

**PROJECT NAME: Building Work, Parking Lot, Shade Structure and Playground Equipment**

**BID NUMBER: F08-30**

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**NOTICE INVITING BIDS**

**NOTICE IS HEREBY GIVEN** that **SAN BERNARDINO CITY UNIFIED SCHOOL DISTRICT** invites sealed bids for the construction of **Building Work, Parking Lot, Shade Structure and Playground Equipment**, a project of the Facilities Management Department in the San Bernardino City Unified School District, ("DISTRICT"), County of San Bernardino, California.

**SUBMITTAL OF BIDS**

All bids shall be made on a bid form furnished by the DISTRICT. Bid Forms, together with all required attachments to the Bid Form, **in a sealed envelope with a copy of the completed required bid cover sheet affixed to the outside of the envelope**, shall be delivered to the DISTRICT and placed in the **Bid Box** in the **Purchasing Department** of San Bernardino City Unified School District, 777 North "F" Street, San Bernardino, CA 92410, not later than **2:00 p.m. on Thursday, July 16, 2009**. Bid Forms received by the stipulated time will be promptly opened in public and read aloud at said address. Bid Forms or Attachments thereto received after the stipulated time will be rejected and returned to BIDDERS unopened.

The DISTRICT will not accept incomplete bids, bids received after the stipulated time, bids sent to the address or location other than that specified herein, or bids otherwise not delivered in accordance with the requirements of this Notice, whether by the BIDDER or courier/delivery service.

All bids submitted must be readily identifiable as bid submissions by the presence of the completed bid cover sheet affixed to the outside of the sealed envelope. Bids delivered in an outer envelope of a courier/delivery service or other envelope without a completed bid cover sheet affixed to the outside must have, within the outer envelope, a second sealed envelope containing the bid with the completed bid cover sheet affixed. DISTRICT will not be responsible for the timely identification or receipt of bids not delivered in a sealed envelope with a clearly visible and completed bid cover sheet affixed to it.

***IT IS THE RESPONSIBILITY OF EACH BIDDER TO MAKE CERTAIN THE BID IS DELIVERED ON TIME IN THE SPECIFIED MANNER AT THE SPECIFIED LOCATION AND PLACED IN THE BID BOX.***

**BID GUARANTEE AND SECURITY**

Each bid shall be accompanied by a cashier's check made payable to the DISTRICT, or a satisfactory bid bond in favor of the DISTRICT, executed by the BIDDER as principal and a California admitted surety company as Surety, in an amount not less than ten percent (10%) of the Base Bid in the proposal.

The check or bid bond shall be given as a guarantee that the BIDDER will execute the contract if it is awarded to it, in conformity with the Contract Documents, and will provide the surety bonds as specified in the Conditions, within ten (10) calendar days after notification of the DISTRICT'S award of the contract to the BIDDER. In case of BIDDER'S refusal or failure to execute the Agreement and provide the bonds and other documents within ten (10) calendar days of the award, the cashier's check, or bid bond, as the case may be, shall be forfeited to the DISTRICT, as

liquidated damages.

Each BIDDER shall guarantee his bid for a period of one hundred and twenty (120) days after the date set for the opening of bids, and agree not to withdraw his bid prior to that time.

## **PERFORMANCE AND PAYMENT BOND**

Payment Bond and Performance Bond will be required prior to the execution of the contract, in the form and amount set forth in the Contract Documents. Said bonds shall be on a form acceptable to the DISTRICT from an admitted California Surety satisfactory to the DISTRICT and listed in the Federal Register, issued by the Department of Treasury and licensed in California. Said bonds shall remain in full force and effect through the guarantee period. Facsimile of each required bond form is appended to the Bidding Documents.

General CONTRACTORS bidding this work shall require, pursuant to Public Contract Code Article 4108, all subcontractors providing labor and materials in excess of \$100,000.00 to supply an original signature and fully executed 100% Faithful Performance and 100% Payment Bond.

All General CONTRACTORS bidding on this work must specify this requirement for subcontractor bonds in their written or published requests for subcontractor bids. Failure to comply with this requirement shall not excuse the General CONTRACTOR from complying with the subcontractor bonding requirements.

The practice of issuing separate purchase orders and/or subcontracts for the purpose of circumventing the subcontractor bonding requirement shall not serve to exempt the CONTRACTOR from these requirements.

