



Sylvester Donelson, Jr.
Chief Procurement Officer

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May 29, 2026

ADDENDUM NUMBER 3

Bid Number Doc2192253027

SW 61st Culvert Replacement

Bids Due: June 4, 2026 by 2:00 P.M.

This addendum provides changes to the plans and specifications for the above-entitled project to be considered by each bidder. This addendum shall be included in the bid and, when closing the contract, will be a part thereof. Any changes made by this addendum to said plans and specifications offset only the portion of the plans, words or paragraphs specifically mentioned herein, and the balance of the plans and/or specifications remain in full force. It is the responsibility of all bidders to conform to this addendum.

Item No.	Location	Change
3.01	Bid Book First Tier Subcontractor Disclosure Form	The First Tier Subcontractor Disclosure Form was omitted from the bid book. Attached is the required form.

STATE OF OREGON FIRST-TIER SUBCONTRACTOR DISCLOSURE REQUIREMENTS

(Applies to public improvement projects with an estimated value of more than \$100,000)

STATE OF OREGON FIRST-TIER SUBCONTRACTOR DISCLOSURE FORM TO BE SUBMITTED BY ALL BIDDERS NOT LATER THAN 4:00 P.M. THE DAY THE BID IS DUE

In 2003, the Oregon Legislature revised ORS 279C.370, which provides, in part:

“(1)(a) Within two working hours after the date and time of the deadline when bids are due to a contracting agency for a public improvement contract, a bidder shall submit to the contracting agency a disclosure of the first-tier subcontractors that:

- (A) Will be furnishing labor or will be furnishing labor and materials in connection with the public improvement contract; and
- (B) Will have a contract value that is equal to or greater than five percent of the total project bid or \$15,000, whichever is greater, or \$350,000 regardless of the percentage of the total project bid.”

The Bidder must disclose the following information about their first-tier subcontracts either in its Bid submission or within two (2) working hours after the date and time of the deadline when bids are due:

- 1) the subcontractor’s name,
- 2) the dollar value of the subcontract, and
- 3) the category of work that the subcontractor will be performing.

If the bidder will not be using any subcontractors that are subject to the above disclosure requirements, the bidder is required to indicate “**NONE**” on the accompanying form.

Failure to submit this form by the disclosure deadline will result in a non-responsive bid. A non-responsive bid will not be considered for award.

It is the Bidder’s responsibility to determine all the documents that must be submitted to the City. For purposes of this document, "submitted" means "in the physical possession of Procurement Services."

Note to Contractors who are not the low bidder:

If the apparent low bidder is disqualified or otherwise not awarded the contract and the next low bidder failed to submit the first-tier disclosure form within two (2) hours after the date and time of the deadline when bids were due, that bidder will be ineligible to receive award of the contract.

FIRST-TIER SUBCONTRACTOR DISCLOSURE



PROJECT NAME: SW 61st Culvert Replacement

BID #: Doc2192253027

BID CLOSING: Date: _____ Time: _____

This form must be submitted at the location specified in the Invitation to Bid on the advertised bid closing date and within two working hours after the advertised bid closing time.

List below the name of each subcontractor that will be furnishing labor or will be furnishing labor and materials and that is required to be disclosed, the category of work that the subcontractor will be performing and the dollar value of the subcontract. Enter "NONE" if there are no subcontractors that need to be disclosed. (ATTACH ADDITIONAL SHEETS IF NEEDED.)

NAME	DOLLAR VALUE	CATEGORY OF WORK
(1)	\$	
(2)	\$	
(3)	\$	
(4)	\$	
(5)	\$	
(6)	\$	
(7)	\$	
(8)	\$	
(9)	\$	

Failure to submit this form by the disclosure deadline will result in a non-responsive bid. A non-responsive bid will not be considered for award.

Form submitted by (bidder name): _____

Contact name: _____ Phone no.: () _____

- ORS 279C.370 First-tier subcontractor disclosure.** (1)(a) Within two working hours after the date and time of the deadline when bids are due to a contracting agency for a public improvement contract, a bidder shall submit to the contracting agency a disclosure of the first-tier subcontractors that:
- (A) Will be furnishing labor or will be furnishing labor and materials in connection with the public improvement contract; and
 - (B) Will have a contract value that is equal to or greater than five percent of the total project bid or \$15,000, whichever is greater, or \$350,000 regardless of the percentage of the total project bid.
- (b) For each contract to which this subsection applies, the contracting agency shall designate a deadline for submission of bids that has a date on a Tuesday, Wednesday or Thursday and a time between 2 p.m. and 5 p.m., except that this paragraph does not apply to public contracts for maintenance or construction of highways, bridges or other transportation facilities.
 - (c) This subsection applies only to public improvement contracts ("**projects**") with a value, estimated by the contracting agency, of more than **\$100,000**.
 - (d) This subsection does not apply to public improvement contracts that have been exempted from competitive bidding requirements under ORS 279C.335 (2).
- (2) The disclosure of first-tier subcontractors under subsection (1) of this section must include the name of each subcontractor, the category of work that each subcontractor will perform and the dollar value of each subcontract. The information shall be disclosed in substantially the following [above] form:
 - (3) A contracting agency shall accept the subcontractor disclosure. The contracting agency shall consider the bid of any contractor that does not submit a subcontractor disclosure to the contracting agency to be a non-responsive bid and may not award the contract to the contractor. A contracting agency is not required to determine the accuracy or the completeness of the subcontractor disclosure.
 - (4) After the bids are opened, the subcontractor disclosures must be made available for public inspection.
 - (5) A contractor may substitute a first-tier subcontractor under the provisions of ORS 279C.585.
 - (6) A subcontractor may file a complaint under ORS 279C.590 based on the disclosure requirements of subsection (1) of this section.

END OF ADDENDUM

Please direct all questions and concerns to Alex Miller, at alexandria.miller@portlandoregon.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Sylvester Donelson, Jr.", with a stylized flourish at the end.

Sylvester Donelson, Jr.
Chief Procurement Officer
sd: agm