NOTICE TO BIDDERS

NOTE: *Your bid will be considered nonresponsive if it is not received before the stated time on the date of the bid opening.*

YOU WILL NEED TO PREPARE YOUR OWN ENVELOPE FOR YOUR BID, WHETHER YOU HAND DELIVER IT OR SEND IT BY FEDERAL EXPRESS. THE FRONT OF THE ENVELOPE SHALL STATE ON THE BOTTOM LEFT CORNER:

PROJECT NO. (add the project number)
PROJECT NAME: (add the project name)
DATE: (add the bid opening date)
TIME: (add the bid opening time)

1. **HAND CARRIED BID PROPOSALS**
   
   If you hand carry your bid proposal, the following instructions should be followed:
   
   All hand carried bid proposals shall be deposited into:
   
   Bid Box
   Department of Natural Resources
   Third Floor, Natural Resources Building, 1111 Washington Street SE
   Olympia, Washington

2. **MAILING BID PROPOSALS**
   
   If you plan to mail bids using the U.S. mail or the U.S. mail overnight packaging, be sure to factor in enough time for delivery. As a state agency, our mail is routed through Consolidated Mail, and this adds 2 extra days before the mail is delivered to the Engineering Division.
   
   A. If you plan to send in your bid by U.S. Mail, send it to:
      
      DNR Engineering
      Attn: Sandra Swenson
      P.O. Box 47030
      Olympia, WA 98504-7030
   
   B. If you plan to send in your bid by Federal Express or UPS, send it to:
      
      DNR Engineering
      Natural Resources Building
      1111 Washington Street S.E., Third Floor
      Olympia, WA 98504-7030

3. **OPENING OF BID PROPOSALS**
   
   A. Bid proposal will be opened in:
      
      A Conference Room, Department of Natural Resources
      Engineering Division, Third Floor, Natural Resources Building,
      1111 Washington Street SE, Olympia, WA.
   
   B. Those wishing to attend the bid opening may wait in the vestibule on the third floor (adjacent to Conference Room #371).
Directions to the Natural Resources Building
1111 Washington St. SE, Olympia WA 98501-2283

Southbound:
Take I-5 Exit 105A. Follow the “State Capitol” lane, which parallels the freeway, for 1/4 mile.

Northbound:
Take I-5 Exit 105. Keep to the LEFT following the “State Capitol” lane.

Go through the roundabout and the tunnel. At first traffic light (Capitol Way), turn RIGHT. Turn RIGHT again at the next traffic light (11th Ave.). At next traffic light (Washington St. SE), turn RIGHT once more. Turn LEFT into the visitor parking lot.

Parking costs $1.50 per hour, weekdays 8 a.m. to 5 p.m., but is free on evenings and weekends. Parking fees can be paid by debit and credit cards, $1 bills or coins.
PUBLIC WORKS & SMALL WORKS ROSTER INFORMATION FORM
DEPARTMENT OF NATURAL RESOURCES

GENERAL INFORMATION

DATE: ____________  BUSINESS NAME: ________________________________

MAILING ADDRESS: ________________________________________________

CITY / STATE / ZIP: ________________________________________________

CONTACT PERSON: ________________________________________________

TELEPHONE NUMBER: ___________________  FAX NUMBER: _____________

WASHINGTON STATE CONTRACTOR’S LICENSE NO.: ______________________

EMAIL ADDRESS: ________________________________________________

FEDERAL TAX I.D. NO.: ____________________________________________

MWBE INFORMATION

DNR has no Minority and Women’s Business Enterprise utilization goal and offers no preference to MWBEs during the competitive bidding process. MWBEs are encouraged to participate in DNR’s construction projects as prime contractors, subcontractors, and suppliers.

MWBE Certificate Number: ____________________________

CATEGORIES OF WORK

☐ Agricultural Irrigation – Pipe  ☐ Hazardous Cleanup / Removal
☐ Agricultural Irrigation - Wells (drilling and repair)  ☐ Hazardous - Lead Paint Abatement
☐ Bridge Construction / Installation (Forest Roads)  ☐ Hazardous - Soil Remediation
☐ Bridge Construction / Installation (Recreational, Foot, Horse)  ☐ Hazardous - UST Removal
☐ Bridge Rehabilitation  ☐ Landscape
☐ Communication Tower / Facilities (Construction / Maintenance)  ☐ Mechanical - Air Conditioning
☐ Concrete  ☐ Mechanical - Sheet Metal
☐ Demolition  ☐ Mechanical - Heating
☐ Demolition/Pile Removal - Marine  ☐ Mechanical - Plumbing
☐ Electrical – Inside  ☐ Painting
☐ Electrical – Outside  ☐ Paving & Resurfacing
☐ Electrical - High Voltage  ☐ Recreation - Facilities
☐ Excavation  ☐ Recreational – Trail/Campsites
☐ Fencing  ☐ Road Construction/Reconstruction
☐ Flooring - Carpet / Tile  ☐ Road Maintenance – Brush Cutting
☐ Roofing - Flat  ☐ Road Maintenance - Grading
☐ General Building Construction - Masonry Buildings  ☐ Road Maintenance – Roadside Spraying
☐ General Building Construction - Metal Buildings  ☐ Rock Crushing
☐ General Building Construction - Modular Buildings  ☐ Rock Pit Development
☐ General Building Construction - Wood Framed  ☐ Roofing - Pitched
☐ Hazardous - Asbestos Abatement  ☐ Septic System Design/Install
☐ Hazardous - Asbestos Abatement  ☐ Well Drilling/Repair

Please return to:
Email: sandra.swenson@dnr.wa.gov
Fax: 360-902-1778

Revised 3/2014