

PROJECT 21059

REGIONAL FUEL FACILITY UPGRADE PHASE 2

Notice to plan centers and potential bidders.

Enclosed is a copy of an abridged bid package and does not contain all the required documents to submit a formal bid for this project. This is a lump sum bid therefore no bid item list is included.

If you do want to bid on these projects you will need to purchase a complete set of documents from the City of Springfield Public Works, Engineering & Transportation Division NW Quad, Springfield, Oregon.

For information please call the Engineering & Transportation Secretary, Jolie Smith at 541-726-3687

September 7, 2011



**City of Springfield
Engineering and Transportation Division**

**SPECIFICATIONS
for
PROJECT NO. P21059
Regional Fuel Facility Upgrade – Phase 2**

MANDATORY PRE-BID MEETING

**Date: September 12, 2011
Time: 9:00 a.m.
Location: Regional Fuel Facility
3585 Marcola Road
Springfield, OR 97478**

BID OPENING

**Date: September 20, 2011
Time: 2:00 p.m.
Location: City of Springfield
City Hall
Meeting Room 3
225 Fifth Street
Springfield, OR 97477**

\$

The above is the total bid as entered herein

Bidder's Signature

Company Name

This Project is funded in full or in part by:

- State Funds
 Neither State nor Federal Funds

The City of Springfield encourages contractors, sub-contractors and vendors who are minority, women-owned and emerging small businesses to participate in City projects.

CITY OF SPRINGFIELD, OREGON
Invitation to Bidders
#622

Public Works Improvement Project

Sealed bids will be received at the office of the Finance Director, Robert Duey (Attn: Jayne McMahan) at the City of Springfield Finance Department, 225 Fifth Street, Springfield, OR 97477, until 2:00 p.m. Local Time, the 20th day of September, 2011 and opened at 2:00 p.m. the same day, for the construction of the following public works improvement project in the City of Springfield:

Project No. P21059 Title: Regional Fuel Facility Upgrade- Phase 2

Description: This project consists of the replacement of the existing card reader system with a new system that uses magnetic stripe cards and is compatible with the City's existing fueling system and Phoenix Plus Software, the installation of new island terminals and a tank monitoring and leak detection system to monitor the product level, the presence of water and/or leaks in the tanks and a transition sump. All system upgrades will require supplier provided phone tech support.

Bid documents are available from the Department of Public Works, City of Springfield, 225 Fifth Street, Springfield, OR 97477, for a non-refundable fee of \$25.00. A copy of the Bid document is available for viewing at this location. (Bid documents on file at plan centers are incomplete and cannot be used to submit bids.) The 1994 edition, as most recently amended, of the City's Standard Construction Specifications, with subsequent revisions, are available for a fee of \$40.00 or can be viewed on-line at www.springfield-or.gov/Pubworks/specs/specs.htm.

A **mandatory** pre-bid meeting will be held on September 12, 2011 at 9 a.m. in the Regional Fuel Facility.

No Bid will be received or considered by the City unless the Bidder has a current, valid certificate of registration issued by the Construction Contractor's Board as defined in ORS 701.005 and/or a valid landscape contractors license as defined in ORS 671.520 by the State Landscape Contractor's Board, as applicable, at the time the Bid is made and unless the bid contains a statement by the bidder as part of his/her bid that the provisions required by ORS 279C.838 through ORS 279C.870 shall be included in his/her contract. In accordance with ORS 279C.365, the City of Springfield will require that each bid must contain a statement as to whether the bidder is a resident bidder, as defined in ORS 279A.120.

The City of Springfield encourages contractors, sub-contractors and vendors who are minority, woman-owned and emerging small businesses to participate in City projects.

The City of Springfield may reject any or all bids not in compliance with all prescribed public bidding procedures and requirements, including the requirement to demonstrate the bidder's responsibility under ORS 279C.375, or waive minor irregularities not affecting substantial rights and may reject for good cause any or all bids upon a finding of the City of Springfield it is in the public interest to do so and accept such bids that in the opinion of the Springfield City Council are in the best interest of the City.

Bids will be accepted and awarded in accordance with the City of Springfield's document on general conditions and standard specifications for public works construction.

Note: If applicable to this project, the First-Tier Subcontractor Form must be completed in full and submitted by the specified deadline or the bid will be rejected.



