



## INVITATION TO BID

- I. Project** **Kruger Road and Parrett Mountain Road Broadband Extension**
- II. Contact Information** Todd Hurd  
Network Engineer  
City of Sherwood/Sherwood Broadband  
15527 SW Willamette St  
Sherwood, Oregon 97140  
Telephone (360) 713-8638  
[hurdt@sherwoodoregon.gov](mailto:hurdt@sherwoodoregon.gov)
- III. Scope**  
The City is soliciting bids for the installation of fiber optic cable and conduits for our Broadband Utility within a portion of the City of Sherwood and unincorporated Washington County. This construction will consist of 2 sections: Construction of Backbone Fiber Construction as designed and permitted. As described below, this will be a prevailing wage project.
1. Backbone Fiber Construction Designs (Exhibit C and D)
    - A. **Phase 1** - Construct roughly 15,390 feet of aerial and 10,707 feet of underground 288ct armored fiber optic cable along SW Kruger Rd, SW Mountain Home Rd, SW Courtney Rd, and SW Schmeltzer Rd. As shown in exhibit C, place necessary storage, risers, anchors, down guys and other supporting equipment.
    - B. **Phase 2** - Construct roughly 5,684 feet of aerial and 10,996 feet of underground 288ct armored fiber cable along Parrett Mountain Rd, SW Heater Rd, and NE Smith Rd. As shown in exhibit D, place necessary storage, risers, anchors, down guys and other supporting equipment.
    - C. Follow provided designs and permits. Exhibits C, D, E, F, and G.
    - D. Place storages as shown and document sequential footages.

The City will supply all cable. The awarded contractor will be responsible for all other materials to include handholes with "City Fiber" logo. Contractor will be responsible for picking up City supplied materials at our Public Works Facility, 15527 SW Willamette St., Sherwood, Oregon.

#### IV. Schedule

- |                                       |                                |
|---------------------------------------|--------------------------------|
| • Invitation to Bid Issued/Advertised | October 14th, 2022             |
| • Questions Deadline                  | November 1st, 2022 at 2:00 PM  |
| • Bid Closing                         | November 4th, 2022 at 12:00 PM |
| • First-Tier Disclosure               | November 4th, 2022 at 4:00 PM  |
| • Approximate Start Date for Work     | November 28th, 2022            |
| • Completion Date                     | August 31, 2023                |

#### V. Submittal Requirements

All bids shall be submitted via email to Todd Hurd at [hurdt@sherwoodoregon.gov](mailto:hurdt@sherwoodoregon.gov) no later than 12:00 PM on November 4th, 2022. Bids received after 12:00 PM will not be accepted. Bids must include the First-Tier Subcontractor Disclosure form included below and must be received no later than two hours after bid closing.

Each bid must contain a statement as to whether the bidder is a Resident Bidder as defined in ORS 279A.120.

The City of Sherwood reserves the right to reject any or all bids submitted, or to waive any minor formalities of this request if, in the judgment of the City Manager, the best interest of the City would be served (ORS 279B.100).

#### VI. Other Information

Request for clarification: To ensure all contractors receive consistent and accurate information, questions regarding this proposal will only be accepted through email [hurdt@sherwoodoregon.gov](mailto:hurdt@sherwoodoregon.gov). Questions will be responded to in a written format and shared with all contractors on the City's interested bidders list will be copied on the response. E-mail Todd Hurd at the address above to be added to the City's interested bidders list.

The overall amount of the contract may exceed \$50,000. State of Oregon prevailing wage rates will apply to this invitation and should be used to calculate your bid. <https://www.oregon.gov/boli/workers/Prevailing%20Wage%20Rate%20Books/july-1-2020-pwr-rate-book.pdf>

Contractor must comply, and ensure the compliance by subcontractors, with 41 U.S.C. 4712, Program for Enhancement of Employee Whistleblower Protection. Contractor must inform subcontractors and employees, in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC § 4712.

The City's payments to the contractor will be paid directly by the city of Sherwood. Contractor, by submitting a bid, certifies neither it nor its employees or subcontractors who will perform the project activities are currently employed by an agency or department of the federal government.

Contractor must provide City redline drawings for all facilities constructed as part of the project.

The redlines must show –

- Offsets from edge of payment or back edge of right of way.
- Handwritten bore/trench depths at 50' linear intervals.
- Sequential footages at each UG structure.
- Sequential footages at aerial storage loops and proposed splice case locations.
- Handwritten heights of attachments if different from pole permits and prints.

