

## INVITATION TO BID

### KITSAP COUNTY DEPARTMENT OF HUMAN SERVICES PACIFIC BUILDING CONVERSION PROJECT PROJECT # 2023- 049

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**BID OPENING:**            Date: **December 6, 2023**            Time: **2:00 PM**

#### **SPECIAL FUNDING CONSIDERATIONS**

This project is funded in part by:

- US Federal Government – American Recovery Plan Act (ARPA)
- Kitsap County & State of Washington – Community Dev. Block Grant Cares Act (CDBG-CV)
- Kitsap Countywide Coordinated Grant

#### **BID PROCESS**

**Kitsap County will post all relevant project information, Invitation to Bid, Drawings, Project Manual and Addenda(s) on its website at [www.kitsapgov.com/purchasing/bids.htm](http://www.kitsapgov.com/purchasing/bids.htm). It will also post project information in *The Kitsap Sun* and *The Daily Journal of Commerce*.**

At bidder's sole expense, project information, drawings and project manuals can be obtained from the American Reprographics Company (ARC) Public Plan Room on their website at <https://customer.e-arc.com/arcEOC/ARCPlanRoom.aspx> or visit their office located at 632 Broadway, Tacoma, WA 98402. Telephone (253) 383-6363 Fax: (253) 272-4064.

Bids delivered in person or by private carrier (UPS, Federal Express, etc.) must be received by Kitsap County Purchasing during business hours Monday – Friday between 8:00 AM and 4:00 PM.

Bids mailed or delivered to Kitsap County shall be addressed to:

#### **Mailing Address**

Glen McNeil, Purchasing Supervisor  
Kitsap County Purchasing Office  
614 Division Street, MS-7  
Port Orchard, WA 98366

#### **Physical Address (Drop off or delivery)**

Glen McNeil, Purchasing Supervisor  
Kitsap County Administration Building  
Purchasing Office – 4<sup>th</sup> Floor  
619 Division Street  
Port Orchard, WA 98366

#### **Contact Information**

Phone: (360) 337-4789  
Email: [Purchasing@kitsap.gov](mailto:Purchasing@kitsap.gov)

#### **BID OPENING**

Kitsap County Purchasing Supervisor will publicly open sealed bids on **December 6, 2023 @ 2:00 PM** at the following location:

Kitsap County Administration  
Building Commissioners Chambers  
3rd Floor 619 Division Street  
Port Orchard, Washington 98366

All bids received prior to the deadline will be publicly opened and read aloud. Bids received after the day and time stated above will **not** receive consideration. Kitsap County reserves the right to postpone the Bid opening.

#### **DESCRIPTION OF PROJECT**

Existing one (1) story, 20,040 SF former fitness center to be renovated into a new 75 bed co-shelter congregate care living facility for unhoused adults, families and companion animals.

Interior scope includes: Reconfiguration of walls and doors; new MEP systems and associated slab infill to support new shower/toilet facilities, commercial warming kitchen, pet care/kennel rooms, and more; interior finish upgrades throughout, no increase in floor area.

Exterior scope includes: New doors, canopies, exterior lighting, siding replacement, re-roofing, and paint; on-ground and rooftop mechanical equipment; repairs to existing siding systems and fenestrations to remain; infill of wall openings and penetrations.

Site development includes: Frontage improvements, new generator, crease interceptor, remote FCD and precast vault, sewer pump, hardscape, landscape, site lighting, CMU walls, dumpster enclosure; fencing repair/replacement, building and monument sign replacement, parking lot reconfiguration and restriping.

### **ENGINEER'S ESTIMATE**

The Engineer's estimated project construction costs: \$7,300,000.00 to \$8,300,00.00

### **PRE-BID MEETING - MANDATORY**

As a condition of **project** grant funding, a mandatory pre-bid meeting will be held on **November 6, 2023 at 10:00 AM** at the Kitsap County Pacific Building, 4459 SE Mile Hill Drive, Port Orchard, WA 98366. The meeting is intended to provide a review of contract terms and conditions between bidders, owner, and architect prior to bidding the project. Any changes resulting from this conference will be made by Addenda following the meeting. To best comply with current COVID-19 health and safety guidelines, meeting participants are required to adhere to the current Centers for Disease Control and Prevention Guidelines.

### **CONDITIONS**

This project is subject to meet Washington State prevailing wages rates and Federal Labor Standards Provisions Davis Bacon wage laws as explained in HUD form 4010. All work performed on the project will be subject to the approved wage determination rates in the Bid documents. No contract shall be made to parties listed as debarred or suspended in the Federal System for Award Management (SAM).

The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 1701 U (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance shall to the greatest extent feasible, be directed to low-and very low-income persons. Section 3 businesses are encouraged to submit bid proposals.

Kitsap County hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to the advertisement, Small, Women, and Minority Business Enterprises and labor surplus area firms will be afforded full opportunity to submit bids in response to this Call for Bids and will not be discriminated against on the grounds of race, color, sex, or national origin in consideration for an award. Minority Business Enterprises will be required to meet all requirements of law as related to Kitsap County contracts, including the provision of the Equal Employment Opportunity and Affirmative Action Plan on the basis of any other bidder.

### **CONTACT PERSON**

All questions from prospective Bidders must be submitted in writing via email to:

**Glen McNeill, Purchasing Program Supervisor at: [gsmcneill@kitsap.gov](mailto:gsmcneill@kitsap.gov).**

Substitution Requests must be received no later than seven (7) working days prior to receipt of Bids and will be reviewed by the Architect. Requests received after that time may be considered or rejected at the discretion of the Architect.

**Published: October 26, 2023 and November 2, 2023**