

PROJECT MANUAL

Fairgrounds Commercial Building Floor Project Josephine County, OR



JOSEPHINE COUNTY FAIRGROUNDS
215 Ringuette St.
Grants Pass, OR 97527



DATE ISSUED: 04/16/2026

TABLE OF CONTENTS:

SECTIONS:

01	General Information
02	Invitation to Bid
03	Instructions to Bidders
04	General Bid Procedures
05	Bid Response
06	Specifications/Special Provisions (If applicable)

I. GENERAL INFORMATION

- 1. INTRODUCTION:** Josephine County Fairgrounds is a year-round event center that is striving to better its facilities. The Commercial Building was acquired in 1927 when the land it is on was purchased for the Josephine County Fair. This iconic building serves the community year-round in the form of vendor markets, flea markets and the County Fair. The floor has had various fixes over the years and is currently in need of further repairs.

This project will grind and seal approximately 15,000 sq feet of the flooring located in the Commercial Building with a product that is chosen by the contractor and approved by Josephine County Fairgrounds Project Manager. There may be areas of the concrete that will need to be repaired as part of this project.

- 2. PROJECT LOCATION:**

**1451 Fairgrounds Road
Grants Pass, OR 97527
Commercial Building**

II. INVITATION TO BID JOSEPHINE COUNTY FAIRGROUNDS

1. **DESCRIPTION OF PROJECT:** Josephine County Fairgrounds is soliciting sealed bids for:

Fairgrounds Commercial Building Floor Project

2. **SPECIFICATIONS:** Specifications for the Project may be downloaded from the Josephine County website at:

<https://www.josephinecounty.gov/residents/rfps.php>

3. **CLOSING DATE:** Sealed bids must be physically received by Tuesday, 2:00 PM on April 28, 2026.

BIDS WILL NOT BE RECEIVED AFTER 2:00 PM on Tuesday, April 28, 2026.

4. **SUBMITTAL OF BIDS:** Sealed bids must be submitted to:

Tamra Martin

Director

215 Ringuette Street, Grants Pass, OR. 97527

tmartin@josephinecounty.gov

[541-476-3215](tel:541-476-3215)

BIDS SUBMITTED BY FACSIMILE TRANSMISSION OR EMAIL WILL NOT BE ACCEPTED. BIDS RECEIVED AFTER THE DATE AND TIME STATED IN THIS SUBSECTION WILL NOT BE ACCEPTED OR OPENED.

5. **CONTACT PERSON:** The contact person for questions regarding this invitation to bid is:

Tamra Martin

Director

215 Ringuette Street, Grants Pass, OR. 97527

tmartin@josephinecounty.gov

[541-476-3215](tel:541-476-3215)

6. **PREQUALIFICATION:** Prequalification of bidders is required. Bidders may obtain a Pre-Qualification Application from Josephine County Public Works, 201 River Heights Way, Grants Pass, Oregon 97527, or at the County website at:

https://www.josephinecounty.gov/departments/public_works/documents_and_forms.php#outer-1897

Prequalification Applications must be submitted no later than 4:00 p.m. Friday, April 24, 2026 at:

Josephine County Public Works Department

201 River Heights Way

Grants Pass, Oregon 97527

The class of work for which Bidders must be prequalified is Construction.

Prequalification documents received after the deadline will be rejected and returned without review. Bidders who have previously prequalified for projects for Josephine County are not required to update their prequalification documents if less than twelve (12) months old.

- 7. PROJECT COMPLETION DATE:** This project must be completed no later than **June 5, 2026**.

III. INSTRUCTIONS FOR SUBMISSION OF BIDS

- 1. FORM AND CONTENT OF BIDS:** Bidders must complete and submit all pages of the attached Bid Response forms in the proper sequence. All blank spaces must be completed in ink in a legible manner. All responses requiring signature must be signed in ink by an authorized representative of the Bidder. Any erasures or corrections must be initialed in ink by the authorized representative of the Bidder.

Bidders may not alter, disclaim, contradict, or change any term or provision of the Invitation to Bid, the Bid Response, or any bidding documents.

- 2. SUBMISSION OF BIDS:** Bids must be submitted in sealed envelopes, clearly marked as follows:

BID FOR: Josephine County Fairgrounds Commercial Building Floor Project

CLOSING DATE AND TIME: Tuesday, April 28, 2026 at 2:00 p.m.

