

# Ferndale Unified School District

**Request for Quotes** Informal quotes for project with estimated value under \$15,000.00

**Project Name:** 19-903 Proposition 39 Lighting Retrofit Project

**Project Description:** Replace existing fixtures in weight room with new LED fixtures; and/or replace existing fixtures in gymnasium with new LED high bay fixtures; and/or replace ballasts and lamps at Ferndale Elementary School with new LED lamps and drivers.

**Contacts:** Patricia Terry, Project Manager Beth Anderson, Superintendent  
[pterry@redwoodenergy.org](mailto:pterry@redwoodenergy.org) [banderson@ferndalek12.org](mailto:banderson@ferndalek12.org)  
(707) 269-1700 ext. 317 (707) 786-5900

**Schedule:** **Issue Date:** April 11, 2019  
**Site visit:** 10:00 am, April 17, 2019  
**Quotes Due:** **By 2:30 pm, May 3, 2019**  
**Anticipated Award Date:** May 9, 2019  
**Installation timeframe:** Summer Break 2019  
**Installation Complete:** By no later than August 9, 2019

**Quotes should be submitted by mail, in person, email, or fax to:**

Patricia Terry, Project Manager  
Redwood Coast Energy Authority  
633 Third Street  
Eureka, CA 95501  
[pterry@redwoodenergy.org](mailto:pterry@redwoodenergy.org) Fax 707 269-1777

This work requires a B - General or C-10 - Electrical Contractor license.

Minority, women, and disabled veteran contractors are encouraged to submit quotes. This project is not subject to Disabled Veteran Business Enterprise requirements. With the work scheduled during a school break, contractor fingerprint certification is not required.

A copy of the contract is available upon request. Contractors and subcontractors performing work on District public works contracts shall pay prevailing wages as determined by the Department of Industrial Relations (DIR). It is not required but is preferred that the contractors be registered with the DIR to perform Public Works.

The District reserves the right to postpone selection for its own convenience, to withdraw this Request for Quotes at any time, and to reject any and all submittals without indicating any reason for such rejection. Submitted quotes become the property of the District.

**Site Visit:** A pre-proposal site visit will be held to acquaint all prospective bidders with the Project site. Attendance is strongly recommended. All questions presented should be submitted in writing.

Site visit will start at Ferndale High School - 1231 Main St, Ferndale. Please meet Patricia at the gymnasium.

**Insurance Requirements (summary only - see contract for full requirements):**

General Liability:	\$1 million combined single limit personal injury and property damage for each occurrence and \$2 million annual aggregate; or \$2 million annual combined single limit
Builders Risk:	Not required
Automotive:	Covering bodily injury and property damage in an amount no less than \$1 million combined single limit for each occurrence.

Certificates for the insurance policies must be provided naming the District as additional insured. See contract for details.

Proof of Workers' Compensation insurance, waiver of subrogation and employer's liability of at least \$1 million is required. See contract for details.

**Bond Requirements:** With project value under \$25,000, no payment or performance bonds are required.

**Bid Security:** With a contract value less than \$15,000, only informal quotes are being requested; therefore, no bid security (e.g., 10% cashier's check or bid bond) is required.

**Quote Submittals:** Contractors providing quotes need to complete the attached Proposal form, Subcontractor List Form, and Workers' Compensation Certificate. Quotes should be good for at least 30 days from the date of submittal. Prices must be quoted F.O.B. Ferndale Unified School District.

After a contractor is selected by the District and the Notice of Award is issued, failure to deliver the executed contract along with the certificates of insurance (subject to review by the District's Risk Manager) in a timely manner (e.g., 10 days) may result in cancellation of the award of contract and selection of another contractor to perform the work.

## **SCOPE OF WORK**

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The selected contractor will:

1. **Alternate 1:** Replace twenty-eight (28) existing fixtures in Ferndale High School weight room with new impact resistant LED fixtures.
  - a. Remove existing fixtures and ensure proper disposal.
  - b. Install with new 2-lamp fluorescent strip fixtures, Metalux SSF-232-UNV-EB81 or equivalent.
  - c. Install LED T8 tubes in the new fixtures, Sylvania LED10T8L48FG850SUBG7.
  - d. Fixtures must have wire guards to protect fixtures from impact, Metalux WG/SSF-4FT or equivalent.
  