AIC For
Bob Duey

ROBERT J. DUEY
Finance Director
City of Springfield, OR

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TABLE OF CONTENTS

State and Local Funding

1. Complete Bid Submittal Notification
2. Invitation to Bidders
3. Instruction to Bidders
4. Unit Price Bid Proposal
5. Bid Bond Sample
6. Certificate of Bid Guarantee
7. Bidders Contact Information
8. Certificate of Compliance with Nondiscrimination and Employee Drug Testing Program
9. Minority, Women and Emerging Small Business/Disadvantaged Business Enterprise Form
10. Financial Responsibility Form
11. Certificate of Compliance with Prevailing Wage Laws
12. First-Tier Subcontractor Disclosure Form
13. Contract Form
14. Performance Bond Form Sample
15. Payment Bond Form Sample
16. Statutory Public Works Bond Sample
17. List of Contractors Ineligible to Receive Public Works Contracts
18. Scope of Work
19. Addenda, if any

CITY OF SPRINGFIELD, OREGON UNIT PRICE BID PROPOSAL

Honorable Mayor and City Council
City Hall
Springfield, Oregon 97477

Dear Mayor and Council Members:

The undersigned having examined the Specifications and Contractual Documents and having satisfied themselves as to all conditions to be encountered, hereby proposes to furnish all labor, material and equipment and perform all work necessary to complete Project No P21059 in accordance with this Proposal, the Contract Plans, City of Springfield Standard Construction Specifications, 1994 Edition, and all subsequent modifications, the Special Provisions, and all other Contractual Documents.

In accordance with Subsection 108.07 of the Standard Construction Specifications, the contractor also agrees that liquidated damages in the amount of \$500.00 per day is a reasonably accurate forecast of the probable damages for delay that would be sustained by the City in the event of a delay in completion of the contract.

The contractor also agrees to liquidated damages in the amount of \$500.00 per incident for failure to report sewage spills plus an amount sufficient to reimburse the City for any civil and administrative penalties paid by the City as a result of the contractor's failure to report. Failure to report sewage spills may subject the City to (1) civil penalties of up to \$32,500.00 per day of violation pursuant to Section 309(d) of the Clean Water Act, 33 U.S.C. § 1319(d); (2) administrative penalties of up to \$11,000.00 per day for each violation, pursuant to Section 309(g) of the Clean Water Act, 33 U.S.C. § 1319(g); or (3) civil action in federal court for injunctive relief pursuant to Section 309(b) of the Clean Water Act, 33 U.S.C. § 1319(b).

Time of Completion

The contractor shall not begin work under this proposal until written Notice to Proceed has been received. The contractor shall complete the work under this proposal within 60 consecutive working days from the date of actual commencement of work or the date occurring ten days after the date of the Notice to Proceed, whichever occurs first, or such other starting date as is fixed by the Notice to Proceed.

The contractor shall apply for any extensions of time as specified in Subsection 108.06 of the Standard Construction Specifications.

Project P21059 Regional Fuel Facility Upgrade - Phase 2

Scope of Work and System Requirements

Project Background

The City of Springfield, along with its partners, Springfield School District #19, Willamalane Park and Recreation District and Rainbow Water District own and operate the Regional Fuel Facility (RFF) located at 3585 Marcola Rd, Springfield Oregon.

The RFF built in 1989 consists of three above ground fuel tanks and two fuel islands with their own fuel terminals, eight dispensers and twelve hoses. We currently use Petro Vend K2500 fueling system and Phoenix Plus Software that uses optic reader cards. Over the past year, we have up-graded part of our system by installing leak containment pans under each dispenser and a new poly transition sump.

Phase 1 work was completed in 2010 which consisted of installing leak containment pans with auto-shutoff valves, replacing all shear valves, checking for leaks and soil testing if leaks were detected, replacing dispenser hoses as needed with new hoses with breakaway couplers, replacing the transition sump to eliminate ground water intrusion, and installing spill containment device.

Phase 2 of the up-grade will consist of replacing the existing card reader system with a new OPW K800 or approved equal system that uses magnetic stripe cards and is compatible with our existing fueling system and Phoenix Plus Software; installing new island terminals; and a fuel tank monitoring and leak detection system to monitor the product level, the presence of water and/or leaks in the three tanks and transition sump. All systems upgrades will have supplier provided phone tech support.

I. Phase 2 Requirements:

It shall be the intent of these requirements to cover the furnishing and delivery of two fuel card readers, two island terminals and a fuel tank monitoring and leak detection system.

