INVITATION TO BID

Edison Wastewater Treatment Facility Maintenance & Repair Services

SMALL PUBLIC WORKS PROJECT
SKAGIT COUNTY PLANNING & DEVELOPMENT SERVICES

Must be an approved contractor on the Municipal Research and Services Center (MRSC) Roster in order to Bid this project: http://www.mrscrosters.org

INVITATION TO BID

MUST BE AN APPROVED CONTRACTOR ON THE MUNICIPAL RESEARCH AND SERVICES CENTER MRSC ROSTER IN ORDER TO BID THIS PROJECT http://www.mrscrosters.org

PROJECT DESCRIPTION: Edison WWTF Maintenance & Repair Services
Skagit County is interested in obtaining the services of a Wastewater Treatment Maintenance Contractor to provide regularly scheduled and on-call services and repairs to the Edison Wastewater Treatment Facility and connections within the Edison Subarea, located in Skagit County. The service contract will consist of, but may not be limited to, providing maintenance and repair services on an as-needed, hourly rate, monthly, quarterly, yearly, emergency, or task order basis. Anticipated services will cover but may not be limited to: all phases of temporary or permanent assembly, installation, maintenance, repairs, and other related miscellaneous items. All job sites are located within Skagit County.

It is anticipated that 90% or more of the work will be performed during the Contractor's normal business hours; however, emergent response time is required within two (2) hours.

Contractor and all subcontractors shall have a contractor's license to work in the State of Washington.

All bidding shall be based upon compliance with the Contract Provisions and Specifications.

The contract shall continue for a term of four (4) years from the date of execution, with the option of extending the contract for two (2) additional years. Skagit County estimates the value of the contract shall not exceed $350,000.00.

Information, copies of plans, specifications, and addenda for this project will be available on-line beginning **November 24, 2026** at www.skagitcounty.net/rfp or obtained at Skagit County Planning & Development Services, 1800 Continental Place, Mount Vernon, Washington; (360) 416-1338. Contractors must be an approved contractor on the municipal research and services center MRSC Roster in order to bid this project http://www.mrscrosters.org. Contractors who download provisions and specifications are advised to e-mail lpilon@skagitcountywa.gov to be added to plan holders list to receive any addenda that may be issued.

All questions shall be in writing and submitted **no later than 4:00 p.m., Friday, December 04, 2026** to Lavelle Pilon, Administrative Coordinator, by e-mail to lpilon@skagitcountywa.gov with the subject line reading, ***"Edison Subarea Maintenance & Repair Services".***

The attached Bid Proposal Form and Certification of Wage Compliance must be **received by 4:00pm on Monday, December 07, 2026.** County preference is to receive via email with scanned documents attached to lpilon@skagitcountwa.gov plainly marked in the subject line ***"Bid for Edison Subarea Maintenance & Repair Services"*** although bids can also be delivered in person or by mail. Incomplete proposals and proposals received after 4:00 p.m., Monday, December 07, 2026, will not be considered.

1. **Hand delivered**: Bids delivered in person shall be received only at the office of the SKAGIT COUNTY COMMISSIONERS, Reception Desk, 1800 Continental Place, Mount Vernon, WA 98273-5625.
2. **Via mail**: Bids shall be mailed to SKAGIT COUNTY PLANNING & DEVELOPMENT SERVICES, 1800 Continental Place, Mount Vernon, WA 98273-5625.

- Bid Shall include attached *Bid Proposal Form* and the *Certificate of Wage Compliance Form*

- Bidding results will be posted to the following Skagit County Call for Bids Website once the review is complete www.skagitcounty.net/rfp

INSURANCE: Commercial General Liability Insurance, Business Automobile Insurance, Industrial Insurance (Worker's Compensation), and USL&H Insurance are a requirement of this project.

PREVAILING WAGES: This work is considered a Public Work and therefore the contractor is subject to pay his employees not less than the "prevailing rate of wages" as set forth by the Washington Department of Labor and Industries. Bidders are advised to consider this charge when tabulating bids.

RIGHT TO ACCEPT OR REJECT: The County reserves the right to accept a proposal of the bidder submitting the lowest responsible and responsive bid, to reject any or all bids, revise or cancel the work to be performed, or do the work otherwise if the best interest of the County is served thereby. The County also reserves the right to postpone the bid award for a period of fifteen (15) calendar days after the bid deadline. Protest will be in accordance with all RCWs as applicable.

Skagit County, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award. For questions regarding Skagit County's Title VI Program, you may contact the Public Works Department's Title VI Coordinator, Devin Willard, at (360) 416-1400..