SUBMITTED BY: _____(Name and Address of Bidder)

Bidders must submit one (1) copy of their bid. If a delivery or courier service is used, the Bidder shall place the sealed envelope containing the Bid inside the delivery or courier service's envelope. Bids may not be submitted by fax or email.

- 3. BID SECURITY:** Each bid must be accompanied by a certified or cashier's check, irrevocable letter of credit (bank issued), or Bid Bond, payable to Josephine County in an amount equal to ten percent (10%) of the total amount of the Bid.

If the Bidder fails to: 1) Execute the contract; 2) Provide a Performance Bond; 3) Provide a Payment Bond; 4) Provide Certificates of Insurance; and 5) Provide proof of Workers' Compensation Coverage within five (5) business days after the Notice of Intent to Award, then the County may cash the check, draw under the letter of credit, or collect under the Bid Bond.

- 4. FIRST-TIER SUBCONTRACTOR DISCLOSURE:** In accordance with ORS 279C.370, if the public improvement contract has an estimated value of more than \$100,000, then, within two (2) working hours after the time of Bid Closing, Bidders must submit a disclosure of all first-tier subcontractors that:
 - a) Will be furnishing labor or will be furnishing labor and materials in connection with the public improvement contract; and
 - b) Will have a contract value that is equal to or greater than five percent (5%) of the total project bid or \$15,000, whichever is greater, or \$350,000 regardless of the percentage of the total project bid.

Bidders must use the form provided in the Bid Response forms. Failure to

submit the form by the disclosure deadline will result in a rejection of the bid. A contractor may substitute a first-tier subcontractor in accordance with ORS 279C.585.

- 5. REQUESTS FOR CLARIFICATION:** Bidders are cautioned against drawing any inferences if any of the Bid Documents seem unclear. Bidders should request clarification if needed. Requests for Clarification of any provision of this Invitation to Bid may be sent to:

Tamra Martin
Director
215 Ringuette St, Grants Pass, OR. 97527
tmartin@josephinecounty.gov
[541-476-3215](tel:541-476-3215)

Requests for Clarification must be received by **2:00 p.m.** on Thursday, April 23, 2026.

No response will be made to requests for Clarification that are received after the above date and time. Bidders should therefore request clarification early in the process. Bidders should assume the most stringent requirement in the event of a conflict unresolved by addenda.

The County reserves the right to determine whether a Bidder's question merits clarification. The County will endeavor to reply to all timely questions, but unless an Addendum or written reply is issued, questions will be deemed immaterial. Any reply to a request for clarification will be in writing and issued by the County. The reply will not be binding on the County unless the County issues an Addendum.

- 6. MODIFICATION OF BIDS:** Bidders may modify submitted bids before Bid Closing. Modifications made after submission of the Bid must be signed by an authorized representative of the Bidder and state that the modifications amend and supersede the Bid. Modifications must be submitted in a sealed envelope, marked:

BID MODIFICATION
Josephine County Fairgrounds Commercial Building Floor Project
Closing Date: Tuesday, April 28, 2026.

Submitted By: _____ Name and Address of Bidder)

Bid Modifications must be received before the Closing Date and Time at the same address that Bid Responses are submitted.

- 7. WITHDRAWAL OF BID:** Requests to withdraw bids may be submitted to the Contact Person in writing, signed by an authorized representative of the Bidder. Requests may also be made in person upon presentation of appropriate identification and satisfactory evidence of authority. Requests to withdraw bids must be received prior to Bid Closing.

- 8. PROTEST OF INVITATION TO BID:** A Bidder may file a protest if the Bidder believes that this Invitation to Bid is contrary to law, is unnecessarily restrictive, is legally flawed, or improperly specifies a brand name. Protests must be submitted in writing to the Contact Person no later than four (4) business days prior to the Closing Date. Protests must contain the following information:
- a) The project name, project number, and closing date of this Invitation to Bid;
 - b) The grounds that demonstrate how this Invitation to Bid is contrary to law or how the bid documents are unnecessarily restrictive, are legally flawed, or improperly specify a brand name;
 - c) Evidence or supporting documentation that supports the grounds on which the protest is based; and
 - d) The relief sought.

The County shall issue a written decision on the protest no fewer than three (3) business days before the Closing Date.

