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City of Sandy
Invitation to Bid (ITB) – Public Improvement
Construction of the City of Sandy Deer Pointe Park

Bids due and Bid Closing Date and Time: Thursday, May 22, 2025 at 2:00 PM

First Tier Subcontractor Disclosure due: Not later than Thursday, May 22, 2025 at 4:00 PM

Published: May 1, 2025

The City of Sandy, referred to as the "City" or "Owner," is inviting sealed bids from qualified contractors capable of undertaking the construction of **Deer Pointe Park**, a new neighborhood park development located at **18200 Meadow Avenue, Sandy, OR 97055**. The site spans approximately **3.16 acres**.

The project scope includes, but is not limited to:

- Site grading and erosion control
- Right-of-way improvements along Fawn Street and Meadow Avenue
- Installation of water service, fiber conduit, and irrigation systems
- Construction of ADA-accessible concrete pathways
- Playground area creation and surfacing
- Landscaping and turf preparation
- Owner provided and owner installed prefabricated picnic shelter
- Coordination for an owner-provided, contractor-installed covered basketball shelter

Additional requirements for the project include:

- Compliance with City of Sandy design standards, the Dark Sky Ordinance, and applicable ADA regulations
- Implementation of tree protection measures in coordination with a certified arborist
- Construction of on-site stormwater detention facilities as designed
- Installation of site furnishings and street trees
- Coordination with the project owner and the City's contracted landscape architect throughout construction
- Coordination with public utilities and adherence to recorded easements and dedications

The City reserves the right to reject any or all bids or to waive any informalities in the bidding process. All proposals must be submitted in accordance with the Instructions to Bidders included in the bid documents.

This ITB includes:

- Contractor to complete the scope of construction of the park elements.
- Construction of all items as specified in the Invitation to Bid design documents.
- All labor, construction project management, supplies, tools, materials, and equipment required per scope of work.

Contractor and all subcontractors are required to have a valid City of Sandy business license and pay all applicable Transit taxes prior to beginning project work.

There is no pre-qualification process for this ITB. An optional pre-bid conference will be held on **Thursday, May 8th, 2025, 9:00 AM**. The pre-bid conference will be held **Virtually via Zoom (link on page 6)**.

Submission and Deadline of Bid:

Bids shall be submitted on **May 22, 2025, at 2:00 PM to Rochelle Anderholm-Parsch, Parks and Recreation Director, or Chelsea Jarvis, Executive Assistant at 38348 Pioneer Ave, Sandy, OR 97055** in a sealed envelope. Late bids will be rejected as non-responsive. A public bid opening will be held at 2:00 PM on May 22, 2025. First-tier subcontractor disclosures will be due no later than 4:00 PM on May 22, 2025 and must be submitted in a sealed envelope and in the same manner as the bids, as described in the ITB documents. The City must reject a bid if the bidder fails to submit the disclosure form by the deadline.

All communication and correspondence pertaining to this ITB should be directed to the City Project Manager:

Rochelle Anderholm-Parsch by e-mail at randersholmparsch@ci.sandy.or.us. Copy all email communication to cjarvis@ci.sandy.or.us (*email is not deemed submitted until receipt is confirmed*).

ITB Addenda:

The City may issue addenda to this ITB. Proposers should confirm that they have provided their email contact information at the time of obtaining this ITB. All addendas and responses to questions will be posted on the City's bid site (<https://www.ci.sandy.or.us/rfps>). Proposers should check the City's bid site frequently until closing.

Request for Change or Protest:

Requests for changes to or protests to this ITB must be addressed to the City Project Manager by no later than May 14th, 2025 AT 10:00 AM. The request or protest must include the specific changes requested, and the reason for requested changes supported by factual documentation, and any proposed changes, as further specified in Section 1.07 of the Summary and Instruction to Bidders.

Bidder Requirements:

Bidders must be qualified in accordance with the applicable parts of ORS 279 in order to enter into a contract with the City for public work in Oregon. Bidders are required to complete the Bidder Responsibility Information. The City will investigate and determine the qualifications of the apparent lowest bidder as part of its evaluation of the lowest responsive and responsible bid.

This ITB is for construction of a Public Improvement subject to ORS 279C.800 to 279C.870 (Oregon's prevailing wage law). As required by Oregon's prevailing wage law or the Davis-Bacon Act (40 USC 3141 to 3148), no bid will be received or considered by the City unless the bid form contains, or is accompanied by, a statement by the bidder that it agrees to be bound by and will comply with the provisions of 279C.838, 279C.840, or 40 USC 3141 to 3148. Contractor licensing under ORS 468A.720 for asbestos abatement is not a requirement of this project. Each bid must contain a statement as to whether the bidder is a resident bidder as defined in ORS 279A.120. Each bid must contain a statement as to whether the bidder is registered with the Oregon Construction Contractors Board in accordance with the provisions of ORS 279C.365 or the state landscape contractors board in accordance with the provisions of OAR 137-049-0239, as applicable. The City will not receive or consider a bid unless the bidder is so registered. Each bid must contain a non-discrimination certification in obtaining required subcontractors in accordance with ORS 279A.110(4). Pre-qualification of Proposers is not required. Questions about the ITB may be directed to Rochelle Anderholm-Parsch, Parks and Recreation Director, email: randersholmparsch@ci.sandy.or.us.

Bidders are advised that any materials submitted in response to this Invitation to Bid are subject to the Oregon Public Records Law (ORS 192.311 to 192.478) and may be disclosed to the public upon request.

If a bidder considers any portion of its submittal to contain trade secrets or otherwise confidential information,

those sections must be clearly labeled as such. The City will take reasonable measures to maintain the confidentiality of such materials, but makes no guarantee that records will be exempt from disclosure under public records laws.

By submitting a bid, the bidder acknowledges and agrees that the City shall not be liable for disclosure of any information required to be disclosed under applicable law.

City Rights:

City reserves the right to cancel this ITB, reject any and all bids not in compliance with all prescribed public contracting procedures and requirements, including bidder responsibility under ORS 279C.375(3)(b), and may reject for good cause any and all bids upon the City's finding that it is in the City's or the public's best interest to do so. The City reserves the right to waive informalities and to award the contract to the qualified lowest responsive and responsible bidder.

Obtain Invitation to Bid:

1. Email.
 - a. Submit a request for the ITB by email to:
 - i. randersholmparsch@ci.sandy.or.us and copy cjarvis@ci.sandy.or.us (email is not deemed submitted until receipt is confirmed).