2. **Alternate 2:** Replace five (5) metal halide high bays with new LED high bays in Ferndale High School gymnasium.
  - a. Remove existing fixtures and ensure proper disposal.
  - b. Install new LED high bays, Lithonia IBE L28 18000L ATC MVOLT 50K or equivalent.
  - c. Fixtures must have wire guards to protect them from impact, Lithonia WGIBE4 or equivalent.
  
3. **Alternate 3:** Replace existing ballasts and fluorescent lamps with LED T8 lamps and drivers at Ferndale Elementary School.
  - a. Remove lamps and ballast from existing fixtures and ensure proper disposal.
  - b. Install new LED drivers, Sylvania QHE XxLEDT8/UNV-ISN, or equivalent.
  - c. Install new LED T8 tubes, Sylvania LED10T8L48FG850SUBG7, or equivalent.
  - d. Detailed area-by-area scope is attached in Appendix 2.

For all alternate scopes of work:

1. **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. Contractor will provide all requested documentation to support Proposition 39 reporting requirements. This may include, but not be limited to, breakout of costs by materials and labor and by technology type.
  
2. **Follow PG&E project rebate guidelines.**
  - a. The selected contractor(s) must work directly with the Redwood Coast Energy Authority's Energy Watch program to ensure that the District receives all possible rebates associated with this project. RCEA will manage the rebate process with direct support from the selected contractor to ensure that the project remains rebate eligible. The rebate process requires detailed coordination of a variety of events. The selected contractor agrees to:
    - i. Ensure that all applicable LED technologies are listed and eligible for incentives. Use the California Statewide Qualified LED Product List for Verification: <http://www.caioulightingqpl.com>.

- ii. Share the material list with the Project Manager prior to purchase to confirm incentive eligibility. For example, changes in selected brands or slight variations in installed wattages may impact overall incentive value or eligibility.
- iii. Be available for a post-construction rebate inspection with RCEW or other third party engineering firm.
- iv. Immediately inform Project Manager of any potential scope changes that take place during the project. For example, slight variations in installed wattages may impact incentive values and eligibility.
- v. Furnish adequate invoices that detail material and labor costs at the measure level. These invoices will be submitted to Project Manager for rebate purposes.
- vi. Itemize costing for RCEA reporting needs. Contractor acknowledges and agrees to provide this itemized costing post completion to ensure that each efficiency measure maintains eligibility for state incentives.

**3. In addition to completing the scope defined above:**

- a. Verify all fixtures are operational seven (7) days post installation. If not operational, correct and verify.
- b. Provide briefing on the installed equipment to school staff/faculty.

**PROPOSAL FORM**

Governing Board  
Ferndale Unified School District

Dear Members of the Governing Board:

The undersigned, doing business under the name of \_\_\_\_\_, having carefully examined the location of the proposed work, the local conditions of the place where the work is to be done, the Request for Quotes, the General Conditions, the Plans and Specifications, and all other Contract Documents for the proposed Proposition 39 Lighting Retrofit Project (“Project”), proposes to perform all work and activities in accordance with the Contract Documents, including all of its component parts, and to furnish all required labor, materials, equipment, transportation and services required for the construction of the Project in strict conformity with the Contract Documents, including the Plans and Specifications, as follows:

<b>Measure</b>	<b>Description of Measure</b>	<b>Total Measure Cost</b>
Alternate 1	Replace (28) fixtures with LED fixtures in FHS weight room.	\$
Alternate 2	Replace (5) high bay fixtures with LED fixtures in FHS gymnasium.	\$
Alternate 3	Replace ballasts and lamps at Ferndale Elementary School.	\$

For the sum of \_\_\_\_\_ dollars (\$ \_\_\_\_\_).

