BID FORM

SERVICE CONTRACT INFORMATION
A. Contract Name: Management and Maintenance of Hewitt and Holcomb Parks, Baker County (2020)

B. Area of Service: Hewitt and Holcomb Parks
   41132 Robinette Road
   Richland, OR
   Baker County, Oregon

C. Owner’s Name: Baker County Board of Commissioners

BIDDER INFORMATION
A. Bidder’s Name: ____________________________________________

B. Bidder’s Address: __________________________________________
                      __________________________________________

C. Bidder’s Phone #: __________________________________________

D. Bidder’s Email: ____________________________________________

E. Indicate which one of the following best describes your business organization by placing a check in the area provided and insert information requested:
   _____ A Corporation organized and existing under the laws of the State of _______________; or
   _____ A partnership registered under the laws of the State of _______________; or
   _____ An individual doing business under an assumed name registered under the laws of
      The State of ______________ or;
   _____ An individual doing business under his/her own name.

BIDDING DOCUMENT
The undersigned agrees that the following documents constitute the Bidding documents:
   A. Advertisement for Request for Proposals
   B. Instruction to Bidders
   C. Bid Form (including required attachments)
   D. Proposed Contract Documents
   E. Any and all Addenda issued prior to the Bid due date
BID
Having carefully examined the services required under the tentative service Contract as well as the premises and conditions affecting performance and cost of work, and the Contract documents listed above, the undersigned proposes and agrees to fully perform all work including the furnishings of all labor, and some equipment and to have on-site representation year-round, at Hewitt and Holcomb Parks and any other services required to manage and maintain Hewitt and Holcomb Parks, all in strict accordance with all documents therewith, for the lump sum of:

TOTAL BID: $____________________________

INSURANCE
The undersigned certifies that Bidder, if awarded contract, will be able to provide commercial liability insurance with a minimum of $1,000,000 limit per occurrence and that Bidder will name the County as additional insured within ten (10) days of receiving Notice of Award of this Bid.

SURETY CERTIFICATION
The undersigned certifies that Bidder (or a representative of Bidder that will be on-site) has American Red Cross First Aid certification and CPR certification, or will obtain such certification within (30) days of receiving Notice of Award of this Bid and will provide written documentation of such certifications to the County (attach certifications to the Bid Form).

CONTRACT AND BOND
The undersigned agrees, if awarded the Contract, to deliver to the owner within fourteen (14) days after receiving the Notice of Award, and executed Contract, together with the satisfactory miscellaneous indemnity bond in the amount of $10,000, payable to Baker County, for the handling of park fees. The Surety requested to issue bond will be:

Name of Surety Company: ______________________________
Address: ____________________________________________
____________________________________________________
Phone Number: ______________________________

The undersigned hereby authorizes said Surety Company to disclose any information to Baker County concerning the undersigned’s ability to supply a bond in the amount of $10,000.
NON-COLLUSION
The undersigned certifies that:

1) This Bid has been arrived at independently and it is submitted without collusion, and without any agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment, or services to limit independent Bidding or competition; and
2) The contents of the Bid have not been communicated by the undersigned or its employees or agents to any person not an employee or agent of the undersigned or its surety or any bond furnished with the Bid, and will not be communicated to such person prior to the official opening of the Bid.

DISCRIMINATION IN SUBCONTRACTING PROHIBITED
The undersigned certifies that he/she has not discriminated against minority, women or emerging small business enterprises in obtaining any subcontracts.

WITHDRAWAL
The undersigned agrees that his/her Bid may not be withdrawn after it has been submitted for thirty (30) days after opening the Bids.

MODIFICATION/TERMINATION
The undersigned agrees that the County shall have the right to modify/terminate any Contract entered into by a successful Bidder in the event weather or other conditions affecting access to the water through the parks will severely decrease or curtail the use of the parks.

SIGNATURES
Name of Firm: _________________________________________
By: _________________________________________
Title: _________________________________________
If Corporation, attest _________________________________________

(Secretary of Corporation)
Date: _________________________________________

*If Bid is by a partnership, then one of the partners must sign the Bid*

PLEASE ATTACH THE FOLLOWING TO THIS BID FORM:

1. A RESUME OF WORK EXPERIENCE/EDUCATION
2. PERSONAL AND CREDIT REFERENCES
3. A STATEMENT/LETTER OF INTEREST

THIS BID FORM IS NOT COMPLETE AND WILL NOT BE CONSIDERED BY THE COUNTY UNLESS THE ABOVE-MENTIONED MATERIAL IS ATTACHED TO THIS BID FORM.