

**MEGAN M. GREVE**  
Director  
mmgreve@solanocounty.com  
(707) 784-7900

**DUSTIN D. LENO**  
Assistant Director  
ddlno@solanocounty.com  
(707) 784-7900

**DEPARTMENT OF GENERAL SERVICES**  
Capital Projects Management Division



**MARK A. HUMMEL, AIA**  
Capital Projects Manager  
MAHummel@SolanoCounty.com  
(707) 784-7908

675 Texas Street, Suite 2500  
Fairfield, CA 94533-6342  
www.solanocounty.com

**MANDATORY PRE-BID CONFERENCE**

**Law & Justice East Elevator Upgrade Project**

**530 Union Avenue**

**Fairfield, CA 94533**

From: Tony Esposito, Project Manager  
Project: Law & Justice East Elevator Upgrade  
Meeting: Mandatory Pre-Bid Conference  
Date/Locations: April 26, 2022, 10:00 AM, 675 Texas St., Suite 2500, Fairfield

1) Introduction

a) Sign-In Sheet – to be posted to the County’s website at [www.solanocounty.com](http://www.solanocounty.com). All bidding contractors are required to sign-in and attend building tour. **PRINT CLEARLY!**

b) County’s Project Team

- i) Owner: Solano County
- ii) Architect of Record: N/A
- iii) Project Manager: Solano County – Antonio T. Esposito (Tony)
- iv) Project Manager: Solano County – Chris Chandler
- v) CPM Manager: Solano County-Mark Hummel
- vi) Asst. Proj. Coordinator: Solano County-Justine Arvisu
- vii) County Buyer: Solano County- Karen Poole
- viii) Facilities Opr. Mngr.: Solano County-Jason Alvarez
- ix) Facilities Supervisor: Solano County-Larry Patterson
- x) Jury & Facility Opr.: Superior Courts-Sara Mac Caughey
- xi) Correctional Officer: Sherriff-Joe Bonovitz

c) Lines of Communications during the bid period

- i) Through Project Managers:  
Antonio T. Esposito, (707) 784-3428, [ATEsposito@solanocounty.com](mailto:ATEsposito@solanocounty.com)  
Chris Chandler, (408) 839-7262, [CMChandler@solanocounty.com](mailto:CMChandler@solanocounty.com)

d) Project objective – Retrofit existing elevator.

- i) Provide New Door Operator by GAL manufacturer or equal
  - ii) Provide Control Package by Smartrise manufacturer or equal
  - iii) Provide all new wiring and traveler cable
  - iv) Provide all-new car and hall fixtures
  - v) Retain existing FA (fire alarm) system and operations
  - vi) Provide elevator unit acceptance inspection with DIR (Division of Industrial Relations)
- e) Project Delivery: Informal Bidding
- 2) Review of Bidder Information
- a) Bid Date/Time: **May 10, 2022, 2:00pm** (local time; bid opening to follow immediately)
  - b) Requests for Information: **April 29, 2022, 5:00pm**
  - c) Addenda: No later than **May 3, 2022, 2:00pm**
  - d) Est. Construction Cost: \$110,000
  - c) Submittal of Bid (Sealed) – Per Specifications Volume 2
    - i) Statement of Experience
    - ii) Bid Form
    - iii) Subcontractor’s List
    - iv) Non-Collusion Declaration
    - v) Worker’s Compensation Certification
    - vi) Bid Bond: 10% Bid Bond, Certified or Cashier’s Check
- 3) Bids are to be held 90 calendar days from the bid date
- 4) Lowest responsible bidder will be determined based on lump-sum base bid
- 5) Prevailing Wage with no union requirement
- 6) Project Overview
- a) Summary of Work: To be performed by C-11 Elevator Contractor.
  - b) Project scope and specifications have been prepared by the County of Solano General Services.
  - c) Project Schedule (Milestones)
 

i) Est. Award Date	June 28, 2022
ii) Notice to Proceed	On or before June 30, 2022
iii) Construction (Mobilization) Start Date	July 1, 2022
iv) Complete Submittal Reviews	July 28, 2022
v) Substantial Completion	October 28, 2022

vi)	Final Completion	November 28, 2022
vii)	Notice of Completion Filed Board Date	December 13, 2022
viii)	Warranty Period Expiration Date	December 12, 2024

d) Site Issues

i) Clarification of normal work hours: 7:00-5:00 pm (M-F)

ii) After Hours Work:

(1) Extensive noise-producing activities (e.g. demolition of existing elements, drilling, hammering, sawing, or disturbing current Heavy Fleet operations: Off hours (M-F, 5 pm – 7 am, or Saturday/Sunday)

(2) After-hours work will require coordination with the Project Manager

iii) Building and Site Access

(1) Check in with the Project Manager Daily.

(2) Movement of materials will happen during business hours. This includes material delivery, unloading, and loading. If there is a need to move materials during off-hours, coordination with the County Project Manager is required.

iv) Safety – Building occupants and visiting public

(1) Wear PPE (hard hats, safety vest, safety glasses, safety gloves)

(2) Lock Out Tag Out procedures for energy utilities (i.e. Water, electrical, gas)

v) Lay-down Areas:

(1) See Site Utility Plan

vi) Parking:

(1) See Site Utility Plan

vii) Cleanup – Daily

7) Additional Requirements:

a) Work after Substantial Completion includes punch walk with punch list. Punch list to be completed 30 days after substantial completion.

8) Document Review

a) Project Overview

i) Design Intent

b) Owner's PM Overview

i) Start Warranty Period-Date of Board Acceptance (Notice of Completion)

9) Review of General Conditions

a) Liquidated Damages: \$2,000 per calendar day.

- b) Performance and Payment Bond: 100% performance and payment bond required.
  - e) Application for Payment
    - i) Format – AIA G702
    - ii) Requirements of SB 854
      - (1) Registration of General Contractor and Subcontractors with Department of Industrial Relations (at time of bid submittal)
  - f) Coordination and Meetings: Regular progress meetings will be held weekly following issuance of the Notice to Proceed.
  - g) Submittal Requirements
    - i) Within 5 calendar days of Notice to Proceed, provide the following documents
      - (1) Performance and Payment Bonds
      - (2) Insurance Certifications indicating the coverage amounts specified
      - (3) Priority List of Personnel, including personnel needed background clearances.
    - ii) Within 10 calendar days after the Notice to Proceed, the Contractor to provide:
      - (1) Construction Schedule and Submittal & Procurement Schedule
    - iii) Within 15 calendar days after Notice to Proceed, the Contractor to provide:
      - (1) Substitution Request.
  - h) Temporary Facilities
    - i) Water, Sanitary Facilities (Contractor to provide water and porta potty).
    - ii) Electrical Service / Power – may need temporary permit (Contractor to provide temp generator for power).
    - iii) Data and Telephone – by Contractor
  - i) Safety:
    - i) Temporary measures with building occupied by staff and public
    - ii) Demolition and debris removal, housekeeping (Progress Cleaning by Contractor)
    - iii) Storage of materials in the building, scheduled delivery and transfers
    - iv) Protective equipment and measures
    - v) Air quality: dust and fume control (adhesives, paint, HVAC)
- 10) Questions and Answers
- a) Questions asked by bidders at Pre-Bid Conferences will be answered in an informal manner and will not be considered as part of the Contract Documents. The reply does not change the bid documents unless it is issued in an Addendum. Formal questions will be answered in an addendum.
- 11) Site Inspections. Walk to 530 Union.

12) Closing Remarks

- a) Questions and answers from the site inspection tour
- b) Closing comments

**Note: The above information does not change the Contract Documents. Bidders must review and confirm the items discussed in the Bid Documents, Plans and Specifications.**

**END OF MEETING**