

HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO
PROCUREMENT & CONTRACTS DEPARTMENT
715 E. BRIER DRIVE, SAN BERNARDINO, CA 92408-2841
(909) 890-0644 FAX (909) 890-2349

INVITATION FOR BIDS

MULTIPLE TRADE CONTRACTS

Project Number: PC473
Project Name: Re-Bid of Exterior Improvements at Medical Center Complex
Issue Date: February 22, 2010

The Housing Authority of the County of San Bernardino (HACSB) is accepting sealed bids from licensed Trade Contractors for the Exterior Improvements of a 296-Unit Multi-Family Public Housing development in San Bernardino, California further known as the Medical Center Public Housing Complex.

For this project, the HACSB will be using a Construction Manager as the first point of contact and to coordinate and provide direction to the various trade contractors working on the project site. Multiple trade contracts will be issued and each Contractor is responsible for coordination and cooperation with other trade contractors as necessary to ensure progress and timely completion of the Work.

The trade contracts being solicited now are as follows:

<u>Bid</u>	<u>Trade</u>	<u>License Requirement</u>
<u>Package #</u> 06	Rough Carpentry	C-5

If required, the Contractor will include services for the submission of required documents, reports, drawings, and plans necessary to obtain City permits and State HCD title. Contractor shall possess the appropriate California Contractors License at the time any contract is awarded. Davis-Bacon Prevailing Wages will be required to be paid for all work performed under this Invitation for Bids. Current Wage Determinations may be obtained directly from the website at <http://www.gpo.gov/davisbacon/>. It shall be mandatory upon the Contractor to whom any contract is awarded and upon any Subcontractor under him to pay not less than said specified prevailing rates to all laborers and mechanics employed by them in the execution of the contract.

Interested individuals who would like to participate in the bidding process can visit our website at www.hacsb.com to obtain the Invitation for Bid. Copies of the Construction Drawings and Project Manual are available through www.planwell.com or from **Consolidated Reprographics (909) 370-2727**. Documents, drawings and Project Manual for this IFB are contained on Planwell as PC465 and/or PC473. For additional

information, please contact Maurice Camp, Project Manager at (951) 526-6786.

Please note that the Project Manual contains information on Lead Base Paint, sample contract, and other instructional documents which are binding on the successful bidder.

All bids for work under this Notice will be due at the Housing Authority of the County of San Bernardino at 715 E. Brier Drive, San Bernardino CA 92408 by Friday March 12, 2010 at 10:00 AM.

There will be a “**Job Walk**” Conference held on **Wednesday, March 3, 2010 at 10:00 AM at 924 Wilson Street, San Bernardino, CA.**

The work shall consist of the provision of all permits, materials, labor and equipment to perform the complete work as identified in the Project Manual for this bid. Contractor will be responsible for following all items addressed in the Project Manual, construction drawings, and all applicable laws, codes, regulations and any manufacturer’s recommendations.

No oral requests for clarification will be accepted. All such requests must be in writing by email, mail, fax or hand delivery and submitted to the HACSB no later than **10:00 AM, Tuesday, March 9, 2010.** All questions and clarifications will be answered in one written addendum, to be issued no later than **Wednesday, March 10, 2010,** to all respondents who have been duly recorded as having received a copy of the HACSB’s IFB distribution log.

It is the HACSB’s intent to award a single contract to the lowest responsive bidder, per trade work being advertised, who submitted the lowest “Bid” for the scope of work.

The following items are statutory requirements for each bidder and are to be submitted with the bid. Signatures, and/or initials, are required to be “wet” originals. If any of the required items are not submitted, incomplete, or submitted on any other form other than those provided, the bid will be considered non-responsive and will be disqualified. All of these forms are included within the bid package and may be found on the HACSB website <http://www.hacsb.com/procurement.htm>:

1. Agreement Certification
2. Bid Bond / Guarantee (for contracts in excess of \$25,000) by the bidder in accordance with the Instructions to Bidders for Contracts, which states: “All bids must be accompanied by a negotiable bid guarantee, which shall be not less than five percent (5%) of the amount of the bid”. The Bid Guarantee shall be submitted by each bidder with the bid. Use of a standard surety company’s form for the Bid Bond is permitted.
3. Bidder’s Certification Regarding Section 3 Business Concern Form
4. Certification of Understanding and Authorization
5. Contractor’s Certification of Compliance Davis/Bacon and Related Acts Requirements

