Cutten Elementary School District

INVITATION FOR BIDS

Proposition 39

HVAC Replacement Bid No. 17-013

DEADLINE FOR SUBMITTING BIDS: 3 p.m., June 7, 2017

All bids must be submitted in person or by mail to:
Patricia Terry, Project Manager
Redwood Coast Energy Authority (RCEA)
633 3rd Street
Eureka, CA, 95501

Mandatory Pre-Bid Conference

A mandatory pre-bid conference will be held to acquaint all prospective bidders with the Contract Documents and the Project site. Failure to attend the conference may result in the disqualification of the bid of the non-attending bidder.

Date: Wednesday, May 17, 2017

Time: 2:00 p.m.

Location: Cutten Elementary School

4182 Walnut Dr Eureka, CA 95503

Contacts: Patricia Terry, Project Manager Julie Osborne, Superintendant

pterry@redwoodenergy.org josborne@cuttensd.com

(707) 269-1700 (707) 441-3900

OVERVIEW

Cutten Elementary School District is soliciting bids from interested contractors to implement HVAC upgrades at their Cutten Elementary School and Ridgewood Elementary School campuses. The goal of the project is to reduce energy use at the school sites. The expected work product is to install identified capital improvements that will reduce the overall energy usage and comply with California Energy Commission (CEC) guidelines for the use of Proposition 39 funding.

The District seeks a contractor to complete the following:

Base Bid:

- Replace (2) exterior wall-mount heat pumps on portable units at Cutten Elementary School with high efficiency exterior wall-mount heat pumps.
- Replace (5) exterior wall-mount heat pumps on portable units at Ridgewood Elementary School with high efficiency exterior wall-mount heat pumps.
- Install (8) wi-fi enabled smart thermostats on new and existing HVAC units at Cutten Elementary School.
- Install (9) wi-fi enabled smart thermostats on new and existing HVAC units at Ridgewood Elementary School.

Additive Alternate 1:

- Replace (4) exterior wall-mount gas/electric units on portable units at Cutten Elementary School with high efficiency exterior wall-mount heat pumps.
- Replace (3) exterior wall-mount gas/electric units on classrooms at Ridgewood Elementary School with high efficiency exterior wall-mount heat pumps.

Additive Alternate 2:

• Replace (11) existing hanging heaters with (11) high efficiency condensing furnaces in the attic in classrooms at Cutten Elementary School.

Additive Alternate 3:

• Replace (11) existing hanging heaters with (11) high efficiency hanging heaters in classrooms at Cutten Elementary School.

SCHEDULE

The following is a schedule of significant events and deadlines:

Issue Date Wednesday, April 5, 2017

Mandatory pre-bid conference: 2:00 p.m., Wednesday, May 17, 2017

Bids due:

Public bid opening:

Anticipated bid award date:

Installation start date:

By 3 p.m., June 7, 2017

After 3 p.m., June 7, 2017

Tuesday, June 13, 2017

After June 19, 2017

Installation complete: no later than August 24, 2018

Table of Contents

OVER	RVIEW	1
SCHE	EDULE	1
	CE INVITING BIDS CUTTEN ELEMENTARY SCHOOL DISTRICT PREPLACEMENT PROJECT	
SCOP	PE OF WORK	5
INSTI	RUCTIONS TO BIDDERS	8
BID P	PROPOSAL FORM	16
1)	SUBCONTRACTOR LIST FORM	19
2)	WORKERS' COMPENSATION CERTIFICATE	20
3)	NONCOLLUSION AFFIDAVIT	21
4)	BID BOND	22
5)	BIDDER'S QUESTIONNAIRE	23
APPE	NDICES	27
APF	PENDIX A: Itemized Scope of Work	27
APF	PENDIX B: Site Maps	29
ΛDE	PENDIX C: Existing Equipment	31

NOTICE INVITING BIDS Cutten Elementary School District Proposition 39 HVAC Replacement Project

- 1. Notice is hereby given that the Governing Board of the Cutten Elementary School District ("District"), of the County of Humboldt, State of California, will receive sealed bids for the Proposition 39 HVAC Replacement Project ("Project") up to, but not later than, 3 p.m., on June 7, 2017, and will thereafter publicly open and read aloud the bids. All bids shall be received at the office of Redwood Coast Energy Authority ("RCEA"), 633 Third Street, Eureka, California.
- 2. Each bid shall be completed on the Bid Proposal Form included in the Contract Documents, and must conform and be fully responsive to this invitation, the plans and specifications, and all other Contract Documents. Copies of the Contract Documents are available for examination at RCEA, 633 3rd Street, Eureka, California, and at the RCEA website http://www.redwoodenergy.org/opportunities/bid-opportunities, and may be obtained by licensed contractors upon request.
- 3. Each bid shall be accompanied by cash, a cashier's or certified check, or a bidder's bond executed by a surety licensed to do business in the State of California as a surety, made payable to the District, in an amount not less than ten percent (10%) of the maximum amount of the bid. The check or bid bond shall be given as a guarantee that the bidder to whom the contract is awarded will execute the Contract Documents and will provide the required payment and performance bonds and insurance certificates within ten (10) days after the notification of the award of the contract.
- 4. The successful bidder shall comply with the provisions of the Labor Code pertaining to payment of the generally prevailing rate of wages and apprenticeships or other training programs. The Department of Industrial Relations has made available the general prevailing rate of per diem wages in the locality in which the work is to be performed for each craft, classification or type of worker needed to execute the contract, including employer payments for health and welfare, pension, vacation, apprenticeship and similar purposes. Copies of these prevailing rates are available to any interested party upon request and are online at http://www.dir.ca.gov/DLSR. The Contractor and all Subcontractors shall pay not less than the specified rates to all workers employed by them in the execution of the Contract. It is the Contractor's responsibility to determine any rate change.
- 5. The schedule of per diem wages is based upon a working day of eight hours. The rate for holiday and overtime work shall be at least time and one half.
- 6. The substitution of appropriate securities in lieu of retention amounts from progress payments in accordance with Public Contract Code §22300 is permitted.
- 7. Pursuant to Public Contract Code §4104, each bid shall include the name and location of the place of business of each subcontractor who shall perform work or service or fabricate or install work for the contactor in excess of one-half of one percent (1/2 of 1%) of the bid price. The bid shall describe the type of the work to be performed by each listed subcontractor.
- 8. No bid may be withdrawn for a period of sixty (60) days after the date set for the opening for bids except as provided by Public Contract Code §§5100 et seq. The District reserves

