



# **NOTICE INVITING BIDS CITY HALL AND CITY COUNCIL CHAMBERS RENOVATION**

LOCATION:

City of Rolling Hills Estates  
4045 Palos Verdes Drive North  
Rolling Hills Estates, CA 90274

**Bid Opening: December 13, 2017  
At 11:00 AM**

# CITY OF ROLLING HILLS ESTATES

## NOTICE INVITING BIDS

# CITY HALL AND CITY COUNCIL CHAMBERS RENOVATION

The City of Rolling Hills Estates ("City") invites sealed bids for the above-referenced project and will receive sealed bids in the Office of the City Clerk, City Hall, 4045 Palos Verdes Drive North, Rolling Hills Estates, California 90274 until 11:00 a.m. on the 13<sup>th</sup> day of December, 2017, at which time they will be publicly opened.

**BID DOCUMENTS AVAILABLE AT:** Copies of the Contract Documents are available from the City of Rolling Hills Estates, 4045 Palos Verdes Drive North, Rolling Hills Estates, California 90274, upon payment of a \$50 nonrefundable fee, if picked up, or payment of a \$65 nonrefundable fee, if mailed.

Plans and special conditions are based on the use of the Standard Specifications for Public Works Construction, 2012 edition, written and promulgated by Public Works Standards, Inc. and all supplements thereto.

**Submittal of Bids.** All bids must be submitted on the forms furnished by the City. Bids must conform with, and be responsive to, the bid documents, copies of which may be obtained from the City as set forth above. Only bids submitted to the City prior to the date and time set forth above for the public opening and reading of the bids will be considered. Bids must be submitted to the location as set forth above.

**Bid Bond:** Bids, accompanied by a cash deposit or a certified check or a bid bond payable to the City of Rolling Hills Estates in the amount of ten percent (10%) of the total amount of the bid.

**Pre-Bid Meeting.** The City will conduct a Mandatory Bid Meeting on Tuesday, November 7 2017 at 1:00 p.m. at 4045 Palos Verdes Drive North Rolling Hills Estates, CA 90274.

**Questions and Clarification:** Questions and clarifications on this project, must be submitted in writing by emailing Alexa Davis, Assistant to the City Manager at [alexad@rollinghillsestatesca.gov](mailto:alexad@rollinghillsestatesca.gov). The last day to submit questions is Thursday, November 16, 2017 by 5:00 PM.

**Required Contractor's License(s):** Under Public Contract Code section 3300 and Business and Professions Code section 7028.15(e), the City requires that the contractor possess a valid Class B contractor's license at the time that the contract is awarded. Failure to possess the

specified license will render the bid non-responsive and will bar the award of the contract to any bidder not possessing such license at the time of the award. Failure of the bidder to obtain proper and adequate licensing for an award of a contract will constitute a failure to execute the contract and result in the forfeiture of the security of the bidder. (Public Contract Code § 20103.5.)

**Required Contractor and Subcontractor DIR Registration:** The City will accept bids only from bidders that (along with all subcontractors listed) are currently registered and qualified to perform public work pursuant to Labor Code section 1725.5; provided, however, that if a bidder is a joint venture (Business & Professions Code § 7029.1) or if federal funds are involved in the project, then City may accept a non-complying bid provided that the bidder and all listed subcontractors are registered at the time the contract is awarded. Information on registration with the DIR is available at: <https://efiling.dir.ca.gov/PWCR>. This is a separate requirement from the Contractors State License Board licensing requirement.

**Form of Bid:** Each bid must be submitted on the Bid Proposal and bid forms furnished by the City of Rolling Hills Estates, and each bid must include all the items shown on these forms. Substitute forms may be used if specified in this Notice. All bids must be submitted in conformance with this Notice and with the instructions contained in Standard Specifications for Public Works Construction, which by this reference is made a part of the Notice Inviting Bids.

**Prevailing Wage Laws:** The successful bidder must comply with all prevailing wage laws applicable to the project, and related requirements contained in the contract documents. Copies of the general prevailing rates of per diem wages for each craft, classification, or type of worker needed to execute the contract, as determined by Director of the State of California Department of Industrial Relations, are on file at the City, and may be obtained from the DIR website: <http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm>. Upon request, City will make available copies to any interested party. Also, the successful bidder must post the applicable prevailing wage rates at the work site.

**Payroll Records and Prevailing Wage Monitoring:** This project is subject to prevailing wage compliance monitoring and enforcement by the Department of Industrial Relations. (Labor Code § 1771.4.). Each contractor and subcontractor must keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by the contractor or subcontractor in connection with the public work. These records must be certified and made available by the contractor as required by Labor Code section 1776. In the case of state-funded public works projects, certified payroll reports must be provided to City on a weekly basis. In the case of federally-funded public works project and in accordance with 29 C. F. R. § 5.5(a)(3), the contractor will be required to submit weekly payroll reports and compliance statements for this project.

**Substitution of Securities:** In accordance with Public Contract Code section 22300, substitution of eligible and equivalent securities for any moneys withheld to ensure performance under the contract for the work to be performed will be permitted at the request and expense of the successful bidder. Such equivalent securities must be deposited with City or with a state or federally chartered bank as the escrow agent who will then pay such moneys to the contractor. Upon satisfactory completion of the contract, the securities will be returned to the contractor. Securities eligible for investment include those listed in Government Code section 16430, bank or savings and loan certificates of deposit, interest bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by the contractor and City. The contractor

will be the beneficial owner of any securities used to secure its performance. Any escrow agreement will be substantially similar to the form set forth in Public Contract Code section 22300.

**Award of Contract.** The contract for the work, if awarded, will be to the responsible bidder submitting the lowest responsive bid. If the bid requires bidders to propose prices for alternate bid items, the City's selection of alternate bid items, if any, for determination of the lowest priced bid and for inclusion in the scope of the contract to be awarded, will be in accordance with the Instructions for Bidders.

**Reservation of Rights:** The City reserves the right to reject any or all bids, waive any irregularities in the bids, and to make an award or any rejection in what it alone considers to be in the best interest of the City. The City further reserves the right to take all bids under advisement for a period of 60 days.

Dated this 20<sup>th</sup> day of October, 2017.

## **CITY OF ROLLING HILLS ESTATES**

By: Alexa Davis, Assistant to the City Manager