IV. GENERAL BID PROCEDURE AND INFORMATION

1. **BID OPENING:** Bids will be publicly opened and read at the Josephine County Fairgrounds office, located at 215 Ringuette Street, Grants Pass, Oregon, at **2:00 p.m. on Tuesday, April 28, 2026.**
The County will read aloud the name of each Bidder, the Bid price, and such other information as the County deems appropriate. Attendance of Bidders at the Bid Opening is optional. Award decisions will not be made at Bid Opening.
2. **FIRM OFFER:** Bids submitted shall be considered firm offers, irrevocable, valid, and binding on the Bidder.
3. **METHOD OF AWARD:** Award will be made to the lowest responsive and responsible Bidder submitting the Bid. The County will consider the responsiveness and responsibility of Bidders and of their proposed subcontractors in making the award.
4. **EVALUATION CRITERIA:** Bids will be evaluated to identify the lowest responsive bid submitted by a responsible Bidder. Any adjustments made to account for reciprocal preferences will be made only for purposes of evaluating the Bid.
 - 4.1 **Responsiveness:** To be considered responsive, the Bidder must substantially comply with all requirements of this Invitation to Bid and must comply with all applicable laws and all prescribed public contracting rules. Bids will be considered unresponsive and may be rejected for reasons which include, but are not limited to:
 - a) The bid is not submitted on the forms furnished by the County;
 - b) The bid contains or is accompanied by conditions, reservations, or by statements concerning limitations, qualifications, or contingencies;
 - c) The bid is incomplete; and
 - d) The bid contains any erasures or corrections which are not initialed by the person or persons signing the Bid.
 - 4.2 **Responsibility:** To determine responsibility, the County will determine whether the Bidder:
 - a) Is qualified by the Construction Contractors Board to hold a public improvement contract;
 - b) Has available the appropriate financial, material, equipment, facility and personnel resources and expertise necessary to meet all contractual responsibilities;
 - c) Has a satisfactory record of contract performance;
 - d) Has a satisfactory record of integrity;
 - e) Is qualified legally to contract with the County; and
 - f) Has supplied all necessary information in connection with the inquiry concerning responsibility.

In doing so, the County may investigate the Bidder and request information in addition to that already required by this Invitation to Bid when the County, in its sole discretion, deems it necessary or advisable or in the public interest.

- 4.3 Oregon Preference: Awards shall be subject to preference for goods or services that have been manufactured or produced in Oregon if price, fitness, availability, and quality are otherwise equal.
 - 4.4 Required Licensing: Bids will not be received or considered by the County unless the Bidder is appropriately licensed by the Construction Contractors Board.
 - 4.5 Disqualification: Bidders may be disqualified from consideration for award of a contract pursuant to ORS 279C.400.
- 5. EVALUATION OF BIDS:** The County will compare and rank all responsive Bids submitted by responsible Bidders from lowest to highest in accordance with Bid Price.
- The County may reject any Bid not in compliance with all prescribed public contracting procedures and requirements and may reject for good cause all Bids upon a finding that it is in the public interest to do so.
- The County may award multiple public improvement contracts if multiple awards are deemed to be in the public interest.
- 6. NEGOTIATION WITH BIDDERS:** If all responsive bids exceed the County's cost estimate, the County may negotiate with the lowest responsive, responsible Bidder to attempt to bring the project within the County's cost estimate. Negotiation with the lowest responsive, responsible Bidder shall not result in the award of the contract to that Bidder if the scope of the project is significantly changed from that of the original Invitation to Bid.
- 7. NOTICE OF INTENT TO AWARD:** The anticipated date of the Notice of Intent to Award is **April 29, 2026**.
- 8. PROTEST OF AWARD:** Bidders may file a protest of the Notice of Intent to Award if the Bidder is adversely affected because the Bidder would be eligible to be awarded the contract if the protest is successful, and the Bidder believes that:
- a) All lower bids are nonresponsive;
 - b) The County failed to conduct the evaluation of proposals in accordance with the criteria or processes described in the Invitation to Bid;
 - c) The County abused its discretion in rejecting the protestor's Bid as nonresponsive; or
 - d) The County's evaluation of bids or subsequent determination of award is otherwise in violation of law.

Protests must be submitted in writing to the Contact Person no later than three (3) business days after the Notice of Intent to Award and shall specify the

grounds for the protest. The County shall respond to the protest in writing within two (2) business days of receipt of the Protest.

9. AWARD OF CONTRACT: After expiration of the protest period after the Notice of Intent to Award, the County will proceed with final award of the contract. If the County receives only one (1) bid, the County may dispense with the Notice of Intent to Award protest period and proceed with the award of the contract.

