

## Agenda – Pre-Bid Meeting, July 16, 2024 – 11:00 AM

Items below represent some of the items involved in bidding this project. Contractors must refer to the bid documents for a complete specification. Oral statements may not be relied upon and will not be binding or legally effective.

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|---------------------------------------|--|
| Project                               | Stairway Landing Replacement at Windsor Heights Apartments   |
| Bid due date and time                 | Tuesday, July 30, 2024 by 2:00 PM  |
| Questions                             | In writing up to seven days prior to bid opening. All responses will be in the form of an addendum.  |
| Addenda                               | Must be acknowledged on Bid Form; check KCHA’s website prior to submitting bids:<br><a href="http://www.kcha.org/business/construction/open/">http://www.kcha.org/business/construction/open/</a> .  |
| Plan Holders List                     | To be added to the Plan Holders list, please go to KCHA’s website at <a href="https://www.kcha.org/business/construction/open">https://www.kcha.org/business/construction/open</a> , select the project you are interested in, provide your information, select “add me to plan holders list”, and click submit.                           |
| Bidder Qualifications                 | <b>Qualifications include three years in business registered as a contractor and <u>under the same name in Washington State</u>, completed the L&amp;I public works training, and have a Workers Comp Experience Factor of 1.0 or better (the experience factor requirement may be waived after review of written explanations) RCW 39</b> |
| Bid Guarantee                         | NOT Applicable to this project.  |
| Performance and Payment Bond          | 100% Performance and Payment Bonds required upon Contract Award. On contracts of one hundred fifty thousand dollars (\$150,000.00) or less, at Contractors option the requirement may be waived in lieu of an additional 5% (total 10%) retainage.   |
| Tax (included in bid price)           | Retail Sales Tax does not apply to labor costs. Tax does apply to Materials as stated in WAC 458-20-17001.   |
| Prevailing Wages                      | Washington State Prevailing Wages do apply to this project; residential rates may be used when available.  |
| Permits                               | Owner has secured the Building Permit. Contractor is responsible for obtaining and paying for all other necessary permits and for the coordination of all required inspections.  |
| Payment Terms                         | 30 days from date of invoice approval.   |
| Retainage                             | 5% or 10% held until 45 days after final completion and release from L&I, DoR, Employment Security (above \$35K) and Affidavit of Wages Paid filed.  |
| Occupied Buildings                    | Fully occupied and access must be coordinated with the Owner.  |
| Contract Duration                     | 60 calendar days.  |
| Work Hours                            | Between 8:00 a.m.-6:00 p.m. Monday-Friday (excluding holidays).  |
| Time Extension                        | Time extensions will be considered for outside delays such as review and inspections and weather days. Additional funds will not be paid for extensions.   |
| Material Storage                      | Four parking spaces will be available for storage. Vehicles should be parked off site.   |
| Scope                                 | Work consists of, but is not limited to, replacing four (4) exterior stairway landings, and other tasks as indicated in the plan and specifications.   |
| Submittals                            | Substitution requests will be reviewed after bid opening.  |
| Bid Documents                         | Available on KCHA’s website: <a href="http://www.kcha.org/business/construction/open/">www.kcha.org/business/construction/open/</a>  |
| Forms to submit with bid              | Bid Form completed and signed<br>Bidder’s Information completed and signed   |
| Acceptable methods of Bid Submission: | Complete Bids must be received by the Due Date and Time by the following method:<br>Email to: <a href="mailto:MichelleJ@kcha.org">MichelleJ@kcha.org</a> , or mail to: King County Housing Authority,<br>Attn: Michelle Jackson, 600 Andover Park W., Seattle, WA 98188  |