



**CITY OF WEST HOLLYWOOD
NOTICE INVITING SEALED BIDS
FOR
CITY OF WEST HOLLYWOOD PLUMMER PARK COMMUNITY CENTER
HVAC UNITS REPLACEMENT PROJECT
CIP #: 2018-2019-55-14[01]**

ADDENDUM #1

All changes, additions and/or clarifications detailed in this Addendum, and previously issued Addenda, are hereby incorporated into the Bidding Documents for the above-stated project, and modify the original document. Bidder shall acknowledge receipt of Addendum prior to bid submission.

This Addendum is issued prior to the bid opening date to inform bidders of revisions to the Bidding Documents, which may or may not contain changes that are materially substantial to the Bid, and all is hereby made a part of the Contract Documents. In case of a conflict between Bidding Documents and this Addendum, this Addendum shall govern. All requirements contained in the Contract Documents shall apply to this Addendum, and the general character of the work called for in this Addendum shall be the same as originally set forth in the applicable portions of the Contract Documents for similar work, unless otherwise specified under this Addendum, and all incidental work necessitated by this Addendum as required to complete the work shall be included in the bid, even though not specifically mentioned in this Addendum. The balance of the contract documents shall remain unchanged.

This Addendum shall take precedence over all other conditions, specifications and requirements as stated in the Notice Inviting Bids and Bidding Documents. Except as noted in this Addendum, and previously issued Addenda, all other provisions of the Notice Inviting Bids and Bidding Documents shall remain.

AGENCY INFORMATION

Item 1. Updated Notice Inviting Bids

The City has updated the Notice Inviting Bids. All changes and additions are highlighted in red. This information will also be shared in all public locations where bid notices are posted. See Attachment A to this Addendum.

Item 2. Updated Base Bid Schedule; Added one (1) Add Alternate
 The City has added one (1) add alternate to the Bid/Compensation Schedule (pp. 28-31). See below and Attachment B to this Addendum. Information regarding the Add Alternate 1 can be found in the Bid Drawings.

ADD ALTERNATE(S) SCHEDULE

ITEM	SERVICE TYPE	UNIT OF MEASURE (UOM)	UNIT PRICE	TOTAL
1	Replace existing split system serving MPOE and replace with new 5.0 ton multi-zone unit. Provide one 2.5 ton wall mounted fan coil in MPOE and one 2.5 ton wall mounted fan coil in Tech Room.	LUMP SUM	Fill in Online	Will Calculate Online

BIDDER QUESTIONS

Item 3. Vendor: Bon Air Inc.

Question: May I ask you how much is the estimation budget for this job.
Answer: The Engineer’s Estimate for this project is \$482,000.

NOTICE TO BIDDERS

Each Bidder is required to acknowledge the incorporation of this Addendum, which shall be done online and prior to bid submission. This Addendum may or may not contain changes that are materially substantial to the Bid. Each prime bidder is responsible for distribution of information conveyed herein to its sub-bidders and suppliers.

ADDENDUM ISSUED BY

Helen Collins

 Helen Collins, Manager
 Facilities and Field Services Division

November 28, 2018
 Date

ATTACHMENT A

CITY OF WEST HOLLYWOOD

NOTICE INVITING SEALED BIDS

For

**CITY OF WEST HOLLYWOOD PLUMMER PARK COMMUNITY CENTER
HVAC UNITS REPLACEMENT PROJECT
CIP #: 2018-2019-55-14[01]**

PUBLIC NOTICE IS HEREBY GIVEN that the City of West Hollywood as AGENCY, invites Sealed Bids for the above stated services from **Contractors** which shall be received only by submitting electronically at <https://www.weho.org/city-government/city-departments/public-works/bids> for the above stated work and will only receive such bids no later than the hour of **10:00 AM on December 17, 2018.**

The work to be done consists of furnishing all materials, equipment, tools, labor, and incidentals as required to perform demolition of existing AC equipment, Installation of new AC equipment, Electrical work for AC equipment, Flashing & Sheet Metal, Exterior Cement Plaster, Painting, Roof Patching, Installation of new building DDC controls system and integration of AC equipment with new DDC controls, New zone wall temperature sensors with display and user interface for new AC equipment.