10. CONTRACT TERMS AND EXECUTION: The Successful Bidder will be awarded a contract which substantially conforms to that of Exhibit "A."

The County will send the Contract to the Successful Bidder with the Notice of Intent to Award. Within five (5) business days after receiving the Notice of Intent to Award and Contract, the Successful Bidder shall:

- a) Sign and return the Contract:
- b) Submit the Performance Bond (or cashier's check or certified check in lieu of bond).
- c) Submit the Payment Bond (or cashier's check or certified check in lieu of bond).
- d) Submit Certificates of Insurance as required by the contract; and
- e) Submit proof of Workers' Compensation coverage as required by the contract.

If the Successful Bidder fails to return the signed Contract and required bonds, certificates, and documents within five (5) business days, the County may conclude that the Bidder has abandoned the award. In that event, the Bid Security of the Successful Bidder will be forfeited as liquidated damages.

Bidders are encouraged to consult their insurance agents about the insurance requirements as identified in Section 26 of the proposed contract prior to submission of their Bids.

11. PERFORMANCE BOND: The successful Bidder will be required to provide a Performance Bond in the total amount (100%) of the awarded Contract, executed in favor of Josephine County, to ensure faithful performance of the contract. The successful Bidder may submit a cashier's check or a certified check in lieu of all or a portion of the performance bond. The performance bond will guarantee the repair of all damage due to improper materials or workmanship for a period of fifteen (15) months after the acceptance of the work by the County. The bond shall be in a form approved by the County. The bond must be executed by a surety company with authority to transact surety business in this State.

12. PAYMENT BOND: The successful Bidder will be required to provide a Payment Bond in the total amount (100%) of the awarded Contract, executed in favor of Josephine County to ensure payment for labor and materials. The bond shall be in a form approved by the County. The bond must be executed by a surety company with authority to transact surety business in this State.

13. RETURN OF BID SECURITY: The County shall return or release the Bid

Security of all unsuccessful Bidders after a contract has been executed and the performance bond, payment bond, and insurance certificates are provided, or after all Bids have been rejected.

- 14. PREVAILING WAGE RATE:** This Invitation to Bid and the resulting contract may be subject to Prevailing Wage Rates as set forth in ORS 279C.800 – ORS 279C.870, and the following Bureau of Labor and Industries (BOLI) wage requirements, which are available online at the following websites, and which are incorporated by reference:

<https://www.oregon.gov/boli/employers/pages/prevailing-wage.aspx>

The Work will take place in Josephine County, Region 8.

BOLI FEE: Pursuant to ORS 279C.825, County shall pay the fee to the Bureau of Labor and Industries in the amount of 0.1% of the price of the contract, but not less than \$250.00 nor more than \$7,500.00.

- 15. PUBLIC WORKS BOND:** If the contract price exceeds \$100,000, before starting work on the contract, the contractor must file with the Construction Contractors Board a public works bond with a corporate surety authorized to do business in this state in the amount of \$30,000. The bond must provide that the contractor will pay claims ordered by the Bureau of Labor and Industries to workers performing labor upon public works projects. The bond must be a continuing obligation, and the surety's liability for the aggregate of claims that may be payable from the bond may not exceed the penal sum of the bond. The bond must remain in effect continuously until depleted by claims paid under this section unless the surety sooner cancels the bond. The surety may cancel the bond by giving 30 days' written notice to the contractor or subcontractor, to the board and to the Bureau of Labor and Industries. When the bond is canceled, the surety is relieved of further liability for work performed on contracts entered after the cancellation. The cancellation does not limit the surety's liability for work performed on contracts entered before the cancellation.

- 16. ENVIRONMENTAL AND NATURAL RESOURCES LAWS:** In accordance with ORS 279C.525, federal, state, and local agencies that have enacted ordinances, rules or regulations dealing with the prevention of environmental pollution and the preservation of natural resources that affect the performance of the contract include:

- A. **Federal Agencies:** Department of Agriculture; Forest Service; Soil Conservation Service; Coast Guard; Department of Defense; Army Corps of Engineers; Department of Energy; Federal Energy Regulatory Commission; Environmental Protection Agency; Department of Health and Human Services; Department of Housing and Urban Development; Solar Energy and Energy Conservation Bank; Department of Interior; Bureau of Land Management; Bureau of Indian Affairs; Bureau of Mines; Bureau of Reclamation; Geological Survey; Minerals Management Service; U.S. Fish and Wildlife Service; Department of Labor; Mine Safety and Health Administration; Occupation Safety and

Health Administration; Department of Transportation; Federal Highway Administration; Water Resources Council.

