

Proposal Form

Confluence of Conservation Restoration Project

Coquille Watershed Association
Attn: Anna Pfeifer
390 N. Central Blvd.,
Coquille OR 97423
apfeifer@coquillewatershed.org

This Proposal is being made to The Coquille Watershed Association, a State of Oregon non-profit corporation (“CoqWA” or “Owner”) in the form of a sealed proposal (the “Proposal”) with respect to the project known as “Beaver Hill Wetland Reserve Restoration Project” (the “Project”), located near Leneve, in Coos County, Oregon (the “Site”). The undersigned (“Bidder”) is making this Proposal pursuant to the terms of the Request for Proposals for the Project, dated October 27, 2021 (the “RFP”), a copy of which was supplied to Bidder by or on behalf of CoqWA and has been reviewed in its entirety by Bidder. The RFP and all of the documentation required of a proposed bidder on the Project under the terms of the RFP are sometimes hereinafter referred to collectively as the “Proposal Documents”.

Name of Bidder: _____

Business License Number: _____ Federal Tax Id No: _____

Contact Person(s): _____

Place of Residence (if individual): _____

State of Incorporation/Formation (for entities): _____

Business Mailing Address: _____

Shipping Address (if different): _____

Telephone Number: _____

Email: _____

Pursuant to and in compliance with the RFP, the undersigned Bidder, having become familiar with the conditions at the Site and otherwise affecting the performance of the Project; the cost of the work to be done in carrying out the Project (collectively, the “Work”); the terms of the Proposal Documents; and the form of the Contract to be awarded to the successful bidder (the “Contract”); hereby proposes and agrees to perform the Work within the time stipulated in the Proposal Documents and to provide and furnish any and all labor, materials, equipment, transportation, utilities, and services necessary to perform and complete the Work in a workmanlike manner and in strict conformity with the requirements contained in the Proposal Documents, including any addenda referenced below, for the amount(s) and/or at the rates indicated below (collectively, the “Proposal Price”).

By signing and submitting this Proposal to CoqWA, Bidder hereby represents, warrants, acknowledges, and agrees to and with CoqWA, or certifies to CoqWA (as applicable), as follows:

1. Proposal. Bidder hereby offers to carry out and complete the Work for the Proposal Price, made up of the price(s) and/or rates, and according to the budget, which are more particularly described in Schedule 1 to this Proposal, and Bidder has checked all of the figures contained in this Proposal carefully and understands that CoqWA will not be responsible for any errors or omissions on the part of Bidder in making this Proposal.
2. Quantities. Bidder understands that the quantities mentioned in the RFP are approximate only and are subject to increase or decrease, and hereby proposes to perform all quantities of work as either increased or decreased in accordance with the terms of the Contract.
3. Proposal to Remain Open. This Proposal, unless withdrawn prior to the scheduled closing time for receipt of Proposals, or thereafter when permitted under the terms of the RFP, shall remain valid and will not be withdrawn by the undersigned Bidder for a period of thirty (30) days after the scheduled closing time for receipt of Proposals.
4. Responses to CoqWA Concerns. Bidder hereby responds to CoqWA's concerns about the following issues as indicated below, with such responses being continued/contained on attached schedules to the extent indicated below in each case:
 - (a) Minority- and Women- Owned Business Enterprises. Is the Bidder's firm at least 51% minority- or women-owned, controlled and operated: ____ Yes ____ No

If the answer is "yes", identify the % of minority- or women-ownership, control and operation:

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- (b) Additional Information. Please provide any other information you feel would help CoqWA's selection committee evaluate your firm for this Work.

5. License(s). By execution of this Proposal, the undersigned Bidder declares that Bidder holds the following license(s) relevant to the Work, in accordance with the applicable licensing laws where the Project is to take place, as follows:

Classification: _____

License number: _____

Expiration date: _____

6. Interested Persons. The names of all persons interested in this Proposal as principals are as follows:

If Bidder or another interested person is a corporation, state the legal name of the corporation, its state of incorporation, and the names of the president, secretary, treasurer, and manager thereof.

If Bidder or another interested person is a partnership or other form of legal entity, state the name and form of the entity, its state of formation, and the names of all the individual partners, members, joint ventures or others with an interest in the entity.

If Bidder or another interested person is an individual, the person's state of legal residence, and the first and last names in full, and give all fictitious names under which the individual does business.

7. Notices. Bidder understands that, except as noted below, notice of acceptance of this Proposal, any requests for additional information, and any other notices to Bidder with respect to this Proposal shall be given in writing and addressed to Bidder at the business address for Bidder which is set out above. Each such notice or request shall be deemed given either upon actual delivery (or attempted delivery) to such address (whether personally or via courier), or three calendar days after being placed in the US mail, postage prepaid, addressed to Bidder at such address. However, Bidder understands that CoqWA may, if it chooses, elect to respond by email to questions from Bidder, at the email address provided in this Proposal.