A. Fuel Card Reader Requirements:

1. Control 1 – 4 hoses per fuel island terminal simultaneously
2. New card readers to be installed in existing card reader areas. New card readers to be weather proof and to withstand direct exposure to the elements.
3. New card reader terminal (one on each pump island) to have the ability to control all pumps regardless of which island they reside.
4. Enable magnetic – stripe cards.
5. User selected PIN entry with auto lockout.
6. Transaction printer.
7. Adjustable pump time-outs.
8. Store up to 2000 transactions in non-volatile RAM.
9. Compatible with current Phoenix Plus software.
10. Necessary equipment to be able to remotely print reports via modem.
11. Controller to be installed where existing controller resides.

B. Island Terminals:

1. Display to guide users through the fueling process with text.
2. Key pad Display guide will be lit for ease of operation at night.
3. Supply 1500 new mag-stripe inactivated cards capable of holding up to a 10-digit card number that is compatible to current system.
4. Card programmer.
5. Mag-stripe cards and card programmer to be provided to City of Springfield with enough time prior to implementation of new system for generation and distribution of new cards to all agencies.

C. Fuel Tank Monitoring and Leak Detection System:

1. Provide real-time, accurate inventory and deliver information for each of the three tanks monitored.
2. Monitor the product level.
3. Detect presence of water in the tanks.
4. Detect leaks into the interstitial space and transition sump.
5. System will be temperature compensated and equipped with visual and audible alarms.
6. System will include all necessary hardware, software and two sets of manuals.
7. Provide all training associated with new equipment at no extra cost.
8. Install mechanical leak detectors on submersible pumps.
9. Install overfill alarm set at 90% capacity.
10. Install overfill shutoff valves on fills at 95% capacity.
11. Phone tech support available 24 x 7.

II. Phase 2 General Requirements:

- A. All equipment shall meet all applicable DEQ, City, State and Federal building and fire codes associated with Fuel Dispensing Stations.
- B. All work performed by contractor or sub-contractor(s) will meet all OSHA safety standards. It will be the responsibility of the general contractor to enforce OSHA safety standards to their sub-contractor(s).
- C. Proper disposal of old card readers shall be in accordance with all federal, state and local regulations for waste disposal.
- D. Provide manufacturer's testing recommendations and requirements prior to installation.
- E. Work will be performed on one island at a time to minimize the amount of down time.
- F. Advance notice to download current system transactions prior to switch from current system to new system.
- G. Flash drive backup capability.
- H. May require after hours or weekend work.
- I. Timeline provided and notification will be given to the City in advance, when the entire system will be shut down and for what amount of time.
- J. Provide testing on new system that demonstrates system is fully functional and information downloads correctly prior to final pay.

- K. Provide testing protocols for the fuel card reader, island terminals and tank monitoring and leak detection system proposed to be installed by the bidder with the bid submittal.
- L. In the event bidder desires City to consider an alternative fuel card reader as an approved "Brand Name or Equal" to the OPW K800 fuel card reader, bidder shall submit with their bid sufficient manufacturer's documentation and technical specifications for City to compare the physical and operating capabilities and characteristics of the alternative fuel card reader with the OPW K800 fuel card reader.
- M. Payment will be Lump Sum with a 5% retainage held until project complete. Project complete requires contract and project scope requirements are met and one month fuel transactions are downloaded and billing process completed. A mid-progress payment may be applicable if there is an uncontrollable delay in the project. Retainage and any interest earned will be made immediately after success of the first month's transaction download and billing process is complete.
- N. Warranty for workmanship and materials will be for twelve months from the date of approval and acceptance by Springfield City Council.
- O. Bids will include all costs associated with bidder preparing and obtaining the necessary permits.
- P. Permits will be obtained by bidder.
- Q. Successful bidder shall provide all materials, supplies, equipment and appurtenances necessary to install and test the fuel card reader, island terminals and tank monitoring and leak detection system, with the cost for said materials, supplies, equipment and appurtenances being incidental to and included in the bid.
- R. Bids will be good for 60 days.

Note: "Brand Names or Equal Specification" means a specification that uses one or more manufacturers' names, makes, catalog numbers or similar identifying characteristics to describe the standard of quality, performance, functionality or other characteristics needed to meet the contracting agency's requirements. Such specification authorizes bidders or proposers to offer goods or services that are equivalent or superior to those brands named or described in the specifications.