The undersigned has checked carefully all the above figures and understands that the District is not responsible for any errors or omissions on the part of the undersigned in making this quote.

The undersigned further agrees, on the acceptance of this proposal, to execute the Contract and provide the required bonds and insurance.

Contractor agrees to commence the work within the time specified in the Notice to Proceed. It is understood that this quote is based upon completing the work within the number of calendar days specified in the Contract Documents.

ADDENDA:

Receipt of the following addenda is hereby acknowledged:

Addendum # \_\_\_\_\_ Dated: \_\_\_\_\_      Addendum # \_\_\_\_\_ Dated: \_\_\_\_\_  
Addendum # \_\_\_\_\_ Dated: \_\_\_\_\_      Addendum # \_\_\_\_\_ Dated: \_\_\_\_\_

Respectfully submitted,

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_  
*(Please Print or Type)*

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Telephone: \_\_\_\_\_

Contractor's License No: \_\_\_\_\_ Expiration Date \_\_\_\_\_

Required Attachments:                      Subcontractor List Form  
    Worker's Compensation Certificate

**SUBCONTRACTOR LIST FORM**

Each contractor providing a quote 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 #
_____			
_____			
_____			
_____			
_____			

## 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.

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Contractor

By: \_\_\_\_\_

*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.*



## APPENDIX 1 – PROJECTED ENERGY SAVINGS

Projected energy savings and cost estimates, per Public Resource Code Section 26206. See the Scope of Work in the Invitation for Bids for further details about each energy efficiency measure.

*This table will be filled in before the contract is executed.*

<b>Measure Description</b>	<b>Total Installed Cost</b>	<b>Energy Savings (kWh)</b>
Replace (28) fixtures with LED fixtures in FHS weight room.	\$ TBD	1,469
Replace (5) high bay fixtures with LED fixtures in FHS gymnasium.	\$ TBD	2,838
Replace ballasts and lamps at Ferndale Elementary School.	\$ TBD	25,982

## APPENDIX 2 – ITEMIZED SCOPE OF WORK

Area	Qty of fixtures	Qty of lamps
1A: Rooms 1-6	72	144
1B: Room 2 Back Room	1	2
1C: Room 3 Back Room	1	2
1D: Room 4 Back Room	2	4
1E: Room 5 Back Room	2	4
1F: Room 6 Back Room	2	4
1G: Storage (between 4 and 5)	1	2
1H: Speech	2	4
1I: Counselor	4	8
1J: Principal	2	4
1K: Business Office	6	12
1L: Side Office	1	2
1M: Upstairs Hallway	8	16
1N: Upstairs Restrooms	2	4
1O: Downstairs Hallway	9	18
1O: Downstairs Hallway	1	1
1O: Downstairs Hallway	4	8
1P: Downstairs Restrooms	6	18
1Q: Custodial Supplies	8	16
1R: Copy/Work Room	4	12
1S: Spanish Room	5	15
1T: Boys Locker Room	4	4
1U: Girls Locker Room	3	6
1V: Kitchen	8	16
1V: Kitchen	4	8
1W: Closets A-E	5	5
1W: Closets A-E	1	2
1X: Elevator	2	2
1Y: Room 7-9	46	138
1Z: Boiler Room	3	6
2A: Gym	23	23
2A: Gym	2	4
2B: Lunchroom	12	48
2C: Hallway	15	30
2C: Hallway	3	6
2D: Reading Room	4	12
2E: Teacher's Workroom	7	21
2F: Room 1-6	90	270
2G: Room 7	14	42
2H: Room 3 Restroom	2	6

<b>Area</b>	<b>Qty of fixtures</b>	<b>Qty of lamps</b>
2I: Boys and Girls Restrooms	10	20
2J: Supply Closet	3	6
2J: Supply Closet	1	3
2K: Janitor	1	2
2L: Room 10	14	42
2M: Computer Lab	10	20
2N: Library	15	45
<b>Totals</b>	<b>445</b>	<b>1087</b>