- B. **State Agencies:** Department of Administrative Services; Department of Agriculture; Soil and Water Conservation Commission; Columbia River Gorge Commission; Department of Energy; Department of Environmental Quality; Department of Fish and Wildlife; Department of Forestry; Department of Geology and Mineral Industries; Department of Human Resources; Department of Consumer and Business Services; Land Conservation and Development Commission; Department of Parks and Recreation; Division of State Lands; Department of Water Resources.
- C. **Local Agencies:** City Council; Board of County Commissioners; Historical Preservation Commission; Planning Commission.

County has no knowledge of any known conditions at the construction site that may require the successful Bidder to comply with the ordinances, rules, or regulations above.

17. **ADDENDA:** The provisions of this Invitation to Bid cannot be modified by oral statements. If the County elects to change any portion of this Invitation to Bid, an Addendum will be issued to all Bidders who are known by the County to have received this Invitation to Bid. No Addendum will be issued later than **5:00 p.m. on Thursday, April 23, 2026**, except for an Addendum that cancels the Bidding Process, postpones Closing, or provides simple clarification. Each Addendum will be numbered consecutively and will be issued by the Josephine County Fairgrounds.
18. **RESERVATION OF RIGHTS:** The County reserves the rights: a) to amend this Invitation to Bid; b) to extend the deadline for submitting bids; c) to waive minor irregularities, informalities, or failures to conform to this Invitation to Bid if the County determines that such waiver is in the best interest of the County; d) to award one or more contracts, by item or task, or groups of items or tasks, if multiple awards are determined by the County to be in the public interest; and e) to reject, for any reason and without liability therefor, any and all Bids and to cancel this procurement at any time, in accordance with ORS 279B.100, if such cancellation is deemed to be in the best interest of the County.
19. **RESPONSIBILITY INQUIRY:** The County reserves the right to investigate and evaluate, at any time prior to award and execution of the Contract, the apparent successful Bidder's responsibility to perform the Contract. Submission of Bids shall constitute approval for the County to obtain any information the County deems necessary to conduct the evaluation. The County shall notify the apparent successful Bidder, in writing, of any other documentation required, which may include, but is not limited to: recent profit-and-loss history; current balance statements; assets-to-liabilities ratio, including number and amount of secured versus unsecured creditor claims; availability of short and long-term financing; bonding capacity; credit information; material; equipment; facility and personnel information; performance record of contract performance; etc. Failure

to promptly provide this information may result in Bid rejection. The County may postpone the award of the contract after announcement of the apparent successful Bidder to complete its investigation and evaluation. Failure of the apparent successful Bidder to demonstrate Responsibility shall render the Bidder nonresponsive and shall constitute grounds for Bid rejection.

20. SCHEDULE:

Protests of Invitation to Bid Due	April 20, 2026
Applications for Prequalification Due.....	April 24, 2026
Requests for Clarification Due	April 23, 2026
Bid Closing Date	April 28, 2026
Notice of Intent to Award (tentative).....	April 29, 2026
Protests of Intent to Award Due (3 days after NIA).....	May 4, 2026
Award of Contract (tentative)	May 5, 2026
Project Completion	June 5, 2026

V. BID RESPONSE

Bidder hereby submits the following Response to the Invitation to Bid by the Josephine County Fairgrounds. This Bid Response incorporates all terms, conditions, and requirements of the Invitation to Bid for the project specified below, including the Project Specifications and Drawings of the County, Bidder Requirements, Proposed Contract terms, and Prevailing Wage Rates for Public Works Contracts in Oregon. This Bid Response includes the following documents, which are attached and incorporated in this Bid Response:

- 1) Bid
- 2) Bid Security and Performance Bond
- 3) Bidder Information
- 4) Resident Bidder Statement
- 5) Project Schedule to be completed by Bidder
- 6) Prevailing Wage Rates
- 7) First-Tier Subcontractor Disclosure Form
- 8) Certifications

PROJECT NAME: Josephine County Fairgrounds Commercial Building Floor Project

BUSINESS NAME: _____

OWNER'S NAME: _____

ADDRESS: _____

PHONE: _____ **FAX:** _____

EMAIL: _____

CCB LICENSE NO.: _____ **EXP. DATE:** _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

BID FORM

Josephine County Fairgrounds Commercial Building Floor Project

Contractor's Total Bid set forth below will include all labor, materials, transportation, equipment, services, testing, acceptance and all other acts necessary to make a complete and finished project as shown in project specifications. Bidder understands that the County may elect to add or exclude minor portions of the work should the County determine it is necessary or desirable to do so.

