

VOLUME 1 – BIDDING REQUIREMENTS (INFORMAL BID)



6507 – District Attorney (DA) Forensic Lab - Toxicology Expansion Project

2201 Courage Dr., 2nd Floor, DA Suite Fairfield, CA 94533

BID SET

(March 11, 2022)

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PREPARED BY:

GENERAL SERVICES DEPARTMENT
Capital Projects Management Division
675 Texas Street, Suite 2500, Fairfield, California



SECTION 00 11 00 - NOTICE TO BIDDERS

NOTICE IS GIVEN THAT SOLANO COUNTY, CALIFORNIA, will receive bids for the furnishing of all labor, materials, coordination, transportation, and services necessary for the completion of:

District Attorney (DA) Forensic Lab - Toxicology Expansion Project At 2201 Courage Dr., 2nd Floor, DA Suite Fairfield, CA 94533

- I. **General Scope of Work:** The project includes 170 gross sf of cold shell space 2nd floor space for expansion of DA's existing toxicology lab. New space improvements include walls, acoustical ceiling tiles, tie-in to mechanical system, sink and casework, power and data outlets, lighting fixtures, flooring, painting, and minimal fire sprinkler. Minimal demolition includes select removal of wall (to create passage to new space). Minor accessibility improvements (e.g., securing mats, stairwell striping, handrail extensions, signage, etc.). Project scope and specifications have been prepared by County of Solano General Services and (Dewberry Architects, Inc).
- II. **Engineer's Estimate:** \$90,000
- III. **Construction Schedule:** The Contractor agrees that the Work will be substantially completed in 96 calendar days from the Notice to Proceed. Contractor shall pay as **liquidated damages of \$1,500/calendar day** should the Contractor fail to complete the work within the time limit, unless Contractor is granted time extension.
- IV. Each bid must be in accordance with the Bid Documents (Drawings, Project Manual including Specifications, and Addenda, if any). Bidders may view copies of the Drawings and Specifications from the Solano County website and any of the following plan rooms, where documents are on file on or about March 11, 2022.

County website: <http://www.solanocounty.com/depts/genserv/cpm/notices.asp>

- Sacramento Regional Builders Exchange, www.srbx.org, Phone (916) 442-8991
- Marin Builders Association, www.marinbuilders.com, Phone: (415) 462-1220
- Bay Area Builders Exchange, www.bayareabx.com, Phone (925) 685-8630
- Placer County Contractors Association & Builders Exchange, www.pccamembers.com, Phone (916) 771-7229

Contractor is responsible for downloading and printing the documents at bidder's expense either in house or at a reprographics business of their choice.

- BPXpress Reprographics, (707) 745-3593, 4740 E. 2nd St., #29, Benicia, CA 94510
 - ARC-Pacheco, (925) 682-6930, 5753 Pacheco Blvd, Pacheco, CA 94553
- V. Sealed bid will be accepted until **2:00pm**, local time, **April 12, 2022**, at the Solano County General Services Department, Capital Projects Management Division, 675 Texas Street, Suite 2500, Fairfield, California 94533. Proposals received after 2:00pm will not be considered responsive and will be returned to bidder unopened. Telephone and fax bids will not be accepted.



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- VI. A **mandatory** pre-bid conference will convene outside the building of 2201 Courage Drive in Fairfield, CA, **10:00 am local time on March 22, 2022**. All Bidders must attend the pre-bid conference and sign the pre-bid roster in order to be eligible to bid this project.
- VII. All inquiries regarding the project shall be directed to Solano County using the form provided in the project specifications. Contact person is Donny Mandrell, project Coordinator, 707-784-3463 (phone), dmandrell@solanocounty.com (e-mail). Only requests for information received in writing or fax or email by close of business on (enter RFI due date) will be responded to.
- VIII. Contractor must possess a current B Contractor's License from the State of California and the required classification(s) of Contractor's License at the time the Bid is submitted (per Business and Professions Code §7028.15).
- IX. Solano County forms are provided in the specifications and shall be used for all proposals. Bidders shall read and review the bid documents carefully and shall familiarize themselves thoroughly with all requirements.
- X. A bid bond or certified check in the amount of 10% of the bid is required.
- XI. Within five (5) calendar days after issuance of the Notice to Proceed, the successful bidder shall be required to furnish a Labor and Materials Payment Bond and Performance Bond in an amount equal to 100% of the Contract amount.
- XII. Bids shall not expire for a period of 90 calendar days from the bid date.
- XIII. Wage rates and restrictions on working days and times shall meet all requirements of the Labor Code of the State of California for public contracts. The bidder may contact the Director of the Department of Industrial Relations, phone number (415) 703-4774, to obtain a schedule of the general prevailing wages applicable to the location and work to be done. The contractor and the contractor's subcontractor are responsible for compliance with the requirements of Section 1777.5 and 1777.6 of the Labor Code of the State of California regarding employment of apprentices.
- XIV. All Contractors and subcontractors must be registered with the California Department of Industrial Relations (DIR) at the time of bid of this project pursuant to Cal. Labor Code Section 1725.5.
- XV. The County will make a bid selection based on lowest, responsible bidder of the Lump Sum Base Bid and who meets the minimum qualifications. If only one bid is received, the County reserves the right to negotiate with the responding contractor. If no bids are received, the County reserves the right to identify interested contractor(s) and negotiate directly without re-bidding. County further reserves the right to reject all bids and cancel the solicitation at their sole discretion.