No payments will be made to the General CONTRACTOR until the General CONTRACTOR provides the aforementioned subcontractor bonds to the DISTRICT. However, even after the contract is signed by both the District and the General Contractor and before the Notice to Proceed is issued, should the work under contract not proceed due to lack of availability of funds, the contractors must attempt to get back from the surety company the funds paid for the performance and payment bonds.

In accordance with provisions of Public Contract Code Section 22300, substitution of eligible and equivalent securities for any monies withheld to ensure performance under this contract will be permitted at the request and expense of the CONTRACTOR.

## **BID AND CONTRACT DOCUMENTS**

Each bid must conform and be responsive to all pertinent Bidding Requirements and Contract Documents, which are on file and open for public inspection at the DISTRICT office.

Prospective BIDDERS may secure up to one (1) set only of said documents from:

**OCB Reprographics  
200 North "D" Street  
San Bernardino, CA 92401  
(909) 381-6535**

upon payment of a refundable deposit of **\$50.00** per set, made payable to San Bernardino City USD. If you have any questions, please contact Derell Hamm, the Project Manager at (909) 381-1238. Deposits will be refunded upon the return of said documents to OCB Reprographics in good Building Work, Parking Lot, Shade Structure and Playground Equipment

condition within five (5) calendar days after bids on the project have been opened. A non-refundable mailing charge of **\$25.00** will be required for each set mailed to California cities (out of state locations will be higher). BIDDERS in need of more than one (1) set of bid documents may purchase additional sets (only if available) for **\$50.00** each; the charge is non-refundable. All BIDDERS intending to view or pick up plans are urged to call OCB Reprographics in advance to verify bid document availability. Bid documents (*with a sample bid form only*) will be placed in the following public plan rooms:

F.W. Dodge McGraw-Hill, Inc.  
8755 Flower Road, Suite "A"  
Rancho Cucamonga, CA 91730  
Phone: (909) 987-1579

F.W. Dodge Plan Room  
2150 Town Center Place, Suite 100  
Anaheim, CA 92806  
Phone: (714) 937-0831

Any bidder interested in becoming a "Plan Holder" and obtaining only a digital electronic copy of the contract documents (no hard copies), from **OCB Reprographics**, is encouraged to do so at no additional charge to the District and without the deposit requirement.

**Clarifications and Addenda:**

All Addenda, clarifications and inquiries will be addressed by the District no later than 72 hours prior to the bid opening date, and shall be provided to only plan holders or registered plan reviewers. All addenda and/or clarifications shall also be posted at the District website at [www.sbcusd.com](http://www.sbcusd.com); or the Facilities Management website at [www.sbcusdfacilities.com](http://www.sbcusdfacilities.com); and shall also be posted on OCB Reprographics website at <http://ocbinc.com> ;

**It is very important** that prospective General Contract BIDDERS, who choose to use a plan room in lieu of obtaining their own complete set of bid documents, contact OCB Reprographics and request a **free** Bid Package. This Bid Package contains, among other important things, the Bid Form which **MUST** be used to submit a General bid to the DISTRICT.

**SCOPE OF WORK**

1. **Building work which includes Demountable Partitions, Doors, Paint and Door Entryways.**
2. **Installation of new Parking Lot and Lighting.**
3. **Installation of new Shade Structure**
4. **Installation of new Playground Including Equipment**

**TYPE OF CONTRACT**

This public works project will be constructed based on a single prime lump-sum contract.

**DVBE PARTICIPATION GOALS**

In accordance with Education Code Section 17076.11, this DISTRICT has a total goal for Disabled Veteran Business Enterprises ("DVBE") of at least three percent (3%) of the dollar amount of funds allocated to the DISTRICT by the State Allocation Board pursuant to Leroy F. Greene School Facilities Act of 1998 for construction or modernization as expended each year by the DISTRICT. Prior to, and as a condition precedent for final payment under any contract for the project, the CONTRACTOR shall provide appropriate documentation to the DISTRICT identifying the amount paid to disabled veteran business enterprises in conjunction with the contract, so that the DISTRICT can assess its success at meeting this goal.

