

**SECTION 00100 – REQUEST FOR PROPOSALS
FOR DESIGN/BUILD PROJECT**

Sealed proposals marked “City of Oakridge Public Works Shop Building – PROPOSAL ENCLOSED” will be received by Kevin Urban, Community Development Director, or the City’s designated representative. Mail proposals to: City of Oakridge, P.O. Box 1410, Oakridge, Oregon 97463; or hand deliver to: City of Oakridge, 48318 First Street, Oakridge, Oregon 97463. Proposals will be received until 1:00 p.m. on Thursday, March 13, 2008, at which time the proposals will be publicly opened and read. All proposers must submit a list of their first-tier subcontractors, as required by ORS 279C.370, in a separate envelope no later than 3:00 p.m. that same day. Any and all proposals received after the 1:00 p.m. deadline for submission of proposals, or for which the list of first-tier subcontractors has not been submitted by the 3:00 p.m. deadline for disclosure of first-tier subcontractors, shall be declared “non-responsive” and shall not be considered for award. A contract will be awarded or proposals rejected within thirty (30) days after the opening.

Pre-proposal submittals are required. Prequalification must be received by Owner’s Consultant at least seven days prior to the proposal date. Qualified Proposers will be notified by addendum five days prior to the bid date. Faxed pre-proposal submittals will not be acceptable.

The proposed work consists of design and construction of a two-story, multi-bay metal building and all necessary site work to a distance of 25 ft from the building’s eave line.

A mandatory pre-proposal conference will be held on Thursday, March 6, 2008, at 1:00 p.m. to review the site and answer questions. Transportation will not be provided. The conference will be held at the City of Oakridge, 48318 First Street, Oakridge, Oregon 97463.

Work under this contract will be financed with municipal funds. This contract is for a public works project subject to ORS 279C.800.

A complete set of the Proposal Documents may be examined in the office of the City of Oakridge, City Hall, 48318 First Street, Oakridge, Oregon 97463, or at the office of the Owner’s Consultant:

PACE Engineers, Inc.
1300 John Adams Street
Oregon City, Oregon 97045
Phone: (503) 655-1342
Fax:(503) 655-1360

A copy of said documents may be obtained from PACE Engineer's office at the above address upon request. A nonrefundable fee of \$50 per copy will be charged. An electronic copy on a compact disk (CD) of said documents may be obtained from PACE Engineer’s office at the above address upon request. A nonrefundable fee of \$10 per CD will be charged.

Documents will be mailed through the U.S. Postal Service - Priority Mail. Requests for documents to be mailed Overnight Express should be accompanied by a separate check in the amount of \$25.

All Proposals must be submitted on the forms furnished and each must be accompanied by proposal security in the amount of 5% of the total proposal.

The successful proposer will be required to furnish performance and payment bonds for faithful performance of the contract in the full amount of the contract price.

Unless exempt under ORS 279C.800 to 279C.870, the successful proposer must file a \$30,000 Public Works Bond with the Construction Contractors Board prior to beginning work on the project, and certify that all sub-contractors have also filed such bond.

The City of Oakridge reserves the right to reject all proposals and to waive all informalities, or to accept any proposal which appears to serve the best interests of the City of Oakridge.

By Order of the City Council, City of Oakridge.

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