END OF SECTION 00 11 00



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SECTION 00 21 00 - INSTRUCTIONS TO BIDDERS

- 1.00 Bid proposals must comply with these Instructions to Bidders to be considered responsive.
- 1.01 DOCUMENTS
- A. Refer to Section 01 11 00 - Notice to Bidders on how to view/obtain copies of Bid Documents (Drawings, Project Manual including Specifications, and Addenda, if any).
- 1.02 EXAMINATION
- A. Before submitting a bid, bidders shall carefully examine the Bid Documents, visit the site of the work and fully inform themselves as to all existing conditions and limitations, and shall include in the bid a sum to cover the cost of all items included in the work.
- B. A mandatory pre-bid conference will be held on **March 22, 2022**, beginning at 10am, local time, outside the building of 2201 Courage Drive in Fairfield, CA.
- 1.03 INTERPRETATIONS, ADDENDA
- A. Should a bidder find discrepancies, inconsistencies or omissions from the Bid Documents, or should a bidder be in doubt as to their meaning, they shall at once notify Donny Mandrell (use attached form), by email dmandrell@solanocounty.com. Request for Information will be received until close of business of **March 28, 2022**. Thereafter inquiries will not be responded to. An addendum, answering questions received during the allotted time, will be issued. Addenda containing material changes in the Drawings and/or Project Manual will not be issued **less than 72 hours before the bid opening unless the bid opening is extended by at least 72 hours**.
- B. Any Addenda issued by the County during the time of bidding are to be considered in the Bid and will become a part of the Agreement Between Contractor and County. Bidders shall acknowledge receipt of all Addenda on the Bid Form in the space provided. Addenda will be made available on the County's website, planrooms, and reprographics listed in Section 00 11 00 – Notice to Bidders.
- 1.04 SUBSTITUTION OF MATERIALS
- A. Materials other than those specified shall be approved by Addenda issued by the Architect/Engineer prior to bid opening; otherwise, the bidder assumes the risk that the Architect/Engineer may not approve the desired substitution.
- 1.05 BIDS
- A. All portions of the Bid Proposal must be completed before the bid is submitted. Failure to do so may result in the bid being rejected as nonresponsive. One copy of the Bid Proposal shall be filled in and submitted as the bid.
- B. Bidders must submit as part of the Bid Proposal:
- 7.1 Bid Form
 - 7.2 Sub-Contractor List
 - 7.3 Non-Collusion Affidavit
 - 7.4 Certification Concerning Worker's Compensation
 - 7.5 Bid Bond; and
 - 7.6 Statement of Experience Sheet
- C. Bids will be accepted until **2:00 PM local time on April 12, 2022**, shall be addressed and delivered to:



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ATTN: Donny Mandrell, Project Coordinator
Solano County Department of General Services
Capital Projects Management Division
675 Texas Street, Suite 2500
Fairfield, CA 94533

- D. Each bid shall be delivered in an envelope marked with bidder's name and address and project name. Bids will be accepted until the date and time stated in the Notice to Bidders, or in any notification extending that date and time.
- E. All bids shall remain valid for a period of 90 calendar days after the date of bid opening.
- F. Bids may not be modified after the designated or extended time for bid opening. Upon presentation of satisfactory identification, bidders may withdraw and resubmit bids at any time prior to the designated or extended bid opening. No bid may be withdrawn until ninety (90) calendar days after the bid opening.
- G. County will determine at its own discretion whether a bidder is responsive and responsible, and County's determination will be final.
- H. If Alternates are called for, the contract may be awarded at the election of the County to the lowest responsible bidder on the Lump Sum Base Bid. County reserves the right to include any, or all, of the Alternates in the final award.
- I. County reserves the sole discretion to reject any or all bids or to waive informalities and minor irregularities in the Bid Form or the Bid process.
- J. Bids expressing exceptions or qualifications on Technical Specifications may be disregarded, in the sole discretion of the County.
- K. In accordance with the General Conditions, include in the Bid, all costs for full performance of the work.