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## **PREVAILING WAGES AND LABOR COMPLIANCE PROGRAM**

Pursuant to Labor Code Section 1771.7, the DISTRICT has adopted a Labor Compliance Program ("LCP"). Each BIDDER agrees that if its bid is accepted by the DISTRICT, as the awarded CONTRACTOR, it will comply with the provisions of the DISTRICT'S LCP. The CONTRACTOR and all subcontractors utilized by the successful BIDDER on the project shall maintain and furnish to the DISTRICT, or its designated representative, on a periodic basis as directed by the DISTRICT, but in no event less frequent than once each month, certified copies of weekly payroll reports signed under penalty of perjury. The DISTRICT, or its designated representative, will review the payroll reports to verify compliance with the prevailing wage and other requirements of the LCP and will conduct audits as it deems necessary.

The prevailing rate of per diem wages and a description of employer payments are on file at the DISTRICT Office and are available to any interested party upon request. If the CONTRACTOR'S payroll records or reports are delinquent or inadequate, the DISTRICT will withhold contract payments until the delinquency or inadequacy is corrected. Additionally, if after an investigation it is established that an underpayment occurred, the DISTRICT will withhold contract payments equal to the amount of underpayment and applicable penalties. The DISTRICT thereafter will follow the requirements regarding notice to the CONTRACTOR or its subcontractor as provided in Labor Code Section 1771.6. Copy of the Labor Compliance Program is on file at DISTRICT Office for BIDDER review.

The DISTRICT has obtained from the Director of the Department of Industrial Relations the prevailing rate of per diem wages and the prevailing rate for holiday and overtime work in the locality in which the work is to be performed for each craft, classification or type of work needed for the work of the contract. Straight-time hourly rates and overtime hourly rates (daily, Saturday, Sunday and holiday) shall be paid, at a minimum, in accordance with the prevailing wage determination issued by the Director of the Department of Industrial Relations.

The prevailing rate of per diem wages applicable to the Project can also be located on the Internet at the following web address: [www.dir.ca.gov](http://www.dir.ca.gov).

Copies of schedules of rates so determined are on file at the DISTRICT'S Office: San Bernardino City Unified School District, 777 North "F" Street, San Bernardino, CA 92410, and are available to any interested party upon request.

In accordance with Sections 1773 and 1773.2 of the California Labor Code, the CONTRACTOR shall post a copy of the determination of prevailing rate of wages in a prominent location at each jobsite.

The schedule of per diem wages is based upon a working day of eight (8) hours.

The CONTRACTOR and any subcontractor(s) shall pay not less than the specified prevailing rates of wages to all workers employed by them in the execution of the contract.

## **LICENSE REQUIREMENTS**

Pursuant to Section 7028.15 of the Business and Professions Code and Section 3300 of the Public Contract Code, all BIDDERS must possess proper licenses for performance of this Contract. At the time of bid, and for the duration of the Contract, if awarded, CONTRACTORS shall possess the following California CONTRACTOR'S license in order to perform the specified Bid Category of Work.

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Category	License
Contractor	B

Subcontractors must possess the appropriate licenses for each specialty subcontracted. Additionally, all CONTRACTORS and subcontractors must verify their possession of valid license requirements of the applicable local jurisdictions; including but not limited to CAL OSHA Certificate.

**BASIS OF AWARD**

Consistent with Public Contract Code Section 20103.8 and Section 12E (b) of the “Information for Bidders Form” relating to the use of alternate bids, the lowest responsible BIDDER for the project will be determined using the following method:

1. The lowest bid will be the lowest responsible and responsive total bid price on the Base Bid.
2. Once the lowest responsible responsive BIDDER has been selected, the DISTRICT may determine to add to or deduct from the Contract one (1) or more of the additive or deductive items.

The DISTRICT reserves the right to reject any or all bids and to waive irregularities in any bid.

**PRE-BID CONFERENCE AND SITE INSPECTION**

A non-mandatory pre-bid conference and job walk will be held at the Project site for attendance by any interested BIDDER with representatives of the DISTRICT. The conference and walk will commence at **1:00 p.m. on Thursday, June 26, 2009. All attendees shall meet at Bonnie Oehl Elementary School job site at 2525 Palm Ave., Highland, CA 92346. All CONTRACTORS bidding the project are REQUIRED to attend.**

**PUBLICATION AND BID DATES**

First publication: Thursday, June 18, 2009  
 Second publication: Thursday, June 25, 2009  
 Pre Bid Conference Thursday, July 2, 2009  
 RFI Deadline July 7, 2009  
 Addendum Issuance July 10, 2009

Bid Due Date: 2:00 p.m. on Thursday, July 16, 2009  
 Bid Opening Date: 2:00 p.m. on Thursday, July 16, 2009

**END OF DOCUMENT**