Contractor's Total Bid Grind and Seal: \$ _____

Contractor's Repair Cost Per Square Foot: \$ _____

Bidder's Signature: _____

Date: _____

BID SECURITY

Attached is a certified or cashier's check, irrevocable letter of credit, or Bid Bond, payable to Josephine County in an amount equal to ten percent (10%) of the total amount of the Bid. This Bid Security shall be security against the failure of the Bidder to comply with all requirements within the time frames established after notification of award. If the Bidder fails to: 1) Execute the Contract; 2) Provide the required Performance Bond and Payment Bond; or 3) Provide Certificates of Insurance within seven (7) days of the written Notice of Intent to Award the contract, then the County may cash the check, draw under the letter of credit, or otherwise collect under the Bid Security.

BID BOND

We, _____, as "Principal," and
(Name of Principal)

and _____, an _____ Corporation,
(Name of Surety)

authorized to transact Surety business in Oregon, as "Surety," hereby jointly and severally bind ourselves, our respective heirs, executors, administrators, successors and assigns to pay to Josephine County ("Obligee") the sum of (\$ _____) _____ dollars.

WHEREAS the condition of the obligation of this bond is that Principal has submitted its proposal or bid to Obligee in response to Obligee's Invitation to Bid the project identified as: **Josephine County Fairgrounds Commercial Building Floor Project** which proposal or bid is made a part of this bond by reference, and Principal is required to furnish bid security in an amount equal to ten (10%) percent of the total amount of the bid pursuant to the procurement document and ORS 279C.365(4) for competitive bidding or 279C.400(5) for competitive proposals.

NOW, THEREFORE, if the proposal or bid submitted by Principal is accepted, and if a contract pursuant to the proposal or bid is awarded to Principal, and if Principal enters into and executes such contract within the time specified in the procurement document and executes and delivers to Obligee its good and sufficient performance and payment bonds required by Obligee, as well as any required proof of insurance, within the time fixed by Obligee, then this obligation shall be void; otherwise, it shall remain in full force and effect.

IN WITNESS WHEREOF, we have caused this instrument to be executed and sealed by our duly authorized legal representatives this _____ day of _____, 20____.

PRINCIPAL: _____

SURETY: _____

By _____
Signature

BY ATTORNEY-IN-FACT:

Official Capacity

Name

Attest: _____
Corporation Secretary

Signature

Address

City State Zip

Phone: _____ Fax: _____

PERFORMANCE BOND

If the contract price is \$100,000 or more, the successful Bidder will be required to furnish a Performance Bond in the total amount (100%) of the awarded Contract, executed in favor of Josephine County, to ensure faithful performance of the contract. The successful Bidder may submit a cashier's check or a certified check in lieu of all or a portion of the performance bond. The bond shall be in a form approved by the County. The bond must be executed by a surety company with authority to transact surety business in this State.

If awarded the Contract, Bidder intends to use the following to guarantee Bidder's successful completion of the Project:

_____ Performance Bond from a Bonding Company

Name of Surety Company: _____

Address: _____

Name & Phone No. of Agent: _____

_____ Performance Bond from a local financial institution, in the form of an unrestricted Letter Of Credit, payable on demand of the County

_____ Cashier's Check or Certified Check

Bidder hereby authorizes the above Surety Company to disclose to the County any information regarding Bidder's ability to obtain a Performance Bond in the amount of the Contract.

Signature of Bidder: _____

Date: _____

Print Name: _____

BIDDER INFORMATION

A. CORPORATE STATUS

1. If Bidder is a Corporation:

Name of Corporation: _____

State of Incorporation: _____ Tax ID No.: _____

2. If Bidder is a Corporation, Partnership, or Joint Venture:

Type of Entity:

_____ Corporation _____ Partnership _____ Other: _____

Names and Titles of Principal Officers:

Name: _____ Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

Name: _____ Title: _____

B. PROJECT SUPERVISOR

Identify the person who will oversee the work at the project site. This person shall have complete authority to represent and to act on behalf of the Contractor and shall be able to authorize change orders regardless of their value and shall carry out all directions by the County Contract Administrator and/or the Project Manager.