6. Corporate Certification
7. Designation of Subcontractors
8. HUD 5369A, Representations, Certifications, and Other Statements of Bidders
9. HUD Form 92010 Equal Employment Opportunity Certification
10. Minority Code Identification Form
11. Minority Women's Business Enterprise Certification
12. Non-collusive Affidavit Form
13. Special Conditions for the Contract for Construction
14. Statement of Bidder's Qualifications
15. Request for Taxpayer Identification Number and Certification (IRS Form W-9)
16. Stipulation of Lien
17. Vendor Application
18. Warranty/Guarantee

The following forms are also required in the bid package submittal and are found within this Invitation to Bid:

1. Bid Proposal Forms (specific for each trade solicited)

The Bidder is hereby informed that HUD form 5369 "Instructions to Bidders for Contract Public and Indian Housing Programs" can be found on the HACSB website and the Contractor should read this document prior to submitting his / her bid.

The Contractor is hereby informed that if selected as the successful bidder the following documents are a binding part of the contract:

1. HUD 5370 General Conditions for Construction Contracts – Public Housing Programs. Exceptions or modifications to this form are as shown in the Project Manual.

Bidder's attention is directed to the provision for Equal Employment Opportunity and payment for all persons of not less than the minimum wages as set forth in the attached Federal Wage Requirements. This is a Davis Bacon project and Federal Regulations will be enforced.

No bid shall be withdrawn for a period of one hundred twenty (120) days subsequent to the opening of the bids without the consent of the HACSB.

Additional requirements may be imposed as necessary to satisfy all statutory requirements which may attach to the work needed to be performed. The HACSB reserves the right to reject any or all bids, to accept the bid best suited to its needs, or to waive any non-statutory informality in the bidding.

Any questions may be directed, in writing by email, fax, or hand delivery to:

Marsha Zeller

Procurement & Contracts Manager

Housing Authority of the County of San Bernardino

715 E. Brier Drive

San Bernardino, CA 92408-2841

mzeller@hacsb.com

HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO
715 E. BRIER DRIVE
SAN BERNARDINO, CA 92408-2841
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ADDITIONAL INSTRUCTIONS TO BIDDERS

The provisions of the following Additional Instructions to Bidders are in addition to the Instructions to Bidders. The Additional Instructions to Bidders will prevail in the event of a conflict between the Instructions to Bidders and the Additional Instructions to Bidders.

"Housing Authority"

The term "Housing Authority", "HACSB", "PHA", or "LHA", as used in these documents, means the Housing Authority of the County of San Bernardino.

Qualification

Only contractors and subcontractors licensed in the State of California under the California Business and Professions Code of Law for the category of work included herein will be permitted to submit a proposal. The contractor's business license must be in the name of the person or entity submitting the proposal. The HACSB reserves the right to require any bidder to present evidence of qualifications and ability and will consider such evidence prior to award of contract. All contractors and subcontractors who have violated the terms of the Federal Labor laws will not be allowed to bid this project.

Clarification During Bidding

Request for clarification of specifications during the bidding period, if any, shall be directed by e-mail or fax to Maurice Camp at mcamp@hacsb.com or (951) 526-6786. Interpretations requested which are not covered in the specifications will only be made in writing by the Contract Administrator.

Existing Conditions

By the act of submitting a proposal for his/her work, each bidder will be held to have examined the premises and satisfied himself/herself as to the existing conditions under which he/she will be obligated to operate or that will in any manner affect the work under this contract. No allowance will be made, subsequently, in this connection on behalf of the contractor for any error or negligence on his/her part.

Addenda

1. Interpretation of Contract Documents: No interpretation or change of the specifications will be made to any bidder orally. Requests for interpretation shall be made to the HACSB at least seven (7) days prior to the bid date. All interpretations requested by that date will be issued in the form of a written addendum and mailed to all prospective bidders. All such addenda shall become

part of the bidding documents and shall be incorporated in all bids. No questions will be answered on the day of the bid opening.

2. Immediately before submitting proposal, each bidder shall ascertain that his/her proposal amount includes any and all addenda which may have been issued during the bidding period. Any additional costs or work covered by addenda shall be included in proposal and shall become part of the contract when executed. It is each bidder's responsibility to obtain all addenda relating to the project in which he/she is bidding.

Completion of Forms

Each bid must give the full business address of the bidder and be signed by him/her with usual signature. Bids by partnerships must furnish full names of all partners and must be signed in the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and designation of the person signing. Bids by a corporation, with corporate seal affixed, must be signed with the legal name of the corporation, followed by the State of Incorporation and by the signature and designation of the president, secretary or other person authorized to bind it in the matter. The names of all persons signing shall be typed below the signatures. When requested, furnish satisfactory evidence of the authority of the officer signing on behalf of the corporation or partnership to the Owner.

