



**OREGON INSTITUTE OF TECHNOLOGY
PUBLIC IMPROVEMENT CONTRACT**

BID FORM

CAMPUS: Oregon Institute of Technology – Wilsonville Campus
PROJECT: BID #2025-03 Elevator Modernization – Wilsonville Campus
BID CLOSING: Wednesday, December 3, 2025, 1:00 PM, Pacific Time

FROM: _____
Name of Contractor

TO: Oregon Institute of Technology (“Owner”)
Procurement & Contract Services
Office No. 236
27500 SW Parkway Ave
Wilsonville, OR 97070-9295

1. The Undersigned (*Check one of the following and insert information requested.*):

- a. ☐ An individual doing business under an assumed name registered under the laws of the State of _____;
- b. ☐ A partnership registered under the laws of the State of _____;
- c. ☐ A corporation organized under the laws of the State of _____;
- d. ☐ A limited liability corporation organized under the laws of the State of _____;

hereby proposes to furnish all material, machinery, tools, and labor, and perform all work hereinafter indicated for the above Project in strict accordance with the Contract Documents for the Base Bid as follows:

Item	Bid
Modernize all three elevators with new controllers, power units, signal fixtures, up-to-date fire service and closed loop door operators. Include all work specified in Section 14 24 23.	
Provide all electrical work as specified in 14 24 23 Section 1.11 C.	
Provide all fire alarm work as specified in 14 24 23 Section 1.11D	

Maintenance Pricing			
Maintenance	Monthly Price	Number of Months	Bid
Three elevators- quarterly service		X 36 Months =	

Total Base Bid:

_____ Dollars (\$_____)

and the Undersigned agrees to be bound by the following documents:

- | | |
|--|------------------------------------|
| • Notice of Contract Opportunity | • Instructions to Bidders |
| • Supplemental Instructions to Bidders | • Public Improvement Contract Form |
| • Bid Bond | • Performance Bond |
| • Payment Bond | • Plans and Specifications |
| • Supplemental General Conditions | • Prevailing Wage Rates |
| • Payroll and Certified Statement Form | • Oregon Tech General Conditions |
| • Drawings and Details | (v.02/01/2017) |

2. The Undersigned proposes to add to or deduct from the Base Bid indicated above the items of work relating to the following Alternate(s) as designated in the Specifications:

ALTERNATE #1: Provide combination hall ADD or DEDUCT: \$ _____
position indicators with
directional arrows at first
floor.

ALTERNATE #2: Furnish and install new cab ADD or DEDUCT: \$ _____
interiors per Section 14 24
23 2.11.B.

ALTERNATE #3: Provide alternate price for ADD or DEDUCT: \$ _____
installing a second hall call
riser between Cars 2 and 3.

ALTERNATE #4: Added cost to reduce onsite ADD or DEDUCT: \$ _____
schedule from 19 weeks to
14 weeks.

ALTERNATE #5: Added cost per month if ADD or DEDUCT: \$ _____
maintenance is provided on
a monthly with 1 hour per
unit.

3. [RESERVED.]

4. The work shall be completed within the time stipulated and specified in Division 1, Section 01 01 00 of the Specifications.

5. The Undersigned certifies that:

- a. This Bid has been arrived at independently and is being submitted without collusion with and without any agreement, understanding, or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid

designed to limit independent bidding or competition; and

- b. 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 on any Bond furnished with the Bid and will not be communicated to such person prior to the official opening of the Bid.

6. The undersigned **HAS, HAS NOT** (*circle applicable status*) paid unemployment or income taxes in Oregon within the past 12 months and **HAS, HAS NOT** (*circle applicable status*) a business address in Oregon.

7. The Undersigned agrees, if awarded a contract, to comply with the provisions of ORS 279C.800 through 279C.870 pertaining to the payment of the prevailing rates of wage.

8. Contractor's Oregon Construction Contractors Board (CCB) registration number is _____, Expiration Date: _____. As a condition to submitting a bid, a Contractor must be registered with the Oregon Construction Contractors Board (CCB) in accordance with ORS 701.035 to 701.055 and disclose the registration number. Failure to register and disclose the number will make the bid unresponsive and it will be rejected, unless contrary to federal law.

9. The successful Bidder hereby certifies that all subcontractors who will perform construction work as described in ORS 701.005(2) were registered with the Construction Contractors Board in accordance with ORS 701.035 to 701.055 at the time the subcontractor(s) made a bid to work under the contract.

10. The successful Bidder hereby certifies that, in compliance with the Worker's Compensation Law of the State of Oregon, its Worker's Compensation Insurance provider is _____, Policy No. _____, and that Contractor shall submit Certificates of Insurance as required.

11. Contractor's Key Individuals for this Project (*Supply information as applicable.*):

- a. Project Executive: _____ Phone: _____
Email: _____
- b. Project Manager: _____ Phone: _____
Email: _____
- c. Job Superintendent: _____ Phone: _____
Email: _____
- d. Project Engineer: _____ Phone: _____
Email: _____

12. The Undersigned certifies that it has not discriminated against minority, women, or emerging small businesses in obtaining any subcontracts for this Project.

13. The Undersigned hereby identifies the following sources for specific tasks (indicate the

subcontractor's name or "self-performed") and suppliers and products for the following specified materials (*use a separate page if necessary*).

- a. _____
- b. _____
- c. _____
- d. _____

14. Accompanying herewith is Bid Security, which is equal to ten percent (10%) of the total amount of the Basic Bid. The Undersigned agrees that the Bid Security accompanying the Bid is left in escrow with the CCB; that the amount thereof is the measure of liquidated damages which the Owner will sustain by the failure of the Undersigned to execute and deliver the above-named Agreement Form, Performance Bond, and Payment Bond, and, that if the Undersigned defaults in either executing the Agreement Form or providing the Performance Bond and Payment Bond within twenty (20) calendar days after receiving the Contract Documents, then the Bid Security may become the property of the Owner at the Owner's option; but if the Bid is not accepted within thirty (30) calendar days of the time set for the opening of the Bids, or if the Undersigned executes and timely delivers said Agreement Form, Performance Bond, and Payment Bond, the Bid Security shall be returned.

15. The Undersigned agrees, if awarded the Contract, to execute and deliver to the Owner, within twenty (20) calendar days after receiving the Contract forms, an Agreement Form, and a satisfactory Performance Bond and Payment Bond each in an amount equal to one hundred percent (100%) of the Contract sum, using forms provided by the Owner. The surety requested to issue the Performance Bond and Payment Bond will be:

(Name of Surety Company - Not Insurance Agency.)

The Undersigned hereby authorizes said surety company to disclose any information to the Owner concerning the Undersigned's ability to supply a Performance Bond and Payment Bond each in the amount of the Contract.

By signature below, Contractor agrees to be bound by this Bid.

NAME _____

ADDRESS _____

FEDERAL TAX ID _____

PHONE _____

EMAIL _____

SIGNATURE _____

Authorized Signature

Printed Name

***** **END OF BID** *****