- the right to reject any and all bids and to waive any informalities or irregularities in the bidding.
- 9. Minority, women, and disabled veteran contractors are encouraged to submit bids. This bid is ___/ is not _X_ subject to Disabled Veteran Business Enterprise requirements.
- 10. The project is subject to compliance monitoring and enforcement by the California Department of Industrial Relations. In accordance with SB 854, all bidders, contractors, and subcontractors working at the site shall be duly registered with the Department of Industrial Relations at time of bid opening and at all relevant times. Proof of registration shall be provided as to all such contractors prior to the commencement of any work.
- 11. Each bidder shall possess at the time the bid is awarded the following classification(s) of California State Contractor's license: A, B, or C-20.
- 12. Mandatory Pre-Bid Conference. A mandatory pre-bid conference will be held at Cutten Elementary School on Wednesday, May 17, 2017 at 2:00 p.m. for the purpose of acquainting all prospective bidders with the Contract Documents and the Project site. Failure to attend the conference may result in the disqualification of the bid of the non-attending bidder.

CUTTEN ELEMENTARY SCHOOL DISTRICT

By: Julie Osborne, Superintendant

DATED: May 9, 2017

Publication Dates: 1) Tuesday, May 9, 2017 2) Tuesday, May 16, 2017

SCOPE OF WORK

Cutten Elementary School District ("District") is soliciting bids from licensed and qualified contractors for the following scope of work at the Cutten Elementary school and Ridgewood Elementary School campuses in Eureka, CA.

The selected contractor will:

Provide all equipment, labor, and material for a complete project. Include all site work, disposal, design and applicable fees and taxes.

- 1. Base Bid: Replace (2) exterior wall-mount heat pumps on portable units at Cutten Elementary School and (5) exterior wall-mount heat pumps on portable units at Ridgewood Elementary School with high efficiency exterior wall-mount heat pumps, 3.0 tons, EER 11 and IPLV 14 or greater.
 - a. Location
 - i. Furnaces to be replaced are located on portable classrooms. See Appendix A for a table of measure locations and Appendix B for a Site Map.
 - b. Demolition
 - i. Remove existing heat pump. Existing duct work to remain in place.
 - ii. Ensure proper recycling and/or disposal of removed units.
 - c. Mechanical
 - i. Provide and install seven (7) new 3.0 ton heat pumps with EER 11 and IPLV 14 or greater, Bard T36S1-A08XPXXXX or equivalent.
 - ii. Existing ductwork (if present) shall be used with minimum modifications.
 - iii. Provide new transitions and adapters, as required.
 - d. Electrical
 - i. Disconnect and reconnect power in the same location.
 - e. Structural
 - i. Proposed furnace weight should not exceed existing furnace weight.
 - ii. Provide support as needed.
 - f. Title 24
 - i. System must comply with 2016 Building Energy Efficiency Standards (Title 24, Section 6)
- **2. Base Bid:** Install (8) wi-fi enabled smart thermostats on new and existing HVAC units at Cutten Elementary School and (9) wi-fi enabled smart thermostats on new and existing HVAC units at Ridgewood Elementary School.
 - a. Controls
 - i. Remove existing thermostats.
 - ii. Provide and install new Wi-Fi enabled smart thermostats, Honeywell RTH8580WF or equivalent.
 - iii. Connect to new and existing HVAC units.
 - iv. Ensure proper operations.
- **3. Additive Alternate 1:** Replace (7) additional exterior wall-mount gas/electric units at Ridgewood Elementary School with high efficiency exterior wall-mount heat pumps.
 - a. Location
 - i. Furnaces to be replaced are located on portable classrooms. See Appendix A for a table of measure locations and Appendix B for a Site Map.

- b. Demolition
 - ii. Remove existing wall-mount gas/electric HVAC unit. Existing duct work to remain in place.
 - iii. Ensure proper recycling and/or disposal of removed units.
- c. Mechanical
 - iv. Provide and install three (3) new 3.0 ton heat pumps with EER 11 and IPLV 14 or greater, Bard T36S1-A08XPXXXX or equivalent.
 - v. Existing ductwork (if present) shall be used with minimum modifications.
 - vi. Provide new transitions and adapters, as required.
 - vii. Cap off gas lines.
- d. Electrical
 - ii. Disconnect and reconnect power in the same location.
- e. Structural
 - iii. Proposed furnace weight should not exceed existing furnace weight.
 - iv. Provide support as needed.
- f. Title 24
 - ii. System must comply with 2016 Building Energy Efficiency Standards (Title 24, Section 6)
- **4. Additive Alternate 2:** Replace (11) existing hanging heaters with (11) high efficiency condensing furnaces in the attic, AFUE 92% or greater, in classrooms at Cutten Elementary School.
 - a. Location
 - iii. Furnaces to be replaced are located in classrooms at Cutten Elementary School. See Appendix A for a table of measure locations and Appendix B for a Site Map.
 - b. Demolition
 - i. Remove existing hanging heaters.
 - iv. Ensure proper recycling and/or disposal of removed units.
 - c. Mechanical
 - i. Provide and install nine (11) new 40,000 BTUh furnaces, 92% AFUE or greater.
 - ii. Install ductwork for distribution through ceiling.
 - iii. Connect gas to existing lines.
 - iv. Provide drainage as needed.
 - d. Electrical
 - iii. Connect furnace to existing power.
 - iv. Install receptacle, light switch and lighting as required.
 - e. Structural
 - v. Structural review and engineering will be done in advance of installation.
 - vi. Structural engineer will coordinate with contractor to ensure the engineering is done for the furnace specified for installation.
 - vii. Ensure unit is properly supported and secured.
 - viii. Install working platform is required.
 - f. Title 24
 - iii. System must comply with 2016 Building Energy Efficiency Standards (Title 24, Section 6)
- **5.** Additive Alternate 3: Replace (11) existing hanging heaters with (11) high efficiency hanging heaters in classrooms at Cutten Elementary School, this will be in lieu of Additive Alternate 1.
 - a. Location

- Furnaces to be replaced are located in classrooms at Cutten Elementary School.
 See Appendix A for a table of measure locations and Appendix B for a Site Map.
- b. Demolition
 - iii. Remove existing hanging heaters.
 - v. Ensure proper recycling and/or disposal of removed units.
- c. Mechanical
 - v. Provide and install nine (11) new 60,000 BTUh hanging heaters, 92% AFUE or greater.
 - vi. Connect gas to existing lines.
 - vii. Provide drainage as needed.
- d. Electrical
 - v. Disconnect and reconnect power at existing location.
- e. Structural
 - a. Proposed furnace weight should not exceed existing furnace weight.
 - b. Provide support as needed.
- f. Title 24
 - iv. System must comply with 2016 Building Energy Efficiency Standards (Title 24, Section 6)

6. Coordinate with the District and Redwood Coast Energy Authority to ensure adherence to Proposition 39 program guidelines.