Required Bid documents

1. Certification of Acceptance of the General Conditions of the Contract for Construction (HUD Form 5370)

Time and Place of Delivery of Bids

Bids received late or at any other Housing Authority location will be returned - unopened.

Bid Specifications Exactly as Shown

The HACSB will expect a debit or credit during the project for any deviations from specifications and addenda. Deviations will only be at the request of the HACSB.

Rejection of Proposals

Any proposal or pre-screen may, at the HACSB's discretion, be rejected if it is adjudged incomplete, illegible, or conditional. However, alternate proposals or explanations may be made on separate sheets. Such alternates or explanations will not be considered in determining the low bid, but may be used in negotiations after determination of the low bidder. All corrections shall be initiated by the bidder.

Award of Contract

1. Bid opening will be officiated and attended by the Contract Administrator at the place and time stated in the Invitation to Bid.

2. Identity of the successful bidder may not be determined at bid opening. The HACSB reserves the right to obtain opinion of Counsel of legality and sufficiency of bids. The contract will be awarded, if at all, to the lowest responsible bidder within sixty (60) days of the final date of receiving bids, and the contract will be entered into within ten (10) days after written notice of award has been given to the successful bidder.
3. The HACSB reserves the right to reject any or all bids.

Time for Performance

1. All work and/or deliveries and set-up shall be completed and the contract performed within the total number of calendar days stated below. Any modification of this time caused by inclusion of any alternate in the contract shall be as stated in such alternate. Total number of calendar days: to be determined relative to each contract awarded.
2. All time limits stated in the contract documents are of the essence of the contract.
3. The HACSB will issue, or authorize to be issued, a **NOTICE TO PROCEED**. Work shall commence on, or subsequent to, receipt of such notice, and time for performance shall be calculated ten (10) days from date of issuance of such notice.

Lead-Based Paint Prohibition

Any contractor awarded a contract for construction or rehabilitation shall comply with 24 CFR Part 35 prohibiting the use of lead-based paint.

Subcontractors

A list of subcontractors will be submitted at the time of bid opening on the form entitled "Designation of Subcontractors" and as required by State Law. The subcontractor shall have demonstrated to the Owner's satisfaction previous experience in each additional division or classification he is listed under other than his primary contracting business.

If a subcontractor is licensed and qualified to do more than one division or classification of work as defined by the specifications, he shall be listed under each of these additional divisions or classifications. All subcontractors shall be listed if their portion of the work is 1/2 of 1% or more of the total project bid amount.

Within 72 hours after bid opening, the apparent low bidder will be required to submit an additional list which will include all of the following information of the selected trade contractor and each subcontractor listed in the original bid proposal submission:

- a. Complete name (as it appears on State Contractors License), address and phone number for each.

- b. Trade for each.
- c. Valid State of California Contractor's License Number and license classification for each, Class B or appropriate specialty contractor's license.
- d. Expiration date (if license is expired or inactive, proof of renewal must be submitted).
- e. Performance/Payment Bond
- f. Certificate of Worker's Compensation Insurance
- g. Certificate of Liability Insurance, minimum policy coverage of \$1,000,000.00 with the HACSB named as an additional insured on the policy.
- h. Certificate of Automobile Liability Insurance, minimum policy coverage of \$500,000.00 with the HACSB named as an additional insured on the policy.
- i. Builder's Risk insurance is not required.
- j. Previous Participation Certificate HUD Form 2530 (applicable to construction and equipment contracts exceeding \$50,000).

Bidders shall inform all proposed subcontractors that they will be required to submit similar items within 72 hours if requested by HACSB.

HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO
715 E. Brier Dr.
San Bernardino, CA 92408

BID PROPOSAL FORM
ROUGH CARPENTRY CONTRACTOR

Bid Number: **IFB PC 473**

Bid Package #: **06**

Contractor Name: _____

To: The Housing authority of the County of San Bernardino
Procurements and Contracts
715 E. Brier Drive
San Bernardino, CA 92408

Scope of Work: Construct rough carpentry as indicated. Use methods required to complete the Work within limitations of governing regulations and as described in Section 061000 of Project Manual. This bid includes providing all labor, materials, equipment, sanitary facilities, and inclusion of other costs associated with completing the work including disposal fees.

Note: Contractor/sub-contractor will provide own sanitary facilities (portable toilets).

