

**MANDATORY PRE-BID MEETING NOTES
LOWELL JOINT SCHOOL DISTRICT**

**MAYBROOK ELEMENTARY SCHOOL
INTERIM HOUSING PROJECT BID #2223-02
Friday, March 17, 2023**

It is the responsibility of the bidder to read the bid documents in their entirety. Failure to do so will not relieve successful bidder from any contractual obligations entered into under this bid.

1. Schedule:

| | |
|----------------------------------|---------------------------------------|
| Advertising Dates | Friday, 03/03/23 and Friday, 03/10/23 |
| Pre-Bid Site Walk | Monday, 03/13/23 at 9:00 AM |
| Questions due from Bidders | Monday, 03/13/23 by 2:00 PM |
| FINAL Addendum to Bidders | Tuesday, 03/14/23 by 2:00 PM |
| Open Bids | Friday, 03/17/23 by 2:00 PM |
| Notice to Proceed | Tuesday, 04/04/23 |
| Contractors Mobilization | Monday, 04/05/23 |

2. Request for Information:

Submit all questions by email or mail to the following not later than date above to:

Christian Mejia
Sr. Project Engineer
cmejia@ericksonhall.com

With a copy to the following:

Mike Arnold
Project Manager
marnold@ericksonhall.com

We will not answer questions received beyond the above specified date and time

| Bid Category # | Bid Package Description | License Required |
|----------------|-------------------------|----------------------|
| 2 | Demolition and Grading | A or B or C-21, C-12 |

3. Public Works Project:

Prevailing Wage applies. DIR # required, LCP Tracker required, Prequalification, and see Special Conditions.

4. Bid Submittals:

It is crucial that the appropriate documents be included with the bid, all items requiring notarization completed properly, and **ALL** subs listed:

- a. Bid Security Form (bid bond) or Bid Guarantee Form (no bid bond) - 00410
- b. Proposed Subcontractors Form (for listing subcontractors) – 00430
- c. List Of Proposed Prequalified MEP Or A/B Subcontractors Under ½ of 1% - 00430A
- d. Non-Collusion Affidavit – 00480
- e. Information Required of Bidder – 00490
- f. Iran Contract Form – 00750A
- g. Certification of Compliance with DVBE Policy (if applicable)- 00751
- h. Bidder’s Acknowledgment of Project Schedule and Phasing - 00752
- i. Site Visit Certification - 00753
- j. Acknowledgment of Bidding Practices Regarding Indemnity – 00754
- k. DVBE and/or GFE – Attachment B

5. Substitutions:

Whenever in specifications any materials, process, or article is indicated or specified by grade, patent, or proprietary name of by name of manufacturer, such specification shall be deemed to be used for the purpose of facilitating description of material, process, or article desired and shall be deemed to be followed by the words “or equal.”

In accordance with Public Contract Code section 3400, district must provide for “submission of data substantiating a request for a substitution of an ‘equal’ item.” Therefore, **by February 13, 2023**, specified in Article 18 of the Information of Bidders, if the Contractor is requesting substitution of “an equal” item or product or work, the make and grade of the item, product or work which is to be substituted shall be provided to the District representative. Substitutions will not be considered after this date.

6. Labor Compliance:

Contractor is to retain all certified payrolls for a period of no less than (5) five years from date of completion as noted in the General Conditions. The District contracts with LCP Tracker, all documents regarding Labor Compliance must be uploaded to this system.

7. Contract Submittals and Technical Submittals:

It is imperative that the successful bidder provide submittals in a timely basis. Please be aware of the submittals dates noted in the Special Conditions and in this document. There are liquated damages attached the submittals should they be late.

8. Special Conditions and Division 1 General Requirements:

The Special Conditions may modify the General Conditions and Information to Bidders. Please read these carefully.

Please note: if there should exist a conflict between the Special Conditions and/or Division 1 General Requirements and the General Conditions/Information to Bidders, the language in the Special Conditions and/or Division 1 sections shall supersede.

9. Fingerprinting:

Fingerprinting and background checks ARE required of Supervisory Staff for the contractor and/or

subcontractors on the job site when there is limited contact with students. Your company must have an ORI number from the Department of Justice for fingerprinting. The CM or Project Manager may determine that a job requires all employees to be fingerprinted if there might be direct contact with students. ORI numbers shall be obtained immediately after receiving a PNOA for your project.

As a reminder all Primes are REQUIRED to have an ORI number. You must obtain the ORI from the DOJ after awarded the contract. All workers on site MUST be badged by the District.

10. Subcontracting:

Contractor must list all subs. All subs under ½ of 1% must be listed on form 430A if they had to be prequalified, meaning they hold a MEP license.

11. Senate Bill 854:

All contractors and subcontractors (any tier) must be registered with the DIR. Number must be provided within 24 hours of the bid. Please visit the following website for more information: <http://www.dir.ca.gov/Public-Works/PublicWorks.html>

This project is subject to the requirements under SB 854, which include registration of all contractors, and the submission of certified payroll to the State of California. Additionally, GUHSD requires all contractors to submit their certified payroll into LCP Tracker software monthly, for District purposes.

12. Builders Risk:

Builders risk will be supplied by BP-01 General Construction for this project.

SIGN IN SHEET, ADDENDAS AND BID RESULTS WILL BE POSTED ONLINE AT:

[Lowell Joint School District - Bids and RFPs \(ljdsd.org\)](http://www.ljdsd.org)