

INVITATION TO BID
FOR
THE CITY OF McMinnville

CITY FACILITY HVAC PREVENTIVE MAINTENANCE SERVICES

Project No. 2022-3

Sealed bids for the **CITY FACILITY HVAC PREVENTIVE MAINTENANCE SERVICES, Project No. 2022-3** will be received by Jeff Gooden, Engineering Technician at the Community Development Department, 231 Northeast Fifth Street, McMinnville, Oregon 97128, until the bid closing time of 2:00 p.m., on the 7th day of April 2022, at which time the bids will be publicly opened and read. Bidder shall submit the required first-tier subcontractors disclosure form within two working hours of the bid closing time. Bidders whose bids and/or disclosure statements are received after the stated times will be considered non-responsive and their bids will not be considered.

The Contractor shall provide HVAC inspection and preventive maintenance services on the City facilities listed below. The inspection and preventive maintenance requirements for each building are outlined on the individual worksheets that follow these technical specifications. The specific buildings and areas covered by this contract are as follows:

1. McMinnville Public Library, 225 NW Adams Street
2. McMinnville Chamber of Commerce, 417 NW Adams Street
3. McMinnville City Hall, 230 NE Second Street
4. Community Development Center, 231 NE Fifth Street
5. McMinnville Community Center, 600 NE Evans Street
6. McMinnville Senior Center, 2250 NE McDaniel Lane
7. Oregon State Police Building, 3975 Cirrus Avenue
8. Airport Maintenance Hangars, 4006 & 4010 Cirrus Avenue
9. McMinnville Public Works Shops, 1900 NE Riverside Drive
10. Kent L. Taylor Civic Hall, 200 NE 2nd Street

The anticipated notice to proceed for the project work is July 1, 2022.

The Contract Documents, including the specifications, for the above project may be obtained free of charge at the following website: <http://www.mcminnvilleoregon.gov/rfps>. **Any other questions should be directed to Jeff Gooden, by email: jeff.gooden@mcminnvilleoregon.gov or by telephone: (503) 434.2363.**

Contractors must be qualified in accordance with the applicable parts of ORS 279C in order to enter into a contract with the City. Among other factors that will be considered, the City will only award a contract to a contractor that is able to demonstrate that they have completed previous contracts of a similar nature with a satisfactory record of performance, and that demonstrate that they have a satisfactory record of integrity. The City may investigate to determine the qualifications of the bidders as part of the evaluation of the bids, and the City may reject a bid that does not comply with the prescribed public contracting procedures and requirements, including the requirement to demonstrate the bidder's responsibility under ORS 279C.375(3)(b).

This project is for goods and services subject to the prevailing rates of wage requirements of ORS 279C.800 to 279C.870, and the City will not receive or consider a bid unless the bid contains a statement by the bidder that the bidder will comply with ORS 279C.838 or 279C.840. Contractor licensing under ORS 468A.720 for asbestos abatement is not a requirement of this project. No bid shall be considered unless the bidder is licensed by the Oregon Construction Contractors Board or the State Landscape Contractors Board. Each bid must also identify whether the bidder is a resident bidder, as defined by ORS 279A.120.

Bids must be submitted on the prescribed forms and must be accompanied by certified check, cashier's check, or bid bond executed in favor of the City in an amount equal to ten percent (10%) of the amount bid.

The City reserves the right to reject any and all bids, to waive any irregularities, and to accept the bid deemed in the best interest of the City. The City may reject any bid not in compliance with all prescribed public bidding procedures and requirements, and may reject for good cause any or all bids after finding that doing so is in the public interest.

Jeff Gooden, Engineering Technician
CITY OF McMINNVILLE

Dated at the City of McMinnville, this 7th day of April, 2022.

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