Pursuant to and in compliance with this Invitation to Bid and other documents related thereto, and subject to all conditions thereof, the undersigned hereby proposes and agrees, if this bid be accepted, within thirty (30) calendar days from date of opening, to furnish all labor, material, equipment and to perform the specific work required thereby within **One Hundred Fifty (150)** calendar days after receipt of Notice to Proceed.

LIST UNIT PRICES BELOW:

TYPICAL ONE-BED. DUPLEX COMPLETE	Dollars	(\$)

TYPICAL TWO-BED. DUPLEX COMPLETE	Dollars	(\$)

TYPICAL THREE-BED. DUPLEX COMPLETE	Dollars	(\$)

BID PROPOSAL FORM

ROUGH CARPENTRY CONTRACTOR

Bid Number: **IFB PC 473**

Bid Package #: **06**

TYPICAL FOUR-BED. DUPLEX COMPLETE

Dollars (\$ _____)

TYPICAL FIVE-BED. COMPLETE

Dollars (\$ _____)

HEAD START BUILDING COMPLETE

Dollars (\$ _____)

JOHNSON HALL BUILDING COMPLETE

Dollars (\$ _____)

SHOP BUILDING COMPLETE

Dollars (\$ _____)

BID PROPOSAL FORM

ROUGH CARPENTRY CONTRACTOR

Bid Number: **IFB PC 473**

Bid Package #: **06**

ROUGH CARPENTRY ON HEAD START BUILDING

Dollars (\$ _____)

ROUGH CARPENTRY ON JOHNSON HALL BUILDING

Dollars (\$ _____)

ROUGH CARPENTRY ON SHOP BUILDING

Dollars (\$ _____)

PHASE 1 ROUGH CARPENTRY COMPLETE

Dollars (\$ _____)

PHASE 2 ROUGH CARPENTRY COMPLETE

Dollars (\$ _____)

PHASE 3 ROUGH CARPENTRY COMPLETE

Dollars (\$ _____)

The undersigned, having familiarized themselves with the local conditions affecting the cost of the work, and with the Plans, Specifications, and Addendums, if any thereto, hereby proposes to furnish all labor, materials, equipment, and services including providing sanitary facilities and disposal fees required to construct and complete modifications to the project(s) described in these documents all in accordance therewith, for the sum of:

TOTAL BID PRICE

Dollars (\$ _____)

(Amounts shall be shown in both words and figures. In case of discrepancy the amount shown in words will govern).

In submitting this bid it is understood that the right is reserved by the Housing Authority of the County of San Bernardino to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed, faxed, or delivered to the undersigned within thirty (30) days after the opening thereof, or at any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a contract in the prescribed form and furnish any required bonds within ten (10) days after the contract is presented to him for signature.

BID PROPOSAL FORM

ROUGH CARPENTRY CONTRACTOR

Bid Number: **IFB PC 473**

Bid Package #: **06**

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

Date: _____, 20____

(Company Name)

(By)

(Official Address) (Title)

Contractors State License Number (Telephone Number)

NOTE: IN ADDITION TO THIS FORM--BIDS MUST INCLUDE A BID BOND AND THE COMPLETED FORMS LISTED BELOW

1. Agreement Certification
2. Bid Bond / Guarantee (for contracts in excess of \$25,000) by the bidder in accordance with the Instructions to Bidders for Contracts, which states: "All bids must be accompanied by a negotiable bid guarantee, which shall be not less than five percent (5%) of the amount of the bid". The Bid Guarantee shall be submitted by each bidder with the bid. Use of a standard surety company's form for the Bid Bond is permitted.
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8. HUD 5369A, Representations, Certifications, and Other Statements of Bidders
9. HUD Form 92010 Equal Employment Opportunity Certification
10. Minority Code Identification Form
11. Minority Women's Business Enterprise Certification
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13. Special Conditions for the Contract for Construction
14. Statement of Bidder's Qualifications
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16. Stipulation of Lien
17. Vendor Application

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ROUGH CARPENTRY CONTRACTOR

Bid Number: **IFB PC 473**

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18. Warranty/Guarantee

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1. Bid Proposal Forms (specific for each trade solicited)

ALSO NOTE: These items are statutory requirements for each bidder and are to be submitted with the bid. Signatures, and/or initials, are required to be “wet” originals. If any of the required items are not submitted, incomplete, or submitted on any other form other than those provided, the bid will be considered non-responsive and will be disqualified. All of these forms are included within the bid package and may be found on the HACSB website <http://www.hacsb.com/procurement.htm>: