



BID FORMS

Bids will be submitted as a single PDF file with the bid and all completed forms.

Sealed bids from bidders will be received only through WTA's contract portal:
<https://wta.cobblestone.software/gateway/SolicitationPublicSearch.aspx>. Bids are due
60 minutes before the virtual bid opening to allow for resolution of any technical issues.

By submitting a bid, Contractor is assuring that they have reviewed the solicitation request in its entirety. WTA will not approve change orders for items requested in the scope, but not included in the bid price.

Bid prices do not include sales tax, although WTA is not tax exempt for the work.

Bids with altered forms will be considered non-responsive.



EXHIBIT A: BID CONFIRMATION & COVER SHEET

All fields must be completed where applicable. Failure to complete this form in its entirety will result in the bid being rejected as non-responsive.

Proposers Business Name: Windwood Enterprises		
Type of Business <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation (State of Incorporation _____) <input type="checkbox"/> Other		
Physical Business Address (Must NOT be a PO Box) 6019 Portal Way		
City Ferndale	State WA	Zip Code 98248
Business Telephone # 360-380-4000	Business Fax # 360-312-9643	Business Email info@windwoodent.com
WA State UBI Number ¹ 602016866	EIN# 91-2045951	Contractor License # WINDWEI850MZ
Receipt is hereby acknowledged of Addenda No(s): _____ NOTE: Failure to acknowledge receipt of addenda will be considered non-responsive to the bid		

OFFICIAL AUTHORIZED TO SIGN FOR BIDDER

"I declare under penalty of perjury under the laws of the State of Washington that the bid submitted is genuine. This bid is not fake or made on behalf of any person who has an interest in the award. No other bidder has been solicited to put a false bid, adjust their price lists, or coerced any other company to refrain from proposing. I guarantee that my firm has not attempted to secure an advantage over any other bidder through collusion. All statements and information contained in the submitted bid are true, correct, and based on the requested scope of work. All employees and agents of the bidder are skilled and experienced in the work required. In the event that the Project or any aspect of the project is found to be non-compliant, I understand my company will be held responsible to remedy all deficiencies at no additional cost. My signature below assures WTA that the firm acknowledges and will comply with this request and ensuing contract."

Signature of Authorized Officer/Agent

Date

2/9/23

Print Name & Title

**Riley Gundersen, Maintenance
Manager**

The individual named herein is duly authorized to obligate the firm to a contract.

¹ Refer to ITB Part 3.C Minimum Bidder Qualifications for licensing requirements.



EXHIBIT B: BIDDER INFORMATION AND REFERENCES

In the section below, please provide all of the requested information about your organization. Failure to provide this Exhibit in its entirety will result in rejection of the bid as non-responsive.

BUSINESS NAME	Windwood Enterprises
PRIMARY CONTACT • Riley Gundersen • Maintenance Manager • 360-398-3806 • Rileyg@windwoodent.com	
YEARS IN INDUSTRY	
ANNUAL REVENUES*	<input type="checkbox"/> Less than \$500,000 <input type="checkbox"/> \$500,000-\$1 million <input type="checkbox"/> \$1 – 2 million <input type="checkbox"/> \$2 – 5 million <input checked="" type="checkbox"/> \$5 – 10 million <input type="checkbox"/> More than \$10 million
MBE/DBE <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No DBE Registration# _____	SBA <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No SBA Registration# _____
CUSTOMER LIST (3-5 additional customers besides references)	- Malloy Village HOA - WECU Branches - Banner Bank Branches
NAICS NUMBER(S)	56173

* WTA reserves the right to request financial statements from proposers to demonstrate financial responsibility. Failure to provide requested documentation will result in the bid being rejected as non-responsive and not responsible

Please list a total of 3 RECENT customers for whom you have performed service similar to what the WTA is seeking. Please provide the following information about each customer:

- ☐ City of Bellingham
- ☐ Various sites around Bellingham
- ☐ Steven Bradshaw, srbradshaw@cob.org
- ☐ Landscape Maintenance

- ☐ City of Ferndale
- ☐ Various sites around Ferndale
- ☐ Paul Knippel, paulknippel@cityofferndale.org
- ☐ Landscape Maintenance

- ☐ HD Fowler
- ☐ 2165 Midway Ln. Bellingham, WA 98226
- ☐ Ed Cartmill, edca@hdfowler.com



☐ Landscape Maintenance

List any contracts in the last five (5) years that have terminated earlier than the originally intended contract period and the reason for early termination.

-MI-5 Business Park. Irrigation and communication issues during manager turnover.

Provide detailed information about any disciplinary actions that are pending, in progress or which have been brought against your company the last five (5) years. This includes, but is not limited to cure notices, termination, and lawsuits.