PROPOSAL FORM

To: Lavelle Pilon, Admin Coordinator - lpilon@skagitcountywa.gov
Skagit County Planning & Development Services
1800 Continental Place
Mount Vernon, WA

From: Bidder: _____
Address: _____
_____

Telephone: _____ **Email:**_____

- Contractor's License Number: _____ Expiration Date: _____
- Washinton Unified Business Identifier (UBI) Number:_____
- Federal Tax ID Number: _____

In active and good standing with:

- Washington State Secretary of State's Office: □ Yes □ No
- Department of Revenue: □ Yes □ No
- Department of Labor & Industries: □ Yes □ No

Project Title: *Edison Wastewater Treatment Facility Maintenance & Repair Services*

Address: *14342 West Bow Hill Road, Bow, WA 98232*

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Project Notes:

- Invoices may be submitted to the following Skagit County Planning & Developments email address lpilon@skagitcountywa.gov.
- An Intent to Pay Prevailing Wages will need to be filed with the Department of Labor and Industries for value and duration of the contract prior to any work, with Affidavits filed prior to County Page 3 of 9 submitting a Notice of Completion. Intent and affidavit instructions can be located at https://lni.wa.gov/licensing-permits/public-works-projects/contractors-employers/.
- Prevailing wage rates may be found at https://lni.wa.gov/licensing-permits/public-works projects/prevailing-wage-rates/.
- Washington State Sales Tax Rate: https://webgis.dor.wa.gov/taxratelookup/SalesTax.aspx shall be added to the contract based on location of services.
- Payment & Performance bonds are required for all contracts above $5,000. If contract value is below $150,000, Contractor may elect to use 10% retainage in lieu of the bonds per RCW 39.08.010. This retainage would be in addition to mandatory 5% retainage requirements for all public works contracts great than $35,000 per RCW 60.28.011.

Bid Proposal Amount

Monthly Contractual:	Total:
2027 Monthly Amount	$
2028 Monthly Amount	$
2029 Monthly Amount	$
2030 Monthly Amount	$

On-Call Services:	Total:
2027 Hourly Rate	$
2028 Hourly Rate	$
2029 Hourly Rate	$
2030 Hourly Rate	$

Total Contract Amount =	$

Any other items for consideration:

_____

_____

_____

_____

PREVAILING WAGES: The Undersigned hereby agrees to pay labor not less than the current prevailing rates of wages as determined by the State Bureau of Labor and Industries.

If our bid is accepted, we agree to furnish required evidence of insurance and the signed contract within seven (7) calendar days of receiving the draft contract.

If our bid is accepted and a contract for performance of work is entered into with Skagit County, we agree to plan the work and to prosecute it with such diligence that all the work shall be completed within periodicities stated in the contract. We understand that Skagit County reserves the right to reject any or all bids and to determine which proposal is, in the judgment of Skagit County, the lowest responsible bid, and which proposal, if any, should be accepted in the best interests of Skagit County and that Skagit County also reserves the right to waive any informalities in any proposal or bid.

BIDDER'S ADDRESS: Notice of Acceptance of this bid or requests for additional information should be addressed to the undersigned at the address we provided on this form.

NON-COLLUSION DECLARATION: I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project or which this proposal is submitted.

2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.

PROPOSAL – Signature Page

The bidder is hereby advised that by signature of this proposal he/she is deemed to have acknowledged all requirements and signed all certificates contained herein.

The undersigned hereby agrees to pay labor not less than the prevailing rates of wages in accordance with the requirements of the special provisions for this project.

A proposal guaranty in an amount of five thousand and no/100 ($5,000.00) dollars, which is equal to five percent (5%) of the estimated contract amount, based upon the approximate estimate of above prices and in the form as indicated below is attached hereto:

☐ CASHIER'S CHECK In the amount of $_____Dollars

☐ CERTIFIED CHECK In the amount of $_____Dollars
(Payable to Skagit County)

☐ PROPOSAL BOND In the amount of five thousand and no/100 ($5,000.00) dollars, or five percent (5%) of the total estimated contract amount.

S
I
G
N

Signature of Authorized Officials(s):

_____

_____

Firm Name: _____

Address: _____

_____

Phone No. _____

State of Washington Contractor's License No._____

UBI No._____ Employment Security Department No._____

Note:

(1) This proposal form is not transferable, and any alteration of the firm's name entered hereon without prior permission from Skagit County will be cause for considering the proposal irregular and subsequent rejection of the bid.

(2) Should it be necessary to modify this proposal either in writing or by electronic means, please make reference to the following title in your communication: ***Edison Subarea Maintenance & Repair Services***

PROPOSAL MUST BE SIGNED

Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (November 24, 2026), the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

_____
Bidder's Business Name

_____
Signature of Authorized Official*

_____
Printed Name

_____
Title

_____ _____ _____
Date City State

Check One:
Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

_____

If a co-partnership, give firm name under which business is transacted:

_____

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*