Proposals shall be submitted electronically. Copies of the Request for Proposals and associated documents are available for free from the City of West Hollywood website <https://www.weho.org/city-government/city-departments/public-works/bids>.

Please note the terms Project and Work are interchangeable as is Proposals/Proposer and Bid/Bidder.

A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5 of the Labor Code. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 of the Labor Code at the time the contract is awarded.

Any contract entered into pursuant to this notice will incorporate the provisions of the California State Labor Code. Pursuant to the provisions of Section 1773.2 of the Labor Code, the minimum prevailing rate of per diem wages for each craft, classification, or type of workman needed to execute the contract shall be those determined by the Director of Industrial Relations of the State of California, which are on file at the City Hall, City of West Hollywood, 8300 Santa Monica Boulevard, West Hollywood, California 90069, and are available to any interested party on request.

The City of West Hollywood's [Living Wage Ordinance](#) shall be followed when applicable. West Hollywood Municipal Code: Chapter 3.20 Living Wage Requirements for Service Contracts.

Attention is directed to the provisions of Section 1777.5 (Chapter 1411, Statutes of 1968) and 1777.5 of the Labor Code concerning the employment of apprentices by the Contractor or any such subcontractor under him. Affirmative action to ensure against discrimination in employment practices on the basis of race, color, national origin, ancestry, sex, religion, sexual orientation, or handicap will also be required.

The AGENCY hereby affirmatively ensures that minority business enterprises will be afforded full opportunity to submit bids in response to this notice and will not be discriminated against on the basis of race, color, national origin, ancestry, sex, or religion in any consideration leading to the award of contract.

In entering into a public works contract, or a subcontract, to supply goods, services, or materials pursuant to a public works contract, the Contractor, or subcontractor, offers and agrees to assign to the awarding body all rights, title, and interest in, and to, all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the Contractor, without further acknowledgement by the parties.

No contractor or subcontractor may be listed on a bid proposal for a public works project (submitted on or after March 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1(a)].

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Interest in More Than One Submission: No contractor shall be allowed to make, submit or be interested in more than one Statement of Qualification. However, a person, firm, corporation or other entity that has submitted a sub proposal to a contractor, 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 submitting a bid to the Owner.

Mandatory Pre-Proposal Meeting: The City will host a Mandatory Pre-Bid Meeting on December 5 at 8:00 AM at Plummer Park Community Center; 7317 Santa Monica Blvd., West Hollywood, CA 90046. Please submit your RSVP through the electronic process if you plan to attend. Should the City not receive any RSVP's, the meeting will not be held.

Requests for Clarification (RFI's) and Questions: All questions and requests for

information shall be submitted electronically at <https://www.weho.org/city-government/city-departments/public-works/bids> under the above stated project. Any questions addressing the interpretation or clarification of the **Bid Forms or the Bid Documents** must be submitted no later than **10:00 A.M. December 7, 2018 through the City's electronic submission process**. Following this deadline no questions regarding the statement of qualifications packet will be accepted.

Bid Security and Insurance Certificates; Performance and Payment Bonds: All Proposals shall must be accompanied by certified or cashier's check to be submitted to the City Clerk prior to deadline for submission of proposals (proposals will only be accepted through the online process), or bidder's bond, made payable to the AGENCY for an amount no less than ten percent (10%) of the total bid price, this can be scanned and submitted as part of the proposal. Any bid not accompanied by such a guarantee will not be considered.