- a. All project services will comply with Proposition 39: California Clean Energy Jobs Act 2015 Program Implementation Guidelines.
- b. Contractor commits to prompt communication of change orders prior to execution to ensure Proposition 39 compliance.
- c. Report costs and other information as needed to meet Prop 39 reporting requirements.

7. In addition to completing the scope defined above and in APPENDIX A:

- a. Coordinate with district for scheduling the installation dates and times in order to work with floor cleaning schedule.
- b. Verify all fixtures are operational seven (7) days post installation. If not operational, correct and verify.
- c. Provide briefing on the installed equipment to school staff/faculty.

INSTRUCTIONS TO BIDDERS

Each response to this Invitation for Bids submitted to the District for the Proposition 39 HVAC Replacement Project ("Project") shall be in accordance with the following instructions and requirements, which are part of the Contract Documents for this Project.

1. <u>Deadline for Receipt of Bids.</u> Each bid shall be sealed and submitted to the Redwood Coast Energy Authority, 633 3rd Street, Eureka, no later than 3 p.m. on June 7, 2017. The District suggests that bids be hand delivered in order to ensure their timely receipt. Any bids received after the time stated, regardless of the reason, shall be returned, unopened, to the bidder.

SUBMITTAL OF RESPONSES

Proposals shall be received at the RCEA office at or before 3 p.m. on June 7, 2017.

ALL MAILED PROPOSALS SHALL BE ADDRESSED AS FOLLOWS:

BID NO. 17-013 Attn: Patricia Terry, Project Manager Redwood Coast Energy Authority 633 3rd Street Eureka, CA 95501

The envelope shall also indicate the name and address of the submitting firm, with "DO NOT OPEN UNTIL BID OPENING" on the front of the envelope.

HAND DELIVERED COURIER OR PACKAGED DELIVERED SERVICE SHALL BE DELIVERED DIRECTLY TO:

Redwood Coast Energy Authority 633 3rd Street Eureka, CA 95501

2. <u>Mandatory Pre-Bid Conference</u>. A mandatory pre-bid site visit and question forum will be held on Wednesday, May 17, 2017 at 2:00 p.m. local time for the purpose of acquainting all prospective bidders with the Contract Documents and the Project site. This will be the bidder's time to look at the installation site and ask any questions about the project.

The pre-bid site visit will begin at the following location:

Cutten Elementary School 4182 Walnut Dr Eureka, CA 95503

- 3. Requests for Information. A bidder's failure to request clarification or interpretation of an apparent error, inconsistency or ambiguity in the Contract Documents waives that bidder's right to thereafter claim entitlement to additional compensation based upon an ambiguity, inconsistency, or error, which should have been discovered by a reasonably prudent Contractor, subject to the limitations of Public Contract Code §1104. Any questions relative to the bid shall be in writing and directed to the Project Manager at the address specified for receipt of bid proposals. These requests shall be submitted to the Project Manager at least five working days prior to the date the bid is due.
- 4. <u>Bid Proposal Forms</u>. All bid proposals shall be made on the form provided by the District. All items on the form shall be filled out in ink. Numbers should be stated in figures, and the signatures of all individuals must be in long hand. The completed form should be without interlineations, alterations, or erasures.
- 5. Execution of Forms. Each bid shall give the full business address of the bidder and must be signed by the bidder or bidder's authorized representative with his or her usual signature. Bids by partnerships must furnish the full names of all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters. Bids by corporations must be signed with the legal name of the corporation, followed by the signature and designation of the president, secretary, or other person authorized to bind the corporation in this matter. The name of each person signing shall also be typed or printed below the signature. When requested by the District, satisfactory evidence of the authority of the officer signing on behalf of the corporation or partnership shall be furnished. A bidder's failure to properly sign required forms may result in rejection of the bid. All bids must include the bidder's contractor license number(s) and expiration date(s).
- 6. Bid Security. Bid proposals shall be accompanied by a certified or cashier's check or bid bond for an amount not less than ten percent (10%) of the bid amount, payable to the District. A bid bond shall be secured from an admitted surety company, licensed in the State of California, and satisfactory to the District. The bid security shall be given as a guarantee that the bidder will enter into the Contract if awarded the work, and in the case of refusal or failure to enter into the Contract within ten (10) calendar days after notification of the award of the Contract or failure to provide the payment and performance bonds and proof of insurance as required by the Contract Documents, the District shall have the right to award the Contract to another bidder and declare the bid security forfeited. The District reserves the right to pursue all other remedies in law or equity relating to such a breach including, but not limited to, seeking recovery of damages for breach of contract. Failure to provide bid security, or bid security in the proper amount, shall result in rejection of the bid.
- 7. <u>Withdrawal of Bid Proposals</u>. Bid proposals may be withdrawn by the bidders prior to the time fixed for the opening of bids, but may not be withdrawn for a period of sixty (60) days after the opening of bids, except as permitted pursuant to Public Contract Code §5103.

