



**City of SeaTac
Parks and Recreation Department**

INVITATION TO BID

Tree Removal at North SeaTac Radio Controlled Car Track

The City of SeaTac, Parks and Recreation Department seeks to hire a contractor to remove all trees and root balls as specified in the attached plans at the North SeaTac Radio Controlled Car Track as part of the landscape improvements.

ALL COMMUNICATIONS WITH THE CITY concerning this "**Invitation to Bid**" must be directed to Roger A. Chouinard, Parks Operations Supervisor at 206.973.4781.

Proposals in response to this "**Invitation to Bid**" will be accepted until **5:00 p.m., Tuesday July 19, 2011**. Proposals received after the mentioned time and date will not be accepted.

The Parks & Recreation Department reserves the right to reject any part of or all bids, to waive any informalities in bids and to accept any item in a bid. The City will not necessarily be bound to accept the low bid.

All proposals shall be mailed, hand delivered or faxed to:

Attn: Roger A. Chouinard
City of SeaTac
4800 S. 188th St.
SeaTac, WA 98188

Fax: 206.973.4809

**City of SeaTac
Parks and Recreation Department**

**Contract Specifications
Tree Removal at the North SeaTac Radio Controlled Car Track**

Content

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General Requirements and Specifications

1. Intent

The intent of these specifications is to describe and cover all labor, materials, and equipment to complete removal of the selected trees and root balls at the North SeaTac Radio Controlled Car Track. The contract intent is to removal all trees in the track areas shown on the plan. It is possible that the plan missed some trees, although the trees were identified carefully. The contractor should walk the site to check for any missing trees before they submit a bid. The tracks will need to have all living roots (root balls) removed so tracks can be smooth when completed.

2. Work Included

The work included in this contract includes, but may not be limited to cutting down, and root ball removal of all related tree debris. Wood rounds can be placed next to S. 136th St. for free wood for the public. The Contractor will furnish all labor, tools, specialized equipment, materials, and supervision to perform these services. Contractor will take possession of all trees/wood of value which is anticipated to offset the cost of removal. The City will provide and install the erosion control silt fence. It is the responsibility of the Contractor to maintain this fence once it is installed. Contractor is to fill in holes created from the removal of the root balls from existing on site soil. City will complete final grading and seeding.

Base Bid – Includes cutting trees and removal of tree trunk including root ball. Sections of trees with root balls will either be stacked on trucks (King County) or stacked next to the RC track. The contractor can also keep and remove the section of trees with root balls and any of the wood as desired. It is intended to perform the work at the lowest cost to the City. The City could provide location for disposal of chips and other tree debris.

3. Term of Contract

Work is to be completed prior to August 26, 2011. Contractor will perform work only between the hours of 7AM and 4 PM on weekdays.

4. Safety

Contractor shall take all necessary precautions for the safety of employees and public on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes.

Employees of the contractor will be responsible to limit or temporarily suspend their maintenance activities when the public is near by to the area of work.

5. Insurance Requirements

Contractor shall secure Public Liability and Property Damage Insurance Coverage in a minimum amount of \$1,000,000 combined single limit from an insurance company authorized to do business in the State of Washington.

The Contractor agrees to repair and replace all property of the City and all property of others damaged by the bidder, its employees or its subcontractors. The Contractor shall provide documentation of said insurance coverage.

6. Wages

The prevailing rate of wage will be paid to all workmen, laborers or mechanics employed in the performance or any part of this Agreement shall be in accordance with the provisions of Chapter 39.12 RCW, as amended, and the rules and regulations of the Department of Labor and Industries.

On or before the date of commencement of the work, the Contractor shall file a statement with the City and with the Director of Labor and Industries certifying the rate of hourly wage paid and to be paid each classification of laborers, workmen or mechanics employed upon the work by the Contractor or any Subcontractor, which shall not be less than the prevailing rate of wage. Such statement and any subsequent statement shall be filed in accordance with the practices and procedures required by the Department of Labor and Industries.

7. Nondiscrimination

Contractor will comply with all local, state and federal laws and regulations pertaining to equal employment opportunities.

8. Business License

Contractor will be required to obtain a valid City of SeaTac business license.

9. Performance Bond

RCW 39.08.010 states that on contracts of thirty-five thousand dollars or less (Chapter 210, 2007 Laws) – at the option of the contractor – the agency may, in lieu of a performance and payment bond, retain fifty percent of the contract amount for a period of thirty days after date of final acceptance, or until receipt of all necessary releases from DOR and L&I and settlement of any liens filed under chapter 60.28 RCW, whichever is later.

10. Areas of Work

North SeaTac Radio Controlled Car Track is located at 20th Ave. S. and S. 136th St., SeaTac, WA 98168. See attached plan which shows to the best of our ability the trees and root balls to be removed.

Preparation and Content of the Bid

1. Proposal Form

Proposals shall be made on the Proposal Form issued by the City as part of these Contract Documents, without reservation or amendment.

2. Proposal Signature

All information requested on the "Proposal Form" shall be provided. If an individual makes the proposal, the name, signature, and address must be shown. If the proposal is made by a partnership, the name and address of the partnership and the signature of at least one of the general partners must be shown. If a corporation makes the proposal, the proposal shall show the title of the person authorized to sign on behalf of the corporation and the address. The City reserves the right to request documentation showing the authority of the individual signing the proposal to execute the contracts on behalf of anyone, or any corporations, other than himself/herself. Refusal to provide such information upon request may cause the proposal to be rejected as non-responsive.

3. Modification of Proposal

A modification of a proposal already received will be considered only if the modification is received prior to the deadline for bid acceptance. All modifications shall be made in writing, executed and submitted in the same form and manner as the original bid.

4. Examination of Proposal and Contract Documents

The submission of a proposal shall constitute an acknowledgement on which the City may rely that the bidder has thoroughly examined and is familiar with the proposal and Contract Documents.

5. Proposal Submittal

Bid proposals shall be accepted until 5:00 PM, Tuesday, July 19, 2011. All proposals shall be mailed, hand delivered or faxed to:

Attention: Roger A. Chouinard
City of SeaTac
4800 S. 188th St.
SeaTac, WA 98188

Fax: 206.973.4809

PROPOSAL
for
Tree Removal at North SeaTac Radio Controlled Car Track

Proposals will be accepted until 5 p.m. on Tuesday, July 19, 2011, mail, hand deliver or fax to: Attn: Roger A. Chouinard, SeaTac City Hall, 4800 S. 188th St., SeaTac, WA 98188. Fax: 206.973.4809

Pursuant to and in compliance with your invitation for bids for the **Tree Removals at North SeaTac Radio Controlled Car Track**. Instructions to Bidders and other documents relating thereto, the undersigned has carefully examined the specifications and hereby proposes to furnish all labor and materials and to perform all work as required, in strict accordance with the contract documents and specifications, for the amount shown.

BASE BID TOTAL (Complete removal of trees including root ball. Trees of no value will be stacked on site or placed on a King County truck.)

_____ Dollars (\$ _____)
(Written Bid Proposal) *(Numeric)*
(Does not include WA State Sales Tax)

Signature of authorized official: _____

Official's Name (printed or typed): _____

Date: _____ Title: _____

Contact Information

Bidder/Company Name: _____

Address: _____

City/State/Zip: _____

Telephone: (_____) _____

Fax: (_____) _____