The successful proposer will be required to furnish, within five business days of the written Notice of Award, insurance certificates and endorsements as described in the Bid Documents, a Performance Bond in the amount of one hundred percent (100%) of the Total Bid Price, and a Payment (Material and Labor) Bond in the amount of one hundred percent (100%) of the Total Bid Price, on the forms provided and in the manner described in the Bid Documents. Only bonds executed by an admitted surety insurer, as defined in Code of Civil Procedure Section 995.120, shall be accepted. The surety must be a California-admitted surety with a current A.M. Best's rating no less than A:VII and satisfactory to the City. If a California-admitted surety insurer issuing bonds does not meet these requirements, the insurer will be considered qualified if it is in conformance with Section 995.660 of the California Code of Civil Procedure, and proof of such is provided to the City.

Add Alternate(s): Add alternates will be awarded in the order they are listed in the bid documents.

Lowest Bidder: The lowest bid shall be the lowest bid price on the base contract without consideration of the prices on the additive or deductive items.

Bid Protests: Shall follow the City of West Hollywood's [Bid Protest Procedure](#) as found in the Municipal Code: Chapter 3.08 Purchasing System; Section 3.08.036 Bid Protest Procedure Applicable to Public Works Construction Projects.

License Requirements: Pursuant to Section 7028.15 of the Business and Professions Code and Section 3300 of the Public Contract Code, all bidders must possess proper licenses for performance of this Contract. Contractors shall possess at a minimum the following valid California Contractor license in order to perform the Work: **C-20 Warm-Air Heating, Ventilating and Air-Conditioning Contractor**. All Subcontractors must possess the appropriate licenses for each trade subcontracted and they shall be listed on the bid documents as requested to include percentage and dollar value of work.

Standard Specifications: The Standard Specifications of the Agency are contained in the most recent edition of the STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION, including the all supplements, as written and promulgated by the Joint Cooperative Committee of the Southern California Chapter of the American Public Works Association and the Southern California District of the Associated General Contractors of California. The Standard Specifications set forth above will control the General Provisions for this Contract except as amended in the bid documents by the Plans, General Conditions, Special Provisions, Technical Provisions, or other Contract Documents.

Owner's Rights: The City of West Hollywood reserves the right to reject any and all proposals or statement of qualifications or to waive any irregularities or informalities in any statement of qualifications or in the proposals should it deem this necessary for the public good, and also the bid of any Proposer who has been delinquent or unfaithful in any former contract with the City of West Hollywood and to take all statement of qualifications under advisement for a period of ninety (90) days. No Proposer may withdraw its submission for a period of ninety (90) days after the date from the opening thereof.

Point of contact for this bid is Davie Gonzalez at 323-848-6857 or via email at dgonzalez@weho.org.

BY ORDER OF the City of West Hollywood.

**BY ORDER OF THE
CITY OF WEST HOLLYWOOD**

By: _____
City Clerk

ATTACHMENT B

CITY OF WEST HOLLYWOOD REQUEST FOR PROPOSALS FOR

CITY OF WEST HOLLYWOOD PLUMMER PARK COMMUNITY CENTER HVAC UNITS REPLACEMENT PROJECT CIP #: 2018-2019-55-14 [01]

COMPENSATION SCHEDULE - This must be uploaded with packet as separate document

THIS IS A PUBLIC WORKS PROJECT REQUIRING PREVAILING WAGE. ADDITIONALLY, THE CITY OF WEST HOLLYWOOD'S LIVING WAGE ORDINANCE APPLIES TO THIS AGREEMENT - IT IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR TO PAY STAFF ACCORDINGLY.

Bids must be submitted electronically through the City Electronic Bidding System.

The quantities listed below are for comparison and price establishment only this agreement does not provide for any guaranteed compensation and compensation will be solely based on work quantities completed to the satisfaction of the City. **Mark-Up** shall include trade related tools, trade related equipment (transportation, relevant expenses, overhead, taxes and profit, to perform work, which may be involved in the contract (mark-up **does not** include materials or equipment rentals unless specified elsewhere in these documents).

1. BASE BID SCHEDULE SHALL BE 84 CALENDAR DAYS FOR COMPLETION OF WORK (AND SHALL INCLUDE AN ADDITIONAL NON-COMPENSABLE 30 CALENDAR DAYS FOR COMPLETION OF PUNCH LIST ITEMS)

Base bid shall be calculated using straight-time. Overtime compensation will not apply except as required by the Department of Industrial Relations trade classifications.

