

Coastal Grove Charter School

Request for Quotes (Informal quotes for project with estimated value under \$15,000)

Project Name: Electrical Circuit Repair & Exterior Lighting

Project Description: Repair or replace electrical circuit to (3) exterior fixtures. Replace the existing (3) fixtures with new LED fixtures.

Contacts: Patricia Terry, Project Manager pterry@redwoodenergy.org
(707) 269-1700 Ext. 317 Bettina Eipper, Director
coastalgrove@coastalgrove.org
(707) 825-8804 x0

Schedule: **Issue Date:** May 3, 2019
Optional site visit: 3:30 p.m., May 16, 2019
Quotes Due: **By 2:30 pm, May 30, 2019**
Anticipated Award Date: June 6, 2019
Installation timeframe: June 18 – August 2, 2019
Installation Complete: August 2, 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 Fax 707 269-1777

This work requires a C-10 – electrical contractor license.

A copy of the contract is available upon request. Contractors and subcontractors performing work on School public works contracts shall pay prevailing wages as determined by the Department of Industrial Relations (DIR).

Contract awards will be made to the responsible firm whose proposal is most advantageous to the charter school, with price and other factors considered. The School 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 School.

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.
Workers Comp.	At least \$1 million liability is required.

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

Proof of Workers' Compensation insurance and employer's liability of at least \$1 million is required.

All construction contracts exceeding \$2,000 shall include provisions for compliance with the Contract Work Hours and Safety Standards Act (CWHSSA), The Copeland Act (Anti-Kickback Act) clause, and the Fair Labor Standards Act (FLSA) clause.

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

Bid Security: With only informal quotes being requested; there will be no bid security (e.g., 10% cashier's check or bid bond) required.

Informal Quote Submittals: Contractors providing quotes need to complete the attached Bid Proposal form, Subcontractor List Form, Workers' Compensation Certificate and Bidder's Questionnaire. Quotes should be good for at least 60 days from the date of submittal. Prices must be quoted F.O.B. Coastal Grove Charter School.

After a contractor is selected by the School and the Notice of Award is issued, failure to deliver the executed contract along with the certificates of insurance (subject to review by the School'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.

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 the school breaks, contractor fingerprint certification is not required.

SCOPE OF WORK

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. Repair or replace circuit to (3) existing exterior fixtures.**
 - a. Propose a not-to-exceed amount to repair or replace the circuit to the existing fixtures
 - i. Determine if power is available at the existing exterior fixtures.
 - ii. If power is not available, determine a location to derive power and run to the exterior fixtures.

- 2. Install LED fixtures, e-Conolight E-WFG03 or equivalent at the site of the existing fixtures.**
 - a. New fixture should have light output of approximately 3000 lumens.
 - b. New fixtures should have wattage of approximately 30W.
 - c. New fixtures shall be 3000K and be full cutoff to comply with Dark Sky requirements.
 - d. See Site Map for location of existing fixtures.

- 3. Coordinate with the School 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 Program Implementation Guidelines.
 - b. Contractor commits to prompt communication of change orders prior to execution to ensure Proposition 39 compliance.

- 4. Follow project rebate guidelines.**
 - a. The selected contractor must work directly with the Redwood Coast Energy Watch (RCEW) program to ensure that the School receives all possible rebates associated with this project. RCEW 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 RCEW 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 the following rebate inspections:
 1. Pre-construction rebate inspection with RCEW or other third party engineering firm.
 2. Post-construction rebate inspection with RCEW or other third party engineering firm.
 - iv. Immediately inform RCEW of any potential scope changes that take place during the project. For example, and as 2.a.ii notes, 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 RCEW for rebate purposes. There may be a request to break out costs per an itemized invoice.
- vi. Itemize costing for RCEW reporting needs. Contractor acknowledges and agrees to provide this itemized (labor, materials and incrementals) costing post completion to ensure that each efficiency measure maintains eligibility for state incentives. For additional information about eligibility and reporting requirements for state incentives, please contact RCEW Project Manager Patricia Terry at pterry@redwoodenergy.org.
- vii. All fixtures shall be 3000°K unless approved or not applicable to the measure.
- viii. All new fixtures shall have an L70 \geq 50,000 hours.

PROPOSAL FORM

Governing Board

Coastal Grove Charter School

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 Informal Invitation of Request for Quotes, the General Conditions, the Plans and Specifications, and all other Contract Documents for the proposed Electric Circuit Repair and Exterior Lighting project (“Project”), and having accurately completed the Bidder’s Questionnaire, 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:

<i>Description</i>	<i>Specifications</i>	<i>Cost</i>
Repair or Replace existing circuit to (3) exterior fixtures		Not to Exceed: \$
Replace (3) existing exterior fixtures with new LED fixtures.	E-Conolight E-WFG03, 3000K, or equivalent	Total Installed Cost: \$

For the sum of _____ Dollars (\$ _____).

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

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

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 Name

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.