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**Attachment - Instructions to Bidders**

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**PROPOSAL FOR LUMP SUM BID**

Project: Deschutes County Road Department Administration Building Replacement of HVAC units.  
Date: 1/11/24

Bid of Alliant Systems, a Corporation organized and existing under the laws of the State of Oregon or a Partnership existing under the laws of the State of Oregon, or an Individual doing business as Alliant Systems, hereinafter called the Bidder.

To: Brent Harding, Project Coordinator  
Deschutes County (hereinafter called "OWNER")  
PO Box 6005 (physical site address is 14 NW Kearney)  
Bend, OR 97708

1. The undersigned acknowledges having visited the site and familiarized himself/herself with the local conditions affecting the cost of the work. The undersigned further acknowledges that he/she has received and has familiarized himself/herself with the following:

**Bidding and Contract Documents:**

**Bidder Initials and Date:**

1 through 1  
Addenda(s)  
Request for Proposals  
Attachments to Request for Proposals  
Deschutes County Contract  
Deschutes County's General Conditions of the Contract for Construction

rjn 12/29/23

2. In submitting this bid, the undersigned agrees:
- A. To furnish all material, labor, tools, expendable equipment, and all utility and transportation services necessary to perform and complete, in a workmanlike manner, all the work required for the above-described project in accordance with the contract documents for the consideration hereinafter set forth.
  - B. To hold this bid open for Sixty (60) calendar days after the receipt of bids and to accept the provisions of the Instructions to Bidders and Special Instructions to Bidders regarding disposition of bid security.
  - C. To execute and deliver a contract in the prescribed form if awarded on the basis of this bid, and to furnish a performance and payment security acceptable to the OWNER in accordance with the General Conditions, Instructions to Bidders, and Special Instructions to Bidders within ten (10) days after the contract is presented to owner for signature.
  - D. To commence work at the time stipulated in a notice to proceed and to complete the work within 25 calendar days after the receipt of the notice to proceed.
3. **BASE BID:** The undersigned hereby proposes and agrees to perform the foregoing and to complete the work required for constructing the above-described project:

**Deschutes County Road Department Administration Building Replacement of HVAC  
Project Base Bid:**

Three hundred four thousand two hundred twenty seven dollars & 00/100th  
Dollars (\$ 304,227.00 ).

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.)

4. ALTERNATES:

Alternate A: Duel fuel system

B: Like in kind replacement units for Conference room and lobby zones

**\*\*No information provided on duel fuel or ERV pricing excluded\*\***

5. The undersigned (is) or is not a resident bidder (circle one). State of Residency OR.

6. If meeting minimum contract amount requirements, the undersigned agrees to be bound by BOLI wage requirements and ORS 279C.840 and ORS 279C.836.

7. The undersigned certifies that Bidder has not discriminated against minority, women, or emerging small business enterprises in obtaining any required subcontracts.

In submitting this bid, it is understood that the right to reject any and all bids and to waive irregularities in the bidding has been reserved by Deschutes County.

Dated this 11th day of January, 20 24.

Ross Notebaart  
Name of Bidder

63004 NE 18th St. Bend, OR 97701  
Address of Bidder

  
Authorized Officer Signature

Account Executive ccb#153420  
Title & Contractors License number

**Notes Regarding the drawings and bid documents:**

1. Permits assumed to be by owner.
2. No flue piping penetration detail or location shown or an approved concentric kit.
3. TAB to balance units within 10% at furnace only. Unclear if GRD's are required.
4. Assumes pre-insulated linesets, not hard drawn copper pipe.
5. Smoke detectors not shown.
6. GRD quantity not shown. Duct cleaning assumes 4 supplies and 2 returns per unit for 7 new units.
7. Lineset detail from outdoor unit to indoor not shown or specified.
8. Firesafing and caulking not shown.
9. Original ITB allows for email submission. Bid Bond cost as noted in Addendum 1 is included in the price and can be delivered at a later date.



Please submit this page with proposal.

**Deschutes County  
Facilities Department**  
Lee W. Randall, Director

REQUEST FOR PROPOSAL REQUIREMENTS  
Project: Deschutes County Road Dept HVAC

This is a Bureau of Oregon Labor and Industries (BOLI) prevailing wage project, using 2023 Prevailing Wage Rates and amendments. Workers will be paid the applicable prevailing wage rates. The following items 1-8 will apply to the accepted Contractor. (ORS 279C.830 (1) (c); OAR 839-025-0020 (3) (a).

1. Publications:

- October 5, 2023 Prevailing Wage Rates: <http://www.oregon.gov/boli>
- October 5, 2023 Apprentice Wage Rates: <http://www.oregon.gov/boli>
- Amendments as applicable.
- **BOLI Website:** <http://www.oregon.gov/boli>

2. If Contractor or subcontractor fails to pay for labor or services, Deschutes County can pay and withhold these amounts from payments due the contractor (Ref. ORS 279C.515).

3. Daily, weekly, weekend and holiday overtime will be paid as required in ORS 279C.540. (Ref. ORS 279C.520).

4. Employer must give a written schedule to employees showing the number of hours per day and days per week the employee may be required to work (ref. ORS 279C.520).

5. The employer must promptly pay for any medical services they have agreed to pay (Ref. ORS 279C.530; ORS 279C.830; OAR 839-025-0020(2)).

6. Every contract awarded by Deschutes County requires the Contractor to file a public works bond with Construction Contractors Board (CCB) prior to starting work on the project, unless exempt. Contractor to require in every subcontract that the subcontractor file a public works bond with CCB prior to starting work on the project, unless exempt.

7. The Contractor and any subcontractors must submit insurance requirements as required by Deschutes County, if proposal is accepted. Contact Jeannette.Schreckenghaust@deschutescounty.gov for specific language and special endorsement guidelines. Insurance documents to be submitted ONLY if Contractor’s proposal is accepted.

8. WH-38 BOLI certified payroll reports should be submitted by the 5<sup>th</sup> business day of the following month to Deschutes County. The reports should be numbered or a statement of no work supplied. All forms, including insurance, should be submitted electronically to Jeannette.Schreckenghaust@deschutescounty.gov or mailed to:

Deschutes County  
Facilities Department  
P.O. Box 6005  
Bend, Oregon 97708

Questions regarding certified payroll reports or insurance submittals should be directed to:  
Jeannette Schreckenghaust [Jeannette.Schreckenghaust@deschutescounty.gov](mailto:Jeannette.Schreckenghaust@deschutescounty.gov) 541-330-4685

Contractor Name (please print) Alliant Systems

Contractor’s Signature  Date 1 / 3 / 24