- 8. <u>Addenda or Bulletins</u>. The District reserves the right to issue addenda or bulletins prior to the opening of the bids subject to the limitations of Public Contract Code §4104.5. Any addenda or bulletins issued prior to bid time shall be considered a part of the Contract Documents.
- 9. <u>Bonds</u>. The successful bidder shall be required to submit payment and performance bonds as specified in and using the bond forms included with the Contract Documents. All required bonds shall be based on the maximum total contract price as awarded, including additive alternates, if applicable.
- 10. Rejection of Bids and Award of Contract. The District reserves the right to waive any irregularities in the bid and reserves the right to reject any and all bids. The Contract will be awarded, if at all, within sixty (60) calendar days after the opening of bids to the lowest responsible and responsive bidder, subject to Governing Board approval. The time for awarding the Contract may be extended by the District with the consent of the lowest responsible, responsive bidder.
- 11. Execution of Contract. The successful bidder shall, within ten (10) calendar days of the Notice of Award of the Contract, sign and deliver to the District the executed contract along with the bonds and certificates of insurance required by the Contract Documents. In the event the successful bidder fails or refuses to execute the Contract or fails to provide the bonds and certificates as required, the District may declare the bidder's bid deposit or bond forfeited as liquidated damages, and may award the work to the next lowest responsible, responsive bidder, or may reject all bids and, in its sole discretion, call for new bids. In all cases, the District reserves the right, without any liability, to cancel the award of Contract at any time prior to the full execution of the Contract.
- 12. <u>Drawings and Specifications</u>. All drawings, specifications and other documents used or prepared during the project shall be the exclusive property of the District.
- 13. Evidence of Responsibility. Upon the request of the District, a bidder shall submit promptly to the District satisfactory evidence showing the bidder's financial resources, the bidder's experience in the type of work being required by the District, the bidder's availability to perform the Contract and any other required evidence of the bidder's qualifications and responsibility to perform the Contract. The District may consider such evidence before making its decision to award the Contract. Failure to submit requested evidence may result in rejection of the bid.
- 14. <u>Taxes</u>. Applicable taxes shall be included in the bid prices.
- 15. <u>Bid Exceptions</u>. Bid exceptions are not allowed. If the Bidder has a comment regarding the bid documents or the scope of work, the Bidder shall submit those comments to the District for evaluation at least seven working days prior to the opening of the bids. No oral or telephonic modification of any bid submitted will be considered and a sealed

- written modification may be considered only if received prior to the opening of bids. E-mailed or faxed bids or modifications will not be accepted.
- 16. <u>Discounts</u>. Any discounts which the bidder desires to provide the District must be stated clearly on the bid form itself so that the District can calculate the net cost of the bid proposal. Offers of discounts or additional services not delineated on the bid form will not be considered by the District in the determination of the lowest responsible responsive bidder.
- 17. <u>Quantities</u>. The quantities shown on the plans and specifications are approximate. The District reserves the right to increase or decrease quantities as desired.
- 18. <u>Prices</u>. Bidders must quote prices F.O.B. Cutten Elementary School unless otherwise noted. Prices should be stated in the units specified and bidders should quote each item separately.
- 19. <u>Samples</u>. On request, samples of the products being bid shall be furnished to the District.
- 20. Special Brand Names/Substitutions. In describing any item, the use of a manufacturer or special brand does not restrict bidding to that manufacturer or special brand, but is intended only to indicate quality and type of item desired, except as provided in §3400 of the Public Contract Code. Substitute products will be considered either prior to or after the award of the Contract in accordance with §3400 and as set forth in either the Supplemental Conditions or the Scope of Work. All data substantiating the proposed substitute as an "equal" item shall be submitted with the written request for substitution. Substitutions for products qualifying for rebates must meet the same qualifications. The District and its representatives reserve the right to make all final decisions on product and vendor selection.
- 21. <u>Container Costs and Delivery</u>. All costs for containers shall be borne by the bidder. All products shall conform to the provisions set forth in the federal, county, state, and city laws for their production, handling, processing and labeling. Packages shall be so constructed to ensure safe transportation to the point of delivery.
- 22. <u>Bid Negotiations</u>. A bid response to any specific item of the bid using terms such as "negotiable," "will negotiate," or similar phrases, will be considered non-responsive.
- 23. <u>Prevailing Law.</u> In the event of any conflict or ambiguity between these instructions and state or federal law or regulations, the latter shall prevail. All equipment to be supplied or services to be performed under the bid proposal shall conform to all applicable requirements of local, state and federal law, including, but not limited to, Labor Code §§1771, 1778 and 1779.

- 24. <u>Allowances</u>. An "allowance" means an amount included in the bid proposal for work that may or may not be included in the Project, depending on conditions that will become known only after the Project is underway.
- 25. <u>Subcontractors</u>. Pursuant to the Subletting and Subcontracting Fair Practices Act, Public Contract Code §§4100-4114, every bidder shall, on the enclosed Subcontractor List Form, set forth:
 - a. The name and location of the place of business of each Subcontractor who will perform work or labor or render service to the bidder in or about the work or fabricate and install work in an amount in excess of one-half (1/2) of the one percent (1%) of the bidder's total bid.
 - b. If the bidder fails to specify a Subcontractor for any portion of the work to be performed under the Contract in excess of one-half (1/2) of one percent (1%) of the bidder's total bid, bidder agrees that bidder is fully qualified to and shall perform that portion of the work. The successful bidder shall not, without the written consent of the District or compliance with Public Contract Code §§4100 4114, either:
 - 1) Substitute any person as Subcontractor in place of the Subcontractor designated in the original bid;
 - 2) Permit any subcontract to be voluntarily assigned or transferred or allow the work to be performed by anyone other than the original Subcontractor listed in the bid; or
 - 3) Sublet or subcontract any portion of the work in excess of one-half (1/2) of one percent (1%) of the total bid as to which the bidder's original bid did not designate a Subcontractor.
- 26. Examination of Contract Documents and Work Site. Before submitting a bid proposal, all bidders shall carefully examine the Contract Documents, including the plans and specifications, shall visit the site of the proposed work, and shall fully inform themselves of all conditions in and about the work site, as well as applicable federal, state, and local laws and regulations that may affect the work. No bidder shall visit the site without prior authorization of the District. Bidders shall contact the District Superintendent or designee for coordination of site visits.
- 27. <u>Form and Approval of Contract</u>. The Contract Documents must be approved by the Governing Board of the District and its legal counsel. The bidder selected by the District shall execute the contract provided by the District.
- 28. <u>Licenses and Permits</u>. Each bidder, and its Subcontractors, if any, shall at all times possess all appropriate and required licenses or other permits to perform the work as