-N/A



EXHIBIT C: DEBARMENT AND COMPLIANCE

By submitting a signed bid, bidders are assuring the WTA of the following:

1. The individual signing the Bid Confirmation & Cover Sheet is duly authorized to obligate the Contractor to a Contract.
2. Is not on the current list of Federal or Washington State debarment lists.
3. Agree to adhere to ADA requirements.
4. Will give a hiring preference to Veterans, as defined in RCW Chapter 41.04.005, RCW Chapter 41.004.007, and 5 U.S.C. § 2108, who have the skills and abilities required to perform construction work required under a third-party contract in connection with a Capital Project.
5. Promote employment and sub contracting opportunities among Disadvantaged Business Enterprises (DBE) as well as small and women/minority owned businesses (MWBE).
6. Not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Contractor shall carry out applicable requirements of 49 CFR part 26. Failure to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as the WTA deems appropriate.
7. Does not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained.
8. Meets the minimum requirements to bid as listed in Part 3.C of the bid request.
9. Will perform all work as called out in the bid document.
10. Bidder has reviewed the bid request in its entirety and will perform work as outlined in Part 2 and Appendices D – I1. WTA will not approve change orders for items requested in the scope, but not included in the bid price.
11. Bidder has reviewed and agrees with all contract performance obligations including Intent & Affidavit requirements, insurance conditions and Prevailing Wage regulations.

Date: 2/9/23

Signature: 

Printed Name: Riley Gundersen

Title: Maintenance Manager



EXHIBIT D: WAGE STATUE COMPLIANCE

The Contractor hereby certifies that, within the three-year period immediately preceding September 19, 2018 the Contractor is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Windwood Enterprises
Business Name


Signature of Authorized Official*

Riley Gundersen
Printed Name

Maintenance Manager
Title

2/9/23
Date

Ferndale WA
City State

 02/09/23
Witness Signature Date

Shaylene Henken
Witness Printed Name



EXHIBIT E: BID PRICE

WTA is not tax exempt for this work. Award will be to the lowest cost Grand Total Per Month.

Bid price will include all labor, equipment, insurance, overhead, and profit to provide all services requested in the scope of work. For more information, refer to the ITB document Part 4.B Bid Award.

STATION	Firm Fixed Price Per Month
	2023 - 2024
Bellingham Station (BTS)	\$ 531.00
Cordata Station (CTS)	\$ 782.00
Ferndale Station (FTS)	\$ 2,214.00
Lynden Station (LTS)	\$ 1,135.00
Maintenance Operation Administration Base (MOAB)	\$ 1,569.00
Midway Lot	\$ 866.00
GRAND TOTAL PER MONTH	\$ 7,097.00

Extras:

Snow & Ice Response Labor (*add lines if more than 2 labor classifications are required*)

Snow & Ice Response Equipment (*add lines if more than 2 types of equipment are required*)

Plowing Labor/Equipment:

Truck mounted snowplow

\$160 per hour

Plowing with Heavy Equipment (13' and under)

\$250 per hour

Plowing with Heavy Equipment (14' and over)

\$350 per hour

Plowing with Compact equipment

\$125 per hour

Commercial Shoveling:

\$85 per hour

Anti-icing and De-icing

Truck mounted liquid de-icer:

\$150 per

service plus materials

Granular de-icer truck:

\$95 per

service plus materials



Materials:

Liquid de-icer: \$8 per gallon,
metered

Granular de-icer: \$27 per
bag/50 lb

Sand: \$300/barrel (2
barrel minimum)

Irrigation Service and Repairs

\$ 80 /hour

Irrigation Backflow Testing (Annual)

\$ 150/ea



EXHIBIT F: CONFLICT OF INTEREST

The undersigned, being first duly sworn, on oath, states on behalf of the Bidder

1. Conflict of Interest

The Bidder, by entering submitting these qualifications to Whatcom Transportation Authority (WTA) to perform or provide work, services or guarantees, ensures that it has no direct or indirect financial or proprietary interest in the forthcoming award of contract as outlined in the Bid request. Bidder shall not acquire any such interest, which conflicts in any manner or degree with the services required to be performed under a Contract. Bidder shall not employ any person or agent having such interest on any WTA specific work. In the event that the Bidder or its agents, employees or representatives finds such a conflict of interest, it shall immediately disclose such interest to WTA and take action immediately to eliminate the conflict or to withdraw from this contract, as WTA may require. Should WTA discover a disclosable conflict post award, it will be grounds for immediate contract termination under the terms of the contract.

2. Contingent Fees and Gratuities

The awarded Bidder, by entering into a contract with WTA to perform or provide services or materials for WTA has thereby guaranteed, and by this affidavit does again promise and assure:

That no person or selling company except bona fide employees or designated agents or representatives of the Bidder have been employed or retained to solicit or secure this contract with an agreement or understanding that a commission, percentage, brokerage, or contingent fee would be paid; and

That no gratuities, in the form of entertainment, gifts or otherwise, were offered or given by the Bidder or any of its agents, employees or representatives, to any official, member or employee of WTA or other governmental agency with a view toward securing this contract or securing favorable treatment with respect to the awarding or amending, or the making of any determination with respect to the performance of this contract.

Date: 2/9/23 Signature: 

Printed Name: Riley Gundersen

Title: Maintenance Manager