Name: _____ Phone: _____

Address: _____

C. CONTRACTOR LICENSES

List all licenses currently held by Bidder:

License No.: _____ Issuing Agency: _____ Exp. Date: _____

License No.: _____ Issuing Agency: _____ Exp. Date: _____

License No.: _____ Issuing Agency: _____ Exp. Date: _____

License No.: _____ Issuing Agency: _____ Exp. Date: _____

License No.: _____ Issuing Agency: _____ Exp. Date: _____

License No.: _____ Issuing Agency: _____ Exp. Date: _____

D. CONSTRUCTION EXPERIENCE AND REFERENCES

Provide three (3) different projects with references that can be contacted regarding the quality of workmanship and service provided on projects of comparable size and scope.

1. PROJECT NAME: _____

Project Date: _____ Project Location: _____

Description of Project: _____

Contract Magnitude / Class of Work: _____

Reference No. 1: Name: _____

Business Name: _____

Phone: _____ Fax: _____

Reference No. 2: Name: _____

Business Name: _____

Phone: _____ Fax: _____

2. PROJECT NAME: _____

Project Date: _____ Project Location: _____

Description of Project: _____

Contract Magnitude / Class of Work: _____

Reference No. 1: Name: _____

Business Name: _____

Phone: _____ Fax: _____

Reference No. 2: Name: _____

Business Name: _____

Phone: _____ Fax: _____

3. PROJECT NAME: _____

Project Date: _____ Project Location: _____

Description of Project: _____

Contract Magnitude / Class of Work: _____

Reference No. 1: Name: _____

Business Name: _____

Phone: _____ Fax: _____

Reference No. 2: Name: _____

Business Name: _____

Phone: _____ Fax: _____

E. EMERGING SMALL BUSINESSES

Provide the business names of any certified Emerging Small Business companies that are intended to be utilized in the performance of this Contract:

Name: _____

Name: _____

Name: _____

RESIDENT BIDDER STATEMENT

A "Resident Bidder" is a bidder that has: 1) Paid Oregon unemployment taxes or income taxes during the previous year; 2) Has a business address in this state; and 3) Has stated in the bid whether the bidder is a "resident bidder." (ORS 279A.120)

Check One: Bidder is a: Resident Bidder Non-Resident Bidder

1. If a Resident Bidder, enter Oregon Business address:

Street Address: _____

Mailing Address: _____

City, State, Zip: _____

2. If a Non-Resident Bidder, enter State of Residency: _____

If a Non-Resident Bidder, does Bidder receive, or is Bidder eligible for, any preference in award of Contracts with Bidder's state government or with other governmental agencies of Bidder's State:

Check One: Yes No

If Yes: 1. State, the preference percentage: _____%

2. Identify the law or regulation that allows the preference: _____

Note: When a public contract is awarded to a Non-Resident Bidder and the contract price exceeds \$10,000, the Bidder shall promptly report to the Oregon Department of Revenue on forms to be provided by the Department the total contract price, terms of payment, length of contract and such other information as the Department may require before the Bidder may receive final payment on the public contract. The County must satisfy itself that this requirement has been met before the County issues final payment.
(ORS 279A.120(3))

Bidder certifies that the information provided above is true and accurate.

Signature: _____

Print Name: _____

Title: _____

SECTION 5: PROJECT SCHEDULE

Please show the proposed order of work and the time required for completion of the major items of work. This work schedule shall take into account the orderly, timely and efficient completion of the work.

Date of Bid:

Description of Work	Day 1	Day 2	Day 3	Day 4	Day 5
	Day 6	Day 7	Day 8	Day 9	Day 10
	Day 11	Day 12	Day 13	Day 14	Day 15
	Day 16	Day 17	Day 18	Day 19	Day 20
	Day 21	Day 22	Day 23	Day 24	Day 25

	Day 26	Day 27	Day 28	Day 29	Day 30

PREVAILING WAGE RATES

PLEASE NOTE: IF THIS IS A PREVAILING WAGE PROJECT. ALL APPLICABLE PREVAILING WAGE RATES ARE TO BE USED.