Unit prices shall include all labor, material, tools, equipment, traffic and warning devices, transportation, overhead and profit to perform the work. All work shall be priced at prevailing wage rates if applicable and/or the City of West Hollywood Living Wage.

Per the Project Manual, Contract Documents, Specifications and Standard Drawings the City is requesting bid pricing for a regular schedule in which the Contractor shall complete all the required work in every detail within **84 CALENDAR DAYS** after date of Notice to Proceed, exclusive of verified equipment and/or materials lead time and any required maintenance period. (All items must be filled out completely).

BASE BID SCHEDULE

ITEM	SERVICE TYPE	UNIT OF MEASURE (UOM)	UNIT PRICE	TOTAL
1	Demolition of existing AC equipment as indicated in the Project Manual	LUMP SUM	Fill in Online	Will Calculate Online
2	Installation of new AC equipment as indicated in the Project Manual	LUMP SUM	Fill in Online	Will Calculate Online
3	Electrical and Controls work for all AC equipment as indicated in the Project Manual	LUMP SUM	Fill in Online	Will Calculate Online
4	Carpentry, Flashing & Sheet Metal, Exterior Plaster, Drywall Patching & Painting Network Cabling and Roof Patching as required during the course of executing the Scope of Work per the Project Manual.	LUMP SUM	Fill in Online	Will Calculate Online
5	Twenty-four (24) hour temporary cooling of the entire Community Center while executing the Scope of Work per the Project Manual. Contractor provided security guard, if needed, shall be included in the cost of bid.	LUMP SUM	Fill in Online	Will Calculate Online
6	Installation of Ergotron Sit-Stand Enclosure, Including all demolition, framing, drywall installation and finishing, painting and all associated electrical and network cabling.	LUMP SUM	Fill in Online	Will Calculate Online

ADD ALTERNATE(S) SCHEDULE

ITEM	SERVICE TYPE	UNIT OF MEASURE (UOM)	UNIT PRICE	TOTAL
1	Replace existing split system serving MPOE and replace with new 5.0 ton multi-zone unit. Provide one 2.5 ton wall mounted fan coil in MPOE and one 2.5 ton wall mounted fan coil in Tech Room.	LUMP SUM	Fill in Online	Will Calculate Online

Mark-Up shall include trade related tools, trade related equipment, transportation, relevant expenses, overhead, taxes and profit, to perform work, which may be involved in the Agreement. Failure to fill out this portion may result in the bidder being considered unresponsive.

2. **MATERIAL MARK-UP** _____% (Material Mark-Up shall be no greater than 10%)
3. **EQUIPMENT RENTAL RATE MARK-UP** _____% (Baseline equipment rental prices before mark-up shall not exceed Caltrans Equipment Rental Rates, unless previously approved by the City). Note: vendor is required to possess or be able to acquire lift for all work up to 30 feet at no extra cost to the City.

NOTES:

1. The listed items in the Bid Sheet(s) are supplied to give an indication of the general scope of work, but the exactness of these items are not guaranteed and the BIDDER shall make his/her own estimates from the Specifications. The BIDDER will be paid for each item required and installed on the project as specified in the specifications and related contract documents and any issued addendums.
2. The undersigned agrees that these Proposal/Bid Forms constitute a firm offer to the Owner which cannot be withdrawn for the number of Calendar Days indicated in the Notice Inviting Bids from and after the bid opening date, or until a Contract for the Work is fully executed by the Owner and a third party, whichever is earlier. The undersigned also agrees that if there is a discrepancy between the written amount of the Bid Price and the numerical amount of the Bid Price, the written amount shall govern.
3. In accordance with the Project Manual Specifications, the Contractor shall provide a third party accredited and licensed security guard for the entire duration the Contractor, and/or those acting on the behalf of the Contractor, are onsite. Cost for said security guard shall be included in the cost of the bid.
4. City reserves the right to reject all Bids.

END OF SECTION