- identified in the Contract Documents. Upon request, each bidder shall furnish the District with evidence demonstrating possession of the required licenses or permits.
- 29. <u>Denial of Right to Bid.</u> Contractors or Subcontractors who have violated state law governing public works shall be denied the right to bid on this public works contract pursuant to Labor Code §1777.7.
- 30. <u>Bidders Interested in More Than One Bid.</u> No person, firm, or corporation shall make, or file, or be interested in more than one bid. However, a person, firm, or corporation that has submitted a sub-proposal to a bidder, or that has quoted prices of materials to a bidder, is not thereby disqualified from submitting a sub-proposal or quoting prices to other bidders or from submitting a prime proposal.
- 31. <u>Contractor's State License Board.</u> Contractors and Subcontractors are required by law to be licensed and regulated by the California Contractors' License Board.
- 32. <u>Fingerprinting</u>. By law it is the District's responsibility to determine whether a contractor must provide fingerprint certification. Pursuant to Education Code §45125.2, the District considers the totality of the circumstances in order to determine if fingerprinting of employees of a contractor working on a school site is required. Factors to be considered include the length of time the contractor's employees are on school grounds, whether students are in proximity to the location where the contractor's employees are working, and whether the contractor's employees are working alone or with others.
- 33. <u>Disabled Veterans Participation Goals</u>. In accordance with Education Code §17076.11, this District has a participation goal for disabled veteran business enterprises ("DVBE") of at least 3 percent per year of the overall dollar amount of funds allocated to the District by the State Allocation Board pursuant to the Leroy F. Greene School Facilities Act of 1998 for construction or modernization and expended each year by the District. Prior to, and as a condition precedent for final payment under the Contract for the project, the Contractor shall provide appropriate documentation to the District identifying the amount paid to DBVE in conjunction with the contract, so that the District can assess its success at meeting this goal. The Office of Small Business and DVBE Certification (OSDC), (916) 375-4940, www.pd.dgs.ca.gov/smbus/default.htm, is an information resource to assist bidders in locating Disabled Veteran Business Enterprises. (Please note: while the OSDC may be used as a resource, the DVBE Program administered by OSDC applies to state contracts, not local agency (school district) contracts.)
- 34. <u>Labor Compliance Program</u>. The project is subject to compliance monitoring and enforcement by the California Department of Industrial Relations. In accordance with SB 854, all bidders, contractors, and subcontractors working at the sites shall be duly registered with the Department of Industrial Relations at time of bid opening and at all relevant times. Proof of registration shall be provided as to all such contractors prior to the commencement of any work.

35.	Additive and Deductive Items: Method of Determining Lowest Bid. Pursuant to Public Contract Code §20103.8, if the bid solicitation includes additive and/or deductive items, the checked [X] method shall be used to determine the lowest bid:
	X(a) The lowest bid shall be the lowest bid price on the base contract without consideration of the prices on the additive or deductive items.
	(b) The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation or Bid Proposal Form as being used for the purpose of determining the lowest bid price.
	(c) The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items taken in order from a specifically identified list of those items that, when in the solicitation, and added to, or subtracted from, the base contract, are less than, or equal to, a funding amount publicly disclosed by the District before the first bid is opened.
	(d) The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders or the proposed Subcontractors or suppliers from

If no method is checked, sub-paragraph (a) shall be used to determine the lowest bid.

has been determined.

Notwithstanding the method used by the District to determine the lowest responsible bidder, the District retains the right to add to or deduct from the Contract any of the items included in the bid solicitation.

being revealed to the public entity before the ranking of all bidders from lowest to highest

- 37. <u>Bid Protest</u>. Any bid protest must be in writing and received by the District Office before 5:00 p.m. no later than three (3) working days following bid opening and shall comply with the following requirements:
 - a. The bid protest must contain a complete statement of the basis for the protest and all supporting documentation.
 - b. The party filing the protest must have actually submitted a bid for the Project. A Subcontractor of a bidder submitting a bid for the Project may not submit a bid protest. A bidder may not rely on the bid protest submitted by another bidder, but must timely pursue its own protest.
 - c. The protest must refer to the specific portion or portions of the Contract Documents upon which the protest is based.

- d. The protest must include the name, address and telephone number of the person representing the protesting bidder.
- e. The bidder filing the protest must concurrently transmit a copy of the bid protest and all supporting documentation to all other bidders with a direct financial interest which may be affected by the outcome of the protest, including all other bidders who appear to have a reasonable prospect of receiving an award depending upon the outcome of the protest.
- f. The bidder whose bid has been protested may submit a written response to the bid protest. Such response shall be submitted to the District before 5 p.m. no later than two (2) working days after the deadline for submission of the bid protest or receipt of the bid protest, whichever is sooner, and shall include all supporting documentation. Such response shall also be transmitted concurrently to the protesting bidder and to all other bidders who appear to have a reasonable prospect of receiving an award depending upon the outcome of the protest.
- g. The procedure and time limits set forth in this section are mandatory and are the bidder's sole and exclusive remedy in the event of bid protest. The bidder's failure to comply with these procedures shall constitute a waiver of any right to further pursue the bid protest, including filing a Government Code claim or legal proceedings.
- h. If the District determines that a protest is frivolous, the protesting bidder may be determined to be non-responsible and that bidder may be determined to be ineligible for future contract awards by the District.
- i. A "working day" for purposes of this section means a weekday during which the District's office is open and conducting business, regardless of whether or not school is in session.

BID PROPOSAL FORM

Governing Board Cutten Elementary School District	
Dear Members of the Governing Board:	
The undersigned, doing business under the name of, having carefully end the proposed work, the local conditions of the place where the work is to be a Bids, the General Conditions, the Instructions to Bidders, the Plans and Specontract Documents for the proposed HVAC Replacement Project ("Project" completed the Bidder's Questionnaire, proposes to perform all work and active the Contract Documents, including all of its component parts, and to fur materials, equipment, transportation and services required for the construction conformity with the Contract Documents, including the Plans and Specification.	done, the Notice Inviting cifications, and all other by, and having accurately wities in accordance with mish all required labor, on of the Project in strict
BASE BID:	
Measure Description	Total Installed Cost
Replace (2) exterior wall-mount heat pumps on portable units at Cutten Elementary School with high efficiency exterior wall-mount heat pumps.	\$
Replace (5) exterior wall-mount heat pumps on portable units at Ridgewood Elementary School with high efficiency exterior wall-mount heat pumps.	\$
Install (8) wi-fi enabled smart thermostats on new and existing HVAC units at Cutten Elementary School.	\$
Install (9) wi-fi enabled smart thermostats on new and existing HVAC units at Ridgewood Elementary School.	\$
For the sum of:do	ollars (\$).
Additive Alternate 1:	
Description	Total Installed Cost
Replace (4) exterior wall-mount gas/electric units on portable units at Cutten Elementary School with high efficiency exterior wall-mount heat pumps.	\$
Replace (3) exterior wall-mount gas/electric units at Ridgewood Elementary School with high efficiency exterior wall-mount heat pumps.	\$
Additive Alternate 1, Add:	dollars (\$).

