

**REQUEST FOR PROPOSALS - ADVERTISEMENT  
CITY OF AUBURN  
CONTRACT NOS. JOC16-(A/B)  
2016 JOB ORDER CONTRACTING**

The Office of the City Clerk will receive sealed proposals at the City Clerk's Office at Auburn City Hall, 25 West Main Street, Auburn, Washington until **11:00AM PDT on Thursday, May 19th, 2016**.

City of Auburn intends to establish up to two contract(s) with qualified firm(s) to accomplish Public Works projects on an as needed basis in accordance with RCW 39.10.430 Job Order Contracting.

City of Auburn is accepting proposals from experienced general construction firms. Contract(s) will be awarded through an advertised multi-phased process. Using the evaluation factors and the relative weight of the Adjustment Factors published in the Request for Proposals (RFP), the City may award contracts to up to two firms submitting the highest scored final proposals. The City anticipates that job orders may be issued for various types of work including, but not limited to repair, replacement, and improvements to streets, traffic signals, street lights, sidewalks, intelligent transportation systems, utility pipes and appurtenances, utility pump stations, well systems, water reservoirs, SCADA and telemetry, control systems, and building facility repair.

Disadvantaged, Minority, and Women's Business Enterprises are encouraged to respond. The City of Auburn does not discriminate on the grounds of race, color, religion, national origin, sex, sexual orientation, age or handicap in consideration for a project award. Prevailing wages apply to the installation, configuration, and training work under this RFP.

**A non-mandatory pre-proposal meeting will be held at the City of Auburn, 1 East Main Street, 2<sup>nd</sup> Floor, Conference Room 2, on May 5<sup>th</sup>, 2016 from 1:00PM to 3:00PM.**

The Base Term of the Contract is two (2) years from date of contract execution. The Contract may be extended for an additional one year period by the City, at the City's discretion, with approval from Contractor(s). The Minimum Contract Value for each awarded Contract is \$25,000.00. The awarded Contractor(s) are each guaranteed to receive the opportunity to perform Job Orders totaling at least \$25,000.00 during the Base Term of the Contract. The Estimated Annual Value for the City's JOC program is \$2,000,000.00. If multiple Contracts are awarded, the Estimated Annual Value will be distributed among the awarded Contractors. The Contractor may be issued Job Orders exceeding the Estimated Annual Value during any year of the Contract. The Contractor is not guaranteed to receive this volume of Job Orders. It is merely an estimate. The City has no obligation to issue Job Orders in excess of the Minimum Contract Value.

The City reserves the right to issue up to the maximum amount specified in RCW 39.10.440. The Maximum Contract Value shall not exceed the value set forth in RCW 39.10.440.

**PROPOSAL EVALUATION**

Proposals will be evaluated in two phases:

- Phase 1: Qualification criteria with the exception of Adjustment Factors
- Phase 2: Adjustment Factors

The City may choose to interview all proposers, only the top ranked proposers, or not conduct interviews. The City may, at its option, conduct site visits and call references to assist in the evaluation of the proposer's experience and key personnel qualifications.

## **PROPOSAL EVALUATION CRITERIA**

Phase 1 Evaluation	
Qualification Sheet (Proposal Form A)	10%
Comparable Construction Experience (Proposal Forms B & C)	20%
Key Personnel Assigned to the Contract (Proposal Forms D & E)	15%
Ability to Manage Multiple Subcontractors (Proposal Form F)	15%
Local and Disadvantaged Business Utilization Plan (Proposal Form G)	10%
Receipt of Addenda (Proposal Form H)	Y or N
Certification (Proposal Form I)	Y or N
Proposal/Bid Bond or Deposit	Y or N
Phase 2 Evaluation	
Adjustment Factor Proposal Form (Proposal Form J)	30%
Total:	100%

The complete Request For Proposals is available through the City of Auburn's website at [http://www.auburnwa.gov/doing\\_business/rfb\\_rfp.htm](http://www.auburnwa.gov/doing_business/rfb_rfp.htm). All questions regarding the RFP shall be submitted by e-mail only to [jsweeting@auburnwa.gov](mailto:jsweeting@auburnwa.gov) with the subject line "2016 On Call Contracting".

The City reserves the right to reject any and all proposals that are not prepared and submitted in accordance with this advertisement, the RFP, or the Specifications, waive technicalities or irregularities and to accept any proposal if such action is believed to be for the best interest of the City of Auburn.

**Intended dates of publication: Seattle Daily Journal of Commerce and Seattle Times – Tuesday April 19<sup>th</sup>, 2016 and Tuesday April 26<sup>th</sup>, 2016.**