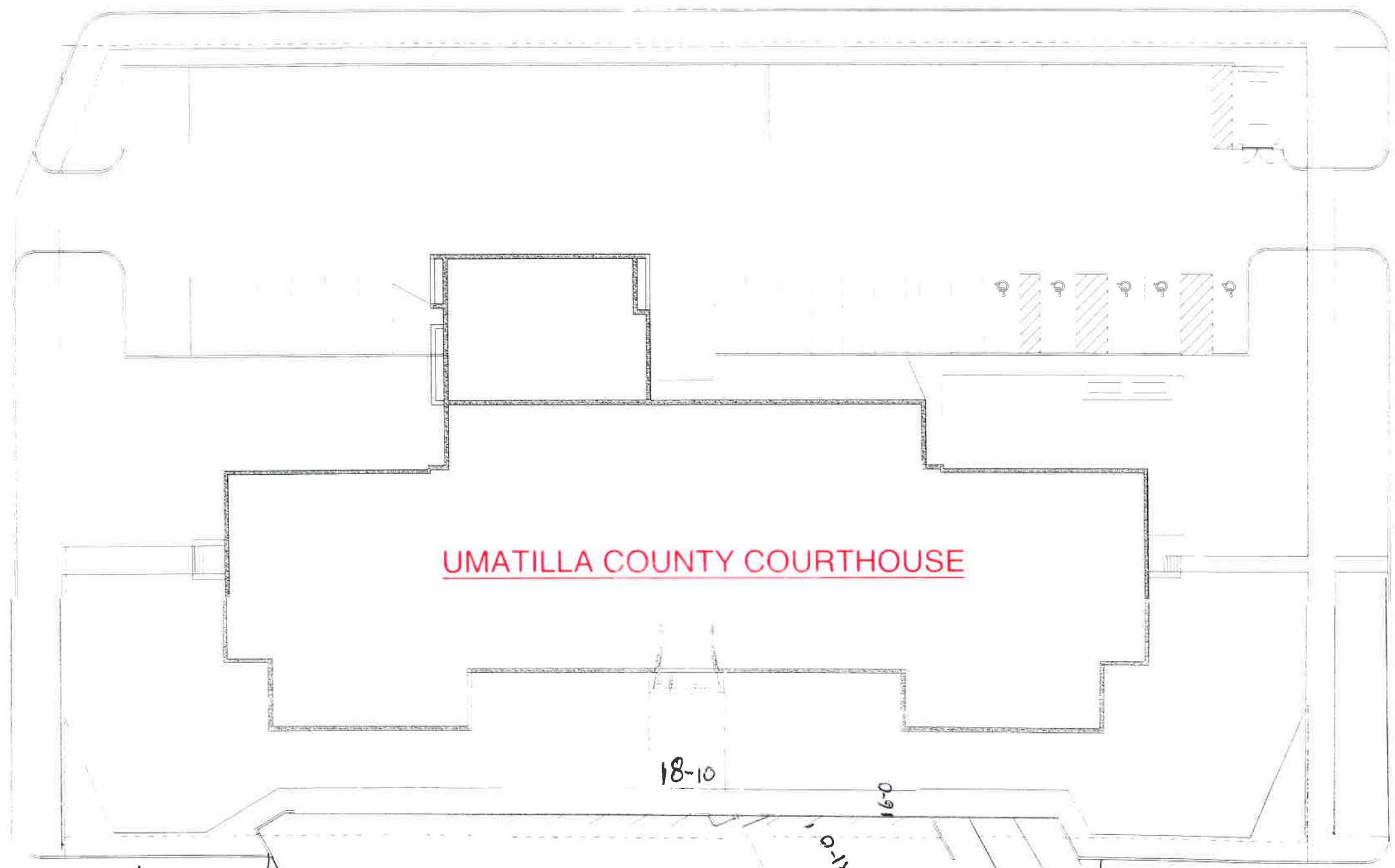
Curb

1
A1.1

Site Plan

SCALE: 1" = 30'

Proposed



UMATILLA COUNTY COURTHOUSE

18-10

16-0

0-12

19-01

26-1

80'-0

ext

ext

180-0

SE FOURTH STREET

T T T T T T T T T T T T T T T

ext

Curb

1
Site Plan
not to scale