Additive Alternate 2:

Description	Total Installed Cost
Replace (11) existing hanging heaters with (11) high efficiency	
condensing furnaces in the attic in classrooms at Cutten Elementary	\$
School.	
Additive Alternate 2, Add:	dollars (\$).
Additive Alternate 3:	
Description	Total Installed Cost
Replace (11) existing hanging heaters with (11) high efficiency	\$
hanging heaters in classrooms at Cutten Elementary School.	Φ
Additive Alternate 3, Add:	dollars (\$).
The undersigned has checked carefully all the above figures and underesponsible for any errors or omissions on the part of the undersigned in	
Enclosed find certified or cashier's check no	of the
Bank for Dollars	(\$) or Bidder's
Bond of the surety company in a	n amount of not less than ten
percent (10%) of the entire bid. The undersigned further agrees, on the	
execute the Contract and provide the required bonds and insurance	
executing these documents within the time fixed by the Contract Docum or bond accompanying this bid shall be forfeited and shall become the p	
Contractor agrees to commence the work within the time specified is understood that this bid is based upon completing the work within the manner.	
anderstood that this old is based upon completing the work within the in	umoer of calcillar days

ceipt of the following a Addendum #			Addendum #	Dated:
Addendum #			Addendum #	
	R	espectfully su	bmitted,	
Company:				
Address:				
Ву:		Print or Type)		
	(Fieuse F	rini or 1 ype)		
Signature:				
Γitle:				
Date:				
Telephone:				
Contractor's License 1	No:	I	Expiration Date _	
Required Attachments) Subcontracto		• • •
) Workers' Co) Non-Collusio	ompensation Cert	iiicate
	,	•	r Cashier's or Ce	rtified Check)
) Bidder's Que		,

1) SUBCONTRACTOR LIST FORM

Each bidder shall list below the name and location of place of business for each Subcontractor who will perform a portion of the Contract work in an amount in excess of 1/2 of 1 percent of the total contract price. The nature of the work to be subcontracted shall also be described.

DESCRIPTION OF WORK	NAME	LOCATION	LICENSE #

2) WORKERS' COMPENSATION CERTIFICATE

Labor Code §3700 in relevant part provides:

"Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.
- (b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees."

I am aware of the provisions of §3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this Contract and will require all Subcontractors to do the same.

	Contractor	
By:		
Dy.	 	

In accordance with Article 5 (commencing at §1860), Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this Contract.

3) NONCOLLUSION AFFIDAVIT

To be executed by the bidder and submitted with the bid. _____, declares that he or she is ____ the party making the foregoing bid, and affirms that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true and correct; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Date: _____ Signature

4) BID BOND

We, the Contractor,	as principal ("Princ	
	, as surety ("Surety"), are firmly	bound unto
amount of the bid of the Principal subsof which sum in lawful money of	et ("District") in the penal sum of ten percent (10%) mitted to the District for the work described below for the United States, we bind ourselves, our heirs, jointly and severally, firmly by this agreement.	he payment
Whereas, the Principal has submitted the following project ("Project"): Proposition	he accompanying bid ("Bid") datedosition 39 HVAC Replacement.	, for
is awarded the Contract and within the in accordance with the Bid as acceperformance bond and/or the payment of unauthorized withdrawal of the B amount specified in the Bid and the ar and/or supplies, if the latter amount is District, then the above obligation sha	ot withdraw its Bid within the period specified, and if the period specified fails to enter into a written contract we epted, or fails to provide the proof of required instance bond by an admitted surety within the time required, or id, if the Principal pays the District the difference be mount for which District may otherwise procure the required excess of the former, together with all related costs all be void and of no effect. Otherwise, the Principal described above as liquidated damages.	ith District, urance, the in the event tetween the uired work incurred by
term of the Contract or the call for bid accompanying the same, shall in any value of any such change, extension of	ees that no change, extension of time, alteration or add is, or to the work to be performed thereunder, or the Sp way affect its obligation under this bond, and it does he f time, alteration or addition.	ecifications reby waive
day of	, 2017, the name and corporate seal of each corporate duly signed by its undersigned representative, pursu	Party being
(Corporate Seal)	Principal/Contractor	
	By	
	Title:	
(Corporate Seal)		
	Surety	
Attach Attorney-In-Fact Certificate	Surety	
	Ву	
	Titleety and Acknowledgment and Notary Seal to be attached	
To be signed by Principal and Sure	ety and Acknowledgment and Notary Seal to be attached	•

22

5) BIDDER'S QUESTIONNAIRE

for

Proposition 39 HVAC Replacement Project

TO THE BIDDER:

In making its award, the Governing Board will take into consideration the Bidder's experience, financial responsibility and capability. The following questionnaire is a part of the bid. Any bid received without this completed questionnaire may be rejected as nonresponsive. The Board will use, but will not be limited to, the information provided herein for evaluating the qualifications and responsibility of the bidder and the bidder's organization to carry out satisfactorily the terms of the Contract Document. The questionnaire must be filled out accurately and completely and submitted with the bid. Any errors, omissions or misrepresentation of information may be considered as a basis for the rejection of the bid and may be grounds for the termination of any contract executed as a result of the bid.