Questions regarding this Invitation to Bid should be directed to:

Todd Hurd  
Network Engineer  
email: [hurdt@sherwoodoregon.gov](mailto:hurdt@sherwoodoregon.gov)

**DATED this 4<sup>th</sup> day of October.**

**CITY OF SHERWOOD**

**EXHIBIT A.1**  
**BID SCHEDULE**

Phase 1 - Kruger Road Broadband Extension

Description	Quantity	Unit of Measure	Unit cost for Service Drop Construction / Install	Total Cost
<b>Distribution Fiber Construction</b>				
Aerial Construction and lash fiber	15,390	FEET		\$
Underground Construction	N/A	N/A	N/A	\$
Provide and Set 24x36x36 handholes	29	EACH		\$
Underground Construction – Single 2” and pull fiber	10,956	FEET		\$
Add Additional 2”	10,707	FEET		\$
<b>Service Drop Construction</b>				
Aerial Install	1	Per Foot	\$	N/A
Directional Drill	1	Per Foot	\$	N/A
Open Trench	1	Per Foot	\$	N/A
Plow	1	Per Foot	\$	N/A
<b>Inside Service Drop Install</b>	1	Per Install	\$	N/A

<b>GRAND TOTAL:</b>	<b>\$</b>
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Bid total shall be presented in both words and in figures.

(\_\_\_\_\_ Dollars and  
\_\_\_\_\_ Cents).

In the event of discrepancy, the amount shown in words shall dictate.

Contractor Name: \_\_\_\_\_

Contractor Representative & Title: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Oregon Contractor's CCB Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Bidder certifies that they \_\_\_\_\_ **are** or \_\_\_\_\_ **are not** a Resident Bidder as defined in ORS 279A.120.

**EXHIBIT A.2**  
**BID SCHEDULE**

Phase 2 - Parrett Mountain Rd Broadband Extension

Description	Quantity	Unit of Measure	Unit cost for Service Drop Construction / Install	Total Cost
<b>Distribution Fiber Construction</b>				
Aerial Construction and lash fiber	5,684	FEET		\$
Provide and Set 30x48x36 handhole	1	EACH		\$
Provide and Set 24x36x36 handholes	30	EACH		\$
Underground Construction – Single 2” and pull fiber	10,996	FEET		\$
Add Additional 2”	10,707	FEET		\$
<b>Service Drop Construction</b>				
Aerial Install	1	Per Foot	\$	N/A
Directional Drill	1	Per Foot	\$	N/A
Open Trench	1	Per Foot	\$	N/A
Plow	1	Per Foot	\$	N/A
<b>Inside Service Drop Install</b>	1	Per Install	\$	N/A

<b>GRAND TOTAL:</b>	<b>\$</b>
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Bid total shall be presented in both words and in figures.

(\_\_\_\_\_ Dollars and  
\_\_\_\_\_ Cents).

In the event of discrepancy, the amount shown in words shall dictate.

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Contractor Name:

Contractor Representative & Title:

Contractor Address:

Email Address:

Oregon Contractor's CCB Number:

Signature:

Date:

Bidder certifies that they \_\_\_\_\_ **are** or \_\_\_\_\_ **are not** a Resident Bidder as defined in ORS 279A.120.

**Note: Any addenda issued must be signed and enclosed to the bid.**

**EXHIBIT B**  
**SCOPE OF WORK/SPECIFICATIONS**  
**Kruger Road and Parrett Mountain Broadband Extension**

**1.0 General Scope**

The City of Sherwood is seeking bids for contractors to perform aerial and underground telecommunications construction

**2.0 General Requirements**

2.1 Determination of Qualified Bidders: All qualified bidders and their staff members who will perform work must have the proper licenses and certifications.

2.2 Evaluation of Bid: Each bid shall be evaluated to determine whether the proposed product or service complies with the specifications detailed in this document. If this evaluation determines that a bid does not comply with the specifications set forth in this invitation to bid, then that bid shall be eliminated from consideration.

2.3 Evaluation Criteria: The evaluation will be based on bid price as well as; ability to adhere to timeline, and prior experience with telecom related work.

2.4 Award: The City of Sherwood intends to award a contract to the lowest responsive and responsible bidder at fixed rates. To determine lowest responsible bidder the City will use the bid schedule item above: "Phase 1 - Kruger Road Broadband Extension" and "Phase 2 – Parrett Mountain Road Extension". The City reserves the right to award one or more contracts on the bids submitted, as deemed most advantageous to the City. Vendor experience will be reviewed and considered in order to determine responsible bidders. The distribution of work assigned to the awarded contractor(s) in both scope and value shall be at the sole discretion of the City of Sherwood .

2.6 Contact. The contact for this bid is Todd Hurd, City of Sherwood Network Engineer  
hurdt@sherwoodoregon.gov.

**3.0 Specific Requirements**

3.2 Consultation: The awarded contractor, or his/her representative, will be available at a reasonable notice for consultation or to consider special work requests, as a requirement of the contract.

3.3 Communication: Upon award of the contract, the contractor will assign a contact person to set and schedule future work. It is expected there will be a contact person available by telephone during normal business hours,

3.4 Laws and Regulations: The contractor, including sub-contractors, will perform according to the following specifications, and to all trades and licensing standards, codes, statutes, regulations, NESC, etc. of governing authorities, agencies, utilities, etc. having jurisdiction in Oregon, where applicable.

3.5 Priority of Work: Whenever a doubt arises in the order for work, the City of Sherwood representative will be notified immediately to resolve the question.

3.6 Vandalism and Theft: It will be the sole responsibility of the contractor performing services for this contract to safeguard materials, tools, and equipment. The City of Sherwood will not assume any responsibility for vandalism and/or theft of materials, tools, and/or equipment.

3.7 Safety: All work shall be done in a safe manner and comply with all Federal, State, and Local safety and environmental laws and regulations. This will include, but not be limited to OSHA, EPA, etc. Adequate barricades will be erected and maintained all-around areas where equipment and materials are stored and used. During all phases of the work, the contractor will make proper use of interior and exterior type temporary scaffolding, particularly during the actual work.

3.8 Bid Form: Labor rates, mobilization and demobilization shall be included in the costs on the bid form.

3.9 Invoices: The City of Sherwood will review each invoice for accuracy. Any irregularities will be brought to the vendor's attention immediately. This may include excessive labor hours or unreasonable part prices. In the case of parts pricing, the City may ask for copies of the original parts invoices in order to verify the pricing, quality, and allowed mark-up, if any.

#### **4.0 Detailed Requirements**

The contractor will provide conduit material, vaults, pull string, locate wire, for project. The contractor shall be responsible for providing all equipment and labor in order to directional drill and then pull the new service through that borehole. See bid schedule above.

4.1 Sitework 4.1.1 This section consists of all work necessary for the proper execution of the work, in accordance with the City approved plans, specifications, and direction provided by City Staff.

4.1.2 The contractor shall schedule and lay out their work in a manner to minimize the inconvenience of the general public and private property owners and to cause minimum damage to public/private property.

4.1.3 The contractor is responsible for damages and repairs to private and public property at no additional charge. Strict adherence to these specifications is required.

4.1.4 The Contractor shall take all safety measures (install sheeting or shoring, etc.) to protect the public and/or private property and human life and safety as may be required. All spoil material shall be so placed as to cause the least inconvenience to traffic and minimum damage to property. All spoil or excess material such as rock, excess soil, stumps, trees or other debris shall be removed from the site and disposed of by the Contractor. Disposal fee shall be included in each bid schedule above.

4.1.5 The contractor shall maintain safe conditions at all times. Should the City consider the operations unsafe, the operations shall be suspended until the contractor has corrected all unsafe conditions to the satisfaction of the City.

4.1.6 The contractor shall exercise due caution in regard to buried utilities. Any damage to utilities resulting from the contractor's operations shall be repaired by the contractor at the contractor's expense. It shall be the contractor's responsibility to comply with Oregon Utility Notification Center (OUNC) dig laws.

4.1.7 Contractor shall plan their work according to the Erosion Control requirements per the local jurisdiction. Contractor shall be responsible for any violations.

4.1.8 Contractor shall build all aerial facilities per current NESC rules and the preferred pole owner specifications. All post violations found by the pole owner during permit closure, will be remediated within 30 calendar days under warranty at no cost to the city. All aerial attachments



will be tagged with “SBB” aerial zip tie tags. Tags to be provided by city of Sherwood prior to construction beginning.

## 4.2 Excavation

4.2.1 Excavation shall conform to the latest edition of ODOT Standard Specifications for Roads and Bridges Manual, latest edition and/or local jurisdiction.

4.2.2 Open Excavations: All open excavations shall be adequately safeguarded by providing temporary barricades, caution signs, lights and other means to prevent accidents to person, and damage to property. The contractor shall, at his own expense, provide suitable and safety bridges and other crossings for accommodating travel by the public and workers.

4.2.3 Potholing for the purpose of locating all known and unknown background pipeline or structures in advance of the construction shall be excavated and backfilled by the contractor so as not to create a hazardous area. Potholes shall be backfilled immediately after their purpose has been satisfied and maintained in a manner satisfactory to local jurisdiction.

4.3 Directional boring of Conduit: All conduit placed shall meet the requirements of the local jurisdiction and/or Sherwood Broadband Design and Specifications. All conduits to be placed min. 36” below finished street grade.

4.3.1 All bores with conduit shall have min. #12 tracer wire pulled with directional bore for locating in-place pipeline.

4.3.2 All handholes/vault/manholes structures, will be labelled “City Fiber” on the lid. All cables within the structure will be neatly coiled as well as tagged with provided Sherwood Broadband fiber tags.