8. Attachments. Attached to these Proposal cover pages and incorporated into this Proposal by this reference are the following required items, in the forms required under the RFP:

- (a) Schedule 1 –Proposal price sheet;
- (b) Schedule 2 – List of references for similar projects completed;
- (c) Schedule 3 – List of proposed subcontractors and suppliers;
- (d) Schedule 4 – Insurance requirements

9. Requirements Upon Award. If this Proposal is accepted by CoqWA and notice of such acceptance is timely delivered to the undersigned, then the undersigned shall, within ten (10) days after receipt of such notice, execute and deliver to CoqWA:

- (a) the Contract, in the form required under the RFP, as prepared by CoqWA;
- (b) the insurance certificates required under the RFP and the Contract; and
- (c) such other documentation as may be required under the Contract.

Thereafter, the undersigned will commence and complete the Work within the time required by the Contract.

10. Bidder's Acknowledgment, Certification, and Agreement as to its Proposal. By submitting this Proposal, Bidder shall be deemed to acknowledge, certify, and agree to and with CoqWA that Bidder:

- (a) has taken steps reasonably necessary to ascertain the nature of and location of the Work;
- (b) has investigated and satisfied itself as to the general and local conditions that can affect the Work or its cost, including but not limited to:
 - (1) conditions bearing upon acquisitions, transportation, disposal, handling, and storage of materials;
 - (2) the availability of labor, materials, water, electric power, and access via roads or waterway;
 - (3) uncertainties of weather, river stages, tides, or similar physical conditions at the Site;
 - (4) the conformation and condition of the ground and any shoreline or riparian area;
 - (5) the character of equipment and facilities needed preliminary to and during Work performance; and
 - (5) the Site's biological, chemical, and associated physical hazards;

(c) has satisfied itself as to the character, quality, and quantity of surface and subsurface materials or obstacles to be encountered, insofar as this information is reasonably ascertainable from an inspection of the Site as well as from the Proposal Documents and other information made a part of the RFP; and

(d) has satisfied itself as to the adequacy of time allowed for the completion of the Work.

11. Addenda. Bidder has received, reviewed, and understands, the following Addenda to the original Proposal Documents (list all Addendums associated with this Proposal packet):

Addendum Number	Date of Addendum

(rest of page intentionally left blank)

In witness whereof, this Proposal is being executed and delivered by Bidder as of the date(s) set forth below

If Bidder consists of or includes one or more corporations, partnerships, or other forms of legal entity, the full legal name of the entity shall be set forth in the signature block below, together with the signature(s) of the officers, partners, or other individuals authorized to sign contracts on behalf of and to bind the entity.

By: _____
(Signature)

Print Name: _____

Print Title: _____

Print Date: _____

If Bidder consists of or includes one or more individuals, the following form of signature block is to be used for each of such individuals:

Signature: _____

Print Name: _____

Print Date: _____

Schedule 1

Phase I Bid Price Sheet

Bid Item	Units	Contract Quantity	Unit Price	Extended Cost
Project team kick-off meeting (virtual)				
Data collection and evaluation of current conditions				
Hydrologic & hydraulic analyses				
Wetland Delineation Report				
Travel to Myrtle Point, Oregon for field work				
Other: Please line item and justify additional expenses (such as material and supplies) for the completion of the design and engineering of the project				
TOTAL:				

Schedule 1

Phase II Bid Price Sheet

Bid Item	Units	Contract Quantity	Unit Price	Extended Cost
Project management and team meetings (virtual and in-person)				
Alternatives analysis for restoration designs, access road crossings & culverts, and county road culverts (equivalent to 30% engineering designs)				
Travel to Coquille, Oregon to attend project team meetings, and present proposed designs to the team				
Other: Please line item and justify additional expenses (such as material and supplies) for the completion of the design and engineering of the project				
TOTAL:				

Phase III Bid Price Sheet

Bid Item	Units	Contract Quantity	Unit Price	Extended Cost
Project team meetings (virtual and in-person)				
60% engineering and design of preferred alternative				
90% engineering and design to meet permitting and construction standards				
Development of a project bidding documents				
Developing an Erosion Control Plan for project implementation				
Development of DSL/ USACE/ NMFS/County Planning required Floodplain Certification understanding that current actions are unknown				
100% finalized engineering designs and construction drawings				
Travel to Coquille, Oregon to attend project team and contractor meetings				
Other: Please line item and justify additional expenses (such as material and supplies) for the completion of the design and engineering of the project				
TOTAL:				

Schedule 4

Insurance and Security

*Contractor is responsible to comply with all federal, state, county and local laws, ordinances and regulations applicable to this contract. At the time or request for proposal the information listed below was known additional coverages may be required or change.

INSURANCE: The CoqWA shall have no obligation to CONTRACTOR until CONTRACTOR has fully complied with the following requirements. CONTRACTOR must carry insurance policies offering the following minimum coverage levels and provide Certificates of Coverage to the CoqWA before work commences.

_____ Commercial General Liability

- \$1,000,000 Each Occurrence
- \$2,000,000 Policy Aggregate
- \$10,000 Premise Medical

_____ Automobile –Liability covering owned, hired and non-owned vehicles.

_____ State or Private Accident Insurance – Workers Compensation

The Commercial General Liability and Automobile policies shall reference as additional insured as follows and copies be provided to:

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