1.06 BID FORM

- A. Bids must be made upon the "Bid Form" included in these Specifications, or a copy thereof, all blank spaces filled, the signature shall be in longhand, and the completed form shall be without alterations or erasures. All amounts must be in words as well as in figures. Any discrepancy between the words and figures shall be resolved using the amount stated in words. The "Bid Form" must be filled out in ink or be typewritten. Where the bidder is a corporation, the "Bid Form" must be signed using the name of the corporation followed by the name of the state of incorporation and the signatures of an officer authorized to bind the corporation to a Contract. A bid that is incomplete, incorrect or non-conforming may be disregarded, at the sole discretion of the County.

1.07 BID BOND

- A. Each bidder shall submit with their bid, a certified or cashier's check upon a solvent bank, or a Bid Bond in an amount equal to 10% of the Base Bid made payable to County.
- B. This bid security shall be given as a guarantee that the bidder will enter into the Agreement if awarded to him and will produce the required bonds and certificates of insurance coverage and **shall be retained as liquidated damages if he refuses to enter into said Agreement** upon request to do so by County.
- C. Any certified or cashier's checks will be returned to all unsuccessful bidders, and to each successful bidder upon the County's receipt of a satisfactory Performance Bond, Payment Bond, Certificate of Insurance, Worker's Compensation Insurance Certificate, Automobile Insurance Certificate executed Agreement and all other document required by the Contract Documents prior to the execution of the Agreement



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- by the County. Bid Bonds shall be executed on the form included in these specifications or a copy thereof.
- 1.08 SUB-CONTRACTOR LIST
- A. No bid will be valid without the complete listing of all subcontractors **with the signature of the prime contractor submitting the bid in the space indicated**. Lists submitted by unsuccessful bidders will be returned. Use provided forms in Section 00 43 15 – Subcontractor List Form.
- 1.09 NON-COLLUSION DECLARATION
- A. Each bidder shall submit to County with their bid, a Non-Collusion Declaration covering the bidder and all sub-contractors. Use the form provided in Section 00 45 19 – Non-Collusion Declaration.
- 1.10 FORM OF AGREEMENT
- A. The Agreement, in which the successful bidder, as Contractor, will be required to be executed in three (3) originals, will be in the form of the Agreement Between County and Contractor included in these Specifications.
- 1.11 PERFORMANCE BOND, PAYMENT BOND
- A. The successful bidder shall file with County, a 100% Performance and Payment Bond.
- B. The Performance and Payment Bonds required by these specifications will neither be accepted nor approved by the County unless the bonds are underwritten by a California admitted surety, and the requirements of California Code of Civil Procedure section 995.630 are met. Bonds shall be executed in three (3) originals, on the form included in these Specifications or facsimile thereof.
- 1.12 CONTRACTOR'S LICENSE
- A. The successful bidder shall possess a valid and current Contractor's License, classification **'B', General Building Contractor**, and the required classification (s) of contractor's license issued by the State of California in order to perform the work described in the Contract Documents.
- B. All Contractors and subcontractors must be registered with the California Department of Industrial Relations (DIR) at the time of bid of this project pursuant to Cal. Labor Code Section 1725.5.
- C. This Project is subject to compliance monitoring and enforcement by the California Department of Industrial Relations.
- 1.13 CONTRACTOR'S INSURANCE
- A. Coverage: Contractor shall maintain for the duration of the work and warranty period required under the Agreement, all Insurance in the minimum amounts, and with all certificates and endorsements, required by Article 11 of Section 00 72 00 – GENERAL CONDITIONS." It is highly recommended that Bidders confer with their respective insurance carriers or brokers to determine in advance of bid submission the availability of the insurance certificates and endorsements required. A bidder, who is awarded a contract and thereafter fails to comply strictly with the insurance requirements, will be deemed to be in default of its obligations.

END OF SECTION 00 21 00