

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
OF LEWIS COUNTY**

**IN THE MATTER OF:**

Call for Bids for the lease or purchase of a  
new or used Temporary Modular Office  
Structure

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}  
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}

**RESOLUTION NO. 15-245**

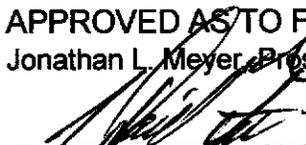
**WHEREAS**, Lewis County Public Works needs additional office space at the 2025 NE Kresky Avenue building; and

**WHEREAS**, the Board of County Commissioners (BOCC) wishes to provide more office space with the lease or purchase of a new or used temporary modular office structure.

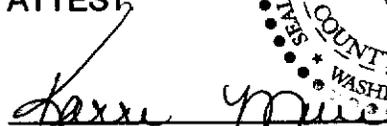
**NOW THEREFORE BE IT RESOLVED** that the Department of Public Works is instructed to issue a Call for Bids and Contract Specifications for the Temporary Modular Office Structure-Project No. PWBLDG. Bids for this project shall be submitted to the Clerk of the BOCC (351 N.W. North Street, Room 210, CMS-01, Chehalis, Washington 98532) in accordance with the bid call or project addenda.

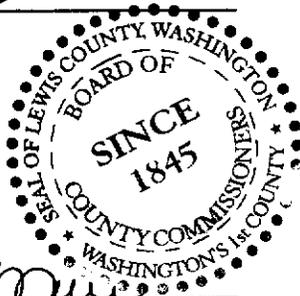
**DONE IN OPEN SESSION** this 31st day of August, 2015.

APPROVED AS TO FORM  
Jonathan L. Meyer, Prosecuting Attorney

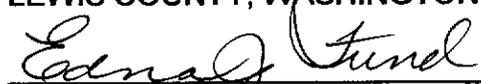
  
Civil Deputy

ATTEST:

  
Karri Muir, CMC, Clerk of the Lewis  
County Board of County Commissioners



BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON

  
Edna J. Fund, Chair

  
P.W. Schulte, Vice Chair

  
Gary Stamper, Commissioner

# REQUEST FOR SEALED BID

## 1. SCOPE

The purpose of this Bid request is to lease or purchase a new or used 24 ft. by 60 ft. Temporary Modular Office structure. Lewis County will clear the site and prepare a level pad with base course material. The bid shall include concrete ribbon footings to meet local building codes, tie downs, a 6 ft. by 6 ft. covered front entry deck with steps and handrail, a deck sized to code for back door with steps and handrail, and interior walls and doors placed as shown in attached drawings. The building shall include heating and air-conditioning. The bid shall also include delivery, set-up, skirting, and power to the office. Any permits required by L&I, State, County, or City shall be included. Descriptive literature and technical specifications shall be delivered with the proposal.

## 2. NOTES

- For engineering questions, contact Project Engineer Rod Lakey via telephone at (360) 740-2780 or email (Rodney.Lakey@lewiscountywa.gov).
- Lewis County (Agency) reserves the right to ask for additional descriptive literature and technical specifications at the bidders' expense.
- The bid shall include cost of material as specified and **ALL** shipping to the project site. No fuel surcharges shall be charged.
- Federal Tax Identification Number from IRS form W-9 is required on all invoices.
- Bidders are to submit a copy of any and all warranties for the proposed product(s) with their response.
- Contractors may bid for the 2 year lease option, purchase option, or both options. The Contractor may submit more than one bid as long as a separate bid submittal with descriptive information attached for each submittal. Lewis County will select the option most advantageous to the County.
- Delivery and setup at 2025 NE Kresky Ave, Chehalis, WA 98532.

## 3. SPECIFICATIONS

The Contract shall be in accordance with all local and State codes.

### Wages

The State rates incorporated in this contract are applicable to all construction activities associated with this contract. See attached Wage rate schedules.

## 4. PUBLIC OPENING OF PROPOSAL

### Date and Time of Bid Opening

The Board of County Commissioners of Lewis County or designee, will open sealed proposals and publicly read them aloud on or after 11:30 a.m. on September 15, 2015, at the Lewis County Courthouse, Chehalis, Washington, for the Temporary Modular Office Structure.

### **SEALED BIDS MUST BE DELIVERED BY OR BEFORE 11:00 A.M. on Tuesday, September 15, 2015**

(Lewis County official time is displayed on Axxess Intertel phones in the office of the Board of County Commissioners. Bids submitted after 11:00 AM will not be considered for this project.)

### Delivery and Marking of Sealed Bid Proposals

Sealed proposals must be delivered to the Clerk of the Board of Lewis County Commissioners (351 N.W. North Street, Room 210, CMS-01, Chehalis, Washington 98532) by or before **11:00 a.m.** on the date specified for opening, and in an envelope clearly marked: **"SEALED BID FOR THE TEMPORARY MODULAR OFFICE STRUCTURE- PWBLDG, TO BE OPENED ON OR AFTER 11:30 A.M. ON TUESDAY, SEPTEMBER 15, 2015."**

**5. BID SUBMITTALS** (Entries shall be typed or entered using an ink pen)

PRICE SHEET				
Item	Description	Quantity	Unit	Total Price
1	2 Year Office Lease (24'x60')	1	Lump Sum	_____
2	Month to Month beyond 2 Year	1	Per Month	_____
3	Installation and Setup	1	Lump Sum	_____
4	Removal	1	Lump Sum	_____
			Applicable Sales Tax (8.0%)	_____
<b>TOTAL</b>				_____
5	Alternate Bid (Purchase Price)	1	Lump Sum	_____
	To include Installation and setup		Sales Tax (8.0%)	_____
<b>TOTAL</b>				_____

**6. CONDITIONS**

By signature below, the Authorized Official(s) of the company submitting this Proposal do hereby acknowledge that in the event this Proposal is deemed to be the lowest responsive bid, this document shall be construed to be the legal contract for the lease or purchase of the 24'x60' Temporary Modular Office Structure as specified herein.

\*Receipt is hereby acknowledged of addendum(s) Number(s) 1 \_\_\_\_, 2 \_\_\_\_, 3 \_\_\_\_.

SIGNATURE OF AUTHORIZED OFFICIAL(S)

**Proposal Must be Signed**

Company Name \_\_\_\_\_

Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Unified Business Identifier (U.B.I.) No. \_\_\_\_\_

Telephone # \_\_\_\_\_

Federal ID No. \_\_\_\_\_

\*\*\*\*\*  
 FOR COUNTY USE ONLY

AWARD RESOLUTION NO. \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
 County Engineer