A.	De	scription of Bidder's Organization				
	1.	Firm Nam	e			
	2.	Address _				
	3.	Telephone	Number			
	4.	Type of O	rganization			
		a.	Corporation? Yes No			
			If yes, list the officers and positions, and the State in which incorporated.			
		If the	Bidder corporation is a subsidiary, give name and address of parent corporation			
		b.	Partnership? Yes No			
			If yes, list partner names and addresses			
			General Partners:			

			Limited Partners:
		c.	Individual Proprietorship? Yes No
			If yes, list name and address of proprietor:
В.	Natur	e of Ope	<u>rations</u>
	1.		long have you been engaged in the contracting business under your presentess name?
	2.		many years of experience does your business have in construction work similar to alled for under this bid?
	3.		you now contracts, or have you ever contracted, to provide construction for any district, community college district or county office of education in the State of rnia? Yes No
		a.	If "yes," on a separate attached sheet, provide the following information for all construction projects you have had with school districts, community college districts and county offices of education during the last four (4) years:
			Year contract awarded
			2. Type of work
			3. Contract completion time called for/actual completion time
			4. Contract price5. For whom performed, including person to call for a reference and
			5. For whom performed, including person to call for a reference and telephone number
			6. Location of work
			7. Number of stop notices filed
			8. For each contract, list any lawsuits filed relating to that contract in which
			you were a defendant or plaintiff A mount of liquidated demages assessed
			9. Amount of liquidated damages assessed.
		b.	On a separate attached sheet, provide the following information for all construction contracts of a similar nature as called for in this bid that you have had with entities other than school districts, community college districts and county offices of education during the last four (4) years:

- 1. Year contract awarded
- 2. Type of work
- 3. Contract completion time called for/actual completion time
- 4. Contract price
- 5. For whom performed, including person to call for reference and phone number
- 6. Location of work
- 7. Number of stop notices filed
- 8. For each contract list any lawsuits filed relating to that contract in which you were a defendant or plaintiff
- 9. Amount of liquidated damages assessed.
- c. For each construction contract that you have failed to complete within the contract time in the last four years please state the reasons for the untimely performance.

C. Financial and Credit Data

-	your bid is considered for award, and if requested by the District, will you supply the lowing data? Yes No
a.	Names and addresses of any banks where you regularly do business.
b.	The names and addresses of any banks, finance companies, dealers, suppliers, or others where you have notes or loans.
c.	Give credit references, including at least three trade or industry suppliers with whom you regularly deal.
	Il you submit on request a balance sheet for the past three (3) years? s No
	here have you engaged in the construction business, or any other type of business, in last five years?
<u>Na</u>	me of Business <u>Location</u> <u>Type of Business</u> <u>Years in Business</u>
	any of the business endeavors referred to above are no longer operating, or you no longer associated with them, please give brief details:

4.	The following surety companies may be contacted as references as to the financial responsibility and general reliability of the bidder:				
	Surety Name	Contact Person	Phone Number		
	penalty of perjury that	the foregoing is true and correct. Exe, 2017.	ecuted at		
Signature of Bi	dder				
Name (print)					

APPENDICES

APPENDIX A: Itemized Scope of Work

BASE BID:

Measure	Site	Specific	Description of Measure	Tons	Efficiency	Equivalent
		Location				Unit
EEM-C7	Cutten	Portable 18 and	Replace (2) exterior wall-mount heat pumps on	3.0	EER 11 and	Bard T36S1-
		19: Computer	portable units at Cutten Elementary School		IPLV 14 or	A08XPXXXX
		Lab and Music	with high efficiency exterior wall-mount heat		greater	
		Room	pumps.			
EEM-C8	Cutten	See Map	Install (8) wi-fi enabled smart thermostats on	NA	NA	Honeywell
			new and existing HVAC units at Cutten			RTH8580WF
			Elementary School.			
EEM-R4	Ridgewood	Resource Center,	Replace (5) exterior wall-mount heat pumps on	3.0	EER 11 and	Bard T36S1-
		Library, Staff	portable units at Ridgewood Elementary		IPLV 14 or	A08XPXXXX
		Room, Special	School with high efficiency exterior wall-		greater	
		Ed, Kids Club	mount heat pumps.			
EEM-R5	Ridgewood	See Map	Install (9) wi-fi enabled smart thermostats on	NA	NA	Honeywell
			new and existing HVAC units at Ridgewood			RTH8580WF
			Elementary School.			
			-			

ADDITIVE ALTERNATE 1:

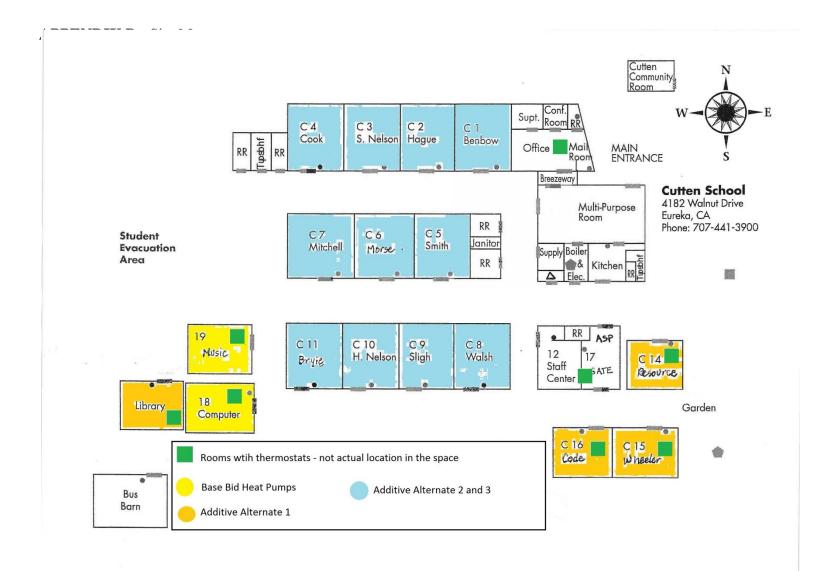
Site	Specific	Description of Measure	Tons	Efficiency	Equivalent
	Location				Unit
Cutten	Library,	Replace (4) additional exterior wall-mount heat	3.0	EER 11 and	Bard T36S1-
	Resource Room,	pumps on portable units at Cutten Elementary		IPLV 14 or	A08XPXXXX
	C15, C16	School with high efficiency exterior wall-		greater	
		mount heat pumps.			
Ridgewood	C1-C3	Replace (3) additional exterior wall-mount	3.0	EER 11 and	Bard T36S1-
		gas/electric units at Ridgewood Elementary		IPLV 14 or	A08XPXXXX
		School with high efficiency exterior wall-		greater	
		mount heat pumps.			

