



Solicitation No.S2379

# City of Springfield

## Request for Competitive Price Quote

The City of Springfield is requesting Competitive Price Quotes for the project referenced below.

**Project Number: P21121**

**Project Title: Regional Fuel Facility Upgrade**

**Description: This project consists of installation of a new sanitary sewer lateral, stormwater catch basin with shutoff valve, concrete work, surface restoration and paving.**

Request for Competitive Price Quote documents are available for review and downloading at: <http://www.springfield-or.gov/dpw/CompetitiveQuotes.htm>. The complete Request for Competitive Price Quote consists of the following documents:

1. This Request for Competitive Price Quote Page
2. Instruction to Prospective Contractors
3. Quote Submittal
4. Financial Responsibility Form
5. Minority, Women and Emerging Small Business/Disadvantaged Business Enterprise Form (MWESB)
6. Special Provisions
7. Construction Plans and Drawings
8. Contract Document (Sample)
9. Addenda (if issued)

**The City has estimated that the likely cost to complete this project will be under \$50,000 therefore, this project is NOT subject to the Prevailing Wage Rate requirements as specified in ORS 279C.800 through 279C.870.**

A pre-quote informational meeting will NOT be held for this project.

All questions should be addressed to Terri White Management Support Specialist, via e-mail at [twhite@springfield-or.gov](mailto:twhite@springfield-or.gov). Contact with any other City officials may be grounds for disqualification of quote. **The deadline for submission of questions regarding this Request for Competitive Price Quote is August 14, 2019 at noon.**

Any bidder requiring special assistance or auxiliary aids during the bidding and award process, should contact Terri White at 541- 726-3628 or [twhite@springfield-or.gov](mailto:twhite@springfield-or.gov) at least two (2) business days prior to the scheduled program, activity or meeting for hearing assistance or a sign language interpreter and at least five (5) business days prior to the event for all other meeting accommodations. Assistive listening systems are available for the hearing impaired in the Municipal Courtrooms and City Council Chambers. TTY users dial Oregon Relay Services at 711. Requests for documents in alternate formats should be submitted at least ten (10) calendar days prior to the date the materials are needed to allow time for the City to respond to the request. At the discretion of the City, submission deadlines may be extended to accommodate a request for alternate formats.

Competitive Price Quotes should be clearly labeled as *P21121 – Regional Fuel Facility Upgrade Request for Competitive Price Quote* and submitted to Terri White, City of Springfield, Development and Public Works Department at 225 Fifth Street, Springfield, OR, 97477. **Quotes will be accepted until, but no later than noon on August 20, 2019.**

Quotes may be submitted via the following methods:

- ✓ In person: To the person and address shown above.
- ✓ E-mail: [twhite@springfield-or.gov](mailto:twhite@springfield-or.gov) (It is recommended that you confirm receipt of the email prior to the deadline.)
- ✓ United States Postal Service: To the person and address shown above.
- ✓ Other Delivery/Carrier Service, e.g.; Federal Express, United Parcel Service: To the person and address shown above.

For your quote to be considered responsive by the City of Springfield the following documents must be included with your submission. A complete submittal package will consist of the following documents:

- ✓ Quote Submittal
- ✓ Financial Responsibility Form
- ✓ Minority, Women and Emerging Small Business/Disadvantaged Business Enterprise Form (MWESB)

More detailed information regarding the submittal requirements can be found in Section 5 of the Instruction to Prospective Contractors.

The Contract will be awarded to the Prospective Contractor whose quote, in the opinion of the City, will best serve the City's interests. Consideration will be given to price as well as other applicable factors such as, but not limited to, experience, specific expertise, availability, project understanding, contractor capacity and responsibility as specified in ORS 279C.414(2).

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 will require that each quote contain a statement as to whether the Prospective Contractor is a resident bidder, as defined in ORS 279A.120.

No quote will be considered by the City unless the Prospective Contractor has a current, valid certificate of licensure issued by the Construction Contractor's Board as defined in ORS 701 and if performing work described in ORS 671.520, a current, valid certificate of licensure from the State Landscape Contractor's Board, as applicable, in place at the time the quote is submitted. Contracts will not be awarded to any contractor whose name appears on the BOLI *Ineligible Contractor's List* or the Construction Contractor's Board *Not Qualified to Hold Public Contracts* list.

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