REPLACE TEXT WITH YOUR LOGO HERE.

**INVITATION TO DIRECT CONTRACT/NEGOTIATE**

***SMALL WORKS ROSTER***

OWNER. is soliciting a bid from the registered contractor identified as next in rotation on the project specific roster of contractors registered on the statewide Small Works Roster.

**Project No.:** ####-### X (#-#).

**Project Title:** Project Title.

**Project Location:** Project Location.

**Your bid is requested by:** Select Bid Date.**,** HH:MM.AM or PM.

**Project Estimate: $**0.00.

**Project Description:**

Type-in or insert project description.

**Site Visit:**

*(If you would like to schedule a pre-bid walk through, please contact the* OWNER CONTACT. *to schedule the site visit within* ##. *business days or* ##. *business hours of receipt of this invitation.)*

**Submittal Instructions and Responsibility:**

Your project bid price must be submitted with a *maximum* of ##. days or weeks. electronically via email address. directly to the appropriate OWNER CONTACT. for review and consideration.

A statement of bidder responsibility must be provided on the bid form, attesting to your compliance with the RCW 39.04.350 Bidder Responsibility Criteria.

**Bidder Eligibility:**

To be eligible to bid on this Direct Contract/Negotiated Small Works Project (below $150K), Contractor must be currently registered on the MRSC Small Works Roster (vendor list) found <http://mrscrosters.org/>.

To be eligible to bid on Small Works projects between ($150K - $350K), Contractor be registered as a vendor through the DES Public Procurement Portal Bonfire (<https://deswa.bonfirehub.com>) prior to eligibility.

**Bidding Documents:**

Scope, specifications, and drawings along with the bid form are attached separately to this invitation.

**Direct Contract Negotiation:**

This is a direct contracting opportunity. Only one bid will be evaluated. A formal bid opening will ***not*** be conducted. The OWNER’S CONTACT. will evaluate the bid for responsiveness and the bidder for responsibility. If the OWNER’S CONTACT. determines that the initial bid submitted cannot be accepted, the OWNER’S CONTACT. will initiate negotiations as outlined in the Bid Instructions.

**Notification:**

Upon selection of contractor using Direct Contracting, notification of bid results, contractor award and project-specific contractors list will be available to all Contractors on the MRSC <http://mrscrosters.org/> project-specific roster.

**-END OF INVITATION-**