Prevailing Wage Rates for Public Works Contracts in Oregon
Oregon Bureau of Labor and Industries (BOLI)

Region #8 (Jackson and Josephine Counties)

Documents are Available via the following:

Website:

<https://www.oregon.gov/boli/employers/Pages/prevailing-wage-rates.aspx>

Phone: (971) 673-0844

FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM

PROJECT NAME: **Josephine County Fairgrounds Commercial Building Floor Project**

BID #: _____

BID CLOSING: Date: _____ Time: _____

This form must be submitted at the location specified in the Invitation to Bid on the advertised bid closing date and within two (2) working hours after the advertised bid closing time.

List below the name of each subcontractor that will be furnishing labor or will be furnishing labor and materials and that is required to be disclosed, the category of work that the subcontractor will be performing and the dollar value of the subcontract. Enter "NONE" if there are no subcontractors that need to be disclosed. (ATTACH ADDITIONAL SHEETS IF NEEDED.)

NAME	DOLLAR VALUE	CATEGORY OF WORK
1) _____	\$ _____	_____
2) _____	\$ _____	_____
3) _____	\$ _____	_____
4) _____	\$ _____	_____
5) _____	\$ _____	_____
6) _____	\$ _____	_____
7) _____	\$ _____	_____
8) _____	\$ _____	_____
9) _____	\$ _____	_____
10) _____	\$ _____	_____
11) _____	\$ _____	_____
12) _____	\$ _____	_____

Failure to submit this form by the disclosure deadline will result in a nonresponsive bid. A nonresponsive bid will not be considered for award.

Form submitted by (Bidder name): _____

Contact name: _____

Phone No.: _____

CERTIFICATIONS

By submitting this Bid, Bidder represents and certifies that:

1. The undersigned is a duly authorized representative of the Bidder and has been authorized by Bidder to make all representations, attestations, and certifications contained in this Bid Response.
2. All information contained in this Bid Response is true, accurate, and complete to the best of Bidder's knowledge and belief.
3. The Bidder has carefully examined and understands the Invitation to Bid, the Specifications of the Project, and other pertinent Bidding Documents, and all available information concerning requirements of the Project and physical conditions at the Work Site. The Bidder certifies that the Bidder has identified any conflicts or discrepancies within these documents and either raised the issue as a request for clarification or included the most stringent or expensive solution within the Bid.
4. The Bidder has visited the work site and has investigated the nature and locality where the Work is to be performed and is familiar with conditions and any difficulties that may be encountered.
5. The Bidder has determined that Bidder has available or can cause to be available construction equipment, facilities, supplies, systems, materials, water, power, and other things that are needed for the completion of the Project.
6. The Bidder has determined the availability and adequacy of personnel and workers needed for the work and the prevailing wage scales, union scales, benefits and working conditions.
7. The Bidder is familiar with the requirements of applicable laws that affect the work.
8. The Bidder has considered prevailing weather and climate conditions as well as uncertainties of weather and similar physical conditions affecting the site.
9. The Bidder has submitted its Bid based on its own examination, investigation and evaluation of factors and conditions, and is not acting in reliance upon any opinions or representations of the County except as stated in this Invitation to Bid.
10. The Bidder is bound by and will comply with all requirements, Specifications, Plans, terms, and conditions contained in this Invitation to Bid, including Project Specifications and all other Bid Documents, and the Bidder will complete the Project in accordance with the Bid Specifications, Plans and requirements, and will comply with the terms of the resulting Contract upon award.
11. The Bidder is deemed to waive any claim that the Bidder was mistaken about conditions that will affect the Work or the requirements of the Contract Documents.
12. The Bidder will comply with all applicable laws in the submission of the Bid and the performance of the contract if awarded the bid, including but not limited to all applicable OSHA laws, the Davis-Bacon Act, and laws on prevailing wage rates requirements.
13. The Bidder has an employee drug testing program in place.
14. The Bidder has not discriminated against minority, women, or emerging small business enterprises in

obtaining any required Subcontracts, and that the Bidder is not in violation of any discrimination laws.

- 15. Each Subcontractor will be registered with the Construction Contractor’s Board, if registration is required by Applicable Laws, before the Subcontractor commences work under the Contract.
- 16. The County shall not be liable for any expenses incurred by Bidder in preparing and submitting its Bid.
- 17. The bid submitted herewith is a firm offer, irrevocable, valid, and binding on the Bidder.
- 18. The Bidder has received the following Addenda in formulating this Bid Response:

Addendum No. _____ Date _____

Addendum No. _____ Date _____

Addendum No. _____ Date _____

SIGNATURE: _____

DATE: _____