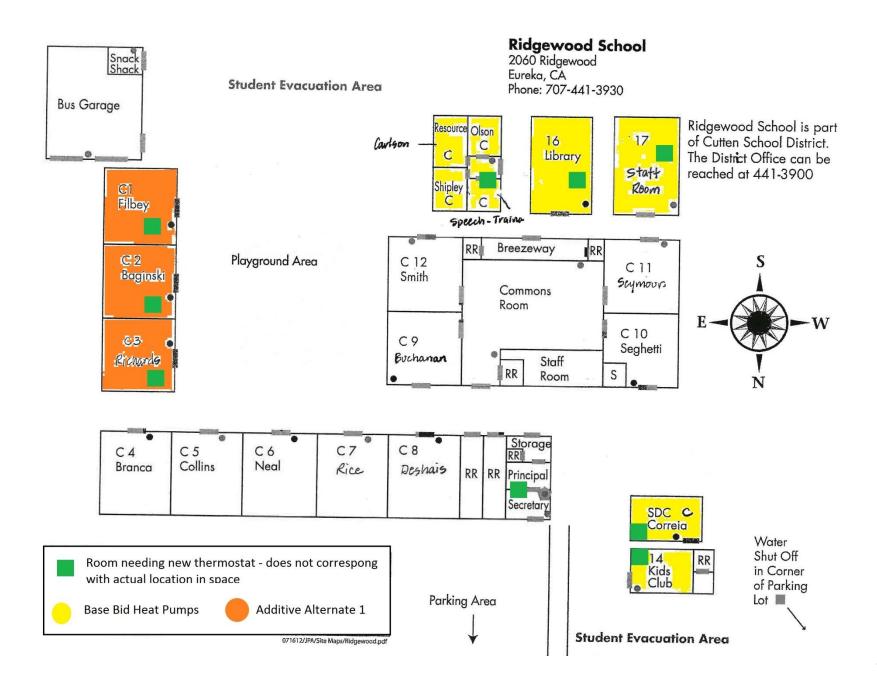
ADDITIVE ALTERNATE 3:

Site	Specific Location	Description of Measure	BTUH	AFUE
Cutten	C1-C11	Replace (11) existing hanging heaters with (11) high efficiency condensing furnaces in the attic in classrooms at Cutten Elementary School.	60,000	92% or greater

ADDITIVE ALTERNATE 4:

	Site	Specific	Description of Measure	BTUH	AFUE	Equivalent
		Location				Unit
•	Cutten	C1-C11	Replace (11) existing hanging heaters with (11) high efficiency hanging heaters in classrooms at Cutten Elementary School.	60,000	92% or greater	Modine Effinity 93 PTC55





APPENDIX C: Existing Equipment

The following is an excerpt from the Redwood Coast Energy Authority Energy Audit report submitted to the California Energy Commission (CEC) for the Proposition 39 Energy Expenditure Plan.

Cutten Mechanicals

The campus has 5 portable units installed in 1994 and a resource center building of older vintage that are heated by Bard exterior wall mounted vertical packaged heat pumps. The units are controlled by thermostats in the interior of the buildings.

Table 8. Cutten heat pump inventory

Two to the first party in terrory								
Location	Туре	Make and Model	Tons	SEER	Qty	Age (Years)		
Resource	Furnace/AC	Bard WAG40C-A54X	4	10	1	24		
C15 and C16	Furnace/AC	Bard WAG40C-A54X	4	10	2	24		
Computer	Package Heat Pump	BARD 45WH1- A0BCD004	5	?	1	24		
Music	Package Heat Pump	BARD WH483-A04VP4	4	10	1	24		
Library	Furnace/AC	Bard WAG40C-A54X	4	10	1	24		

The office and staff room are heated with forced air furnaces and other spaces including all of the classrooms and the multipurpose room are heated by hanging garage style furnaces. The units are controlled by a manual thermostat in each classroom.

Table 9. Cutten Furnace inventory

Location	Туре	Make and Model	BTUH input	AFUE	Qty	Age (Years)
Staff	Forced Air Furnace	Gama /Payne 383KAV042075ABJA	88,000	80	1	<10
Office	Forced Air Furnace	RUUD Ultra Series	88,000	80	1	<20
C1-C11	Hanging Furnace	Modine PA75A3	67,500	80	11	~20
Multi	Hanging Furnace	Reznor F50-E-3	62,500	80	1	<10

Ridgewood Mechanicals

The campus has 5 portable units installed in the 1990s and a classroom building (B2) with three units of older vintage that are heated by Bard exterior wall mounted vertical packaged heat pumps and packaged combination furnace/ACs. Cooling capacity for those units are listed in the heat pump table and heating capacity in the furnace table. The units are controlled by thermostats in the interior of the buildings.

Table 11. Ridgewood heat pump/AC inventory

Location	Туре	Make and Model	Tons	SEER	Qty	Age (Years)
Kid's Club	Package Heat Pump	BARD WH483-A04VP4XXX	5	10	1	20+
Resource	Package Heat Pump	BARD WH483-A04VP4XXX	5	10	1	20+
Library	Package Heat Pump	BARD WH483-A04VP4XXX	5	10	1	20+
Staff	Package Heat Pump	BARD WH483-A04VP4XXX	5	10	1	20+
Special Ed	Package Heat Pump	Marvair	4		1	20+
C1-C3	Furnace/AC	Bard WAG40C-A54X	4	10	3	20+

All spaces including the classrooms and the common room are heated by hanging garage style furnaces. The units are controlled by a manual thermostat in each space.

Table 12. Ridgewood furnace inventory

Tuble 12. Hage wood furnace inventory								
Locati on	Туре	Make and Model	BTUH input	AFUE	Qty	Age (Years)		
C5/C8	Hanging Furnace	Reznor F50-E-3	50,000	80%	2	?		
C7	Hanging Furnace	Lennox	60,000	80%	1	?		
C6	Hanging Furnace	Modine PA75AB	67,500	80%	1	?		
C4	Hanging Furnace	Modine 75AE130	60,000	90%	1	<5		
Commons/ C12	Hanging Furnace	Trane GPNC007ADC1000E	75,000	80%	1	?		
C9/C10	Hanging Furnace	Modine Hot Dawg	45,000	80%	2	<5		
C11	Hanging Furnace	Lennox	60,000	80%	1	?		
Office	Unknown	Need to verify	?	?	1	?		