

ADDENDUM NO. 1
PUBLIC WORKS AND UTILITIES DEPARTMENT FIELD OFFICE ROOF
OVERLAY AND REPLACEMENT PROJECT
CITY PROJECT NO. C11201912

June 26, 2018

This Addendum No. 1 includes the notice of inviting bids to the Public Works and Utilities Department Field Office Roof Overlay and Replacement Project, and shall become part of the Contract Documents for this Project.

NOTE: **Underline** = Additions
~~Strikethrough~~ = Deletions

Notice of Inviting Bids

The Notice of Inviting Bids has been attached to this addendum as attachment 1 and shall be incorporated as part of the bid documents.

All other items of the documents shall remain unchanged. **A signed copy of this Addendum and the attached acknowledgement form shall be attached to the bid proposal. Failure to do so may cause rejection of your bid as being non-responsive.**



Jeffrey A. Stutsman P.E., Sr. Civil Engineer
Public Works & Utilities Department

**PUBLIC WORKS AND UTILITIES DEPARTMENT FIELD OFFICE
ROOF OVERLAY AND REPLACEMENT PROJECT
CITY PROJECT NO. C11201912**

ACKNOWLEDGEMENT

Receipt of Addendum No. 1 is hereby acknowledged by _____
(Contractor's Name)
on the _____ day of _____, 2018.

By: _____
Signature

Title

Company Name

NOTICE INVITING BIDS

1. RECEIPT OF BIDS: Sealed Bids will be received at the office of the City Clerk of the City of Petaluma located at 11 English Street, Room 4, Petaluma, California, 94952-2610, until 3:00PM (enter time) on Thursday, July 12, 2018, for the Public Works and Utilities Department Field Office Roof Overlay and Replacement Project, City Project No. C11201912. Any Bids received after the specified time and date will not be considered. Fax and other electronically transmitted Bids will not be accepted.
2. OPENING OF BIDS: The Bids will be publicly opened and read at 3:00PM (enter time) on Thursday, July 12, 2018 at the above-mentioned office of the CITY. The CITY reserves the right to postpone the date and time for opening of Bids at any time prior to the aforesaid date and time.
3. COMPLETION OF WORK: The WORK must be completed within 20 (twenty) working days after the commencement date stated in the Notice to Proceed.
4. DESCRIPTION OF WORK: The WORK includes: Removal of existing Thermoplastic polyolefin (TPO) roofing material and installation of 60 mil TPO single-ply membrane over existing flat roof sections and on parapet walls.
5. SITE OF WORK: The site of the WORK is located: 202 North McDowell Blvd., Petaluma, CA.
6. OBTAINING CONTRACT DOCUMENTS: The Contract Documents are entitled "Public Works and Utilities Department Field Office Roof Overlay and Replacement Project C11201912."

The Contract Documents may be obtained by 4:00 P.M., Monday through Friday at the office of Public Works & Utilities 202 N. McDowell Boulevard, Petaluma, CA 94954.

If you would like to receive the bid documents via the CITY's website, at no cost, please go to:

- <http://cityofpetaluma.net/bidding-opportunities.html>
- Fill out the Plan Holder's form by clicking on the Plan Holder's form link
- Fill in all fields
- Click on the submit button at the end of the form

Submitting the Plan Holder's form on-line automatically puts you on the CITY's Bidders List and you will be notified of any Addendums or information pertaining to the bid by email.

If you would like to purchase bid documents, please call Phone No. 707-778-4303, Attention: Jeanne Castro, upon payment of \$20.00 (non-refundable) for each set of Contract Documents (including technical specifications and accompanying reduced scale drawings). The scale of the reduced drawings is about one-half of the original scale. At

the Bidder's request and expense, the Contract Documents may be sent by overnight mail.

Full-scale drawings are not available.

If full-scale drawings are available and desired, they may be purchased at reproduction cost from _____.

7. **BID SECURITY:** Each Bid shall be accompanied by a certified or cashier's check or Bid Bond executed by an admitted surety in the amount of 10 percent of the Total Bid Price payable to the City of Petaluma as a guarantee that the Bidder, if its Bid is accepted, will promptly execute the Agreement. A Bid shall not be considered unless one of the forms of Bidder's security is enclosed with it. Upon acceptance of the Bid, if the Bidder refuses to or fails to promptly execute the Agreement, the Bidder's security shall be forfeited to the CITY.
8. **CONTRACTOR'S LICENSE CLASSIFICATION:** In accordance with the provisions of California Public Contract Code Section 3300, the CITY has determined that the CONTRACTOR shall possess a valid Class B or C-39 license at the time that the Contract is awarded. Failure to possess the specified license shall render the Bid as non-responsive and shall act as a bar to award of the Contract to any bidder not possessing said license at the time of award.
9. **PREFERENCE FOR MATERIAL:** Substitute products will be considered prior to award of the Contract in accordance with Section 3400 of the California Public Contract Code. The Bidder will submit data substantiating its request for a substitution of "an equal" item within 14 days following submission of its Bid. Substantiation data will conform to the requirements of the instructions for Proposed Substitutions or "or equal" items contained in the Bid Forms. The ENGINEER will make a determination of approval or rejection of the proposed substitution prior to the award of the Contract. No request for substitution of "an equal" item will be considered by the ENGINEER after award of the Contract.
10. **REJECTION OF PROPOSALS:** The CITY reserves the right to reject all or any part of all bids submitted, waive informalities and irregularities, and will not, to the extent allowed by law, be bound to accept the lowest bid.
11. **BIDS TO REMAIN OPEN:** The Bidder shall guarantee the total bid price for a period of 90 calendar days from the date of bid opening.
12. **CALIFORNIA WAGE RATE REQUIREMENTS:** In accordance with the provisions of California Labor Code Sections 1770, 1773, 1773.1, 1773.6 and 1773.7 as amended, the Director of the Department of Industrial Relations has determined the general prevailing rate of per diem wages in accordance with the standards set forth in Section 1773 for the locality in which the WORK is to be performed. A copy of said wage rates is on file at the office of the City Clerk. It shall be mandatory upon the CONTRACTOR to whom the WORK is awarded and upon any subcontractor under the CONTRACTOR to pay not less than said specified rates to all workers employed by them in the execution of the WORK.

13. LABOR COMPLIANCE PURSUANT TO CALIFORNIA LABOR CODE § 1771.1. A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirement 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. It is not a violation of this section for 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 at the time the contract is awarded.

14. RETAINAGE FROM PAYMENTS: The CONTRACTOR may elect to receive 100 percent of payments due under the Contract Documents from time to time, without retention of any portion of the payment by the CITY, by depositing securities of equivalent value with the CITY in accordance with the provisions of Section 22300 of the Public Contract Code. Alternatively, the CONTRACTOR may request and the CITY shall make payment of retentions earned directly to the escrow agent at the expense of CONTRACTOR. At the expense of the CONTRACTOR, the CONTRACTOR may direct the investments of the payments into securities and the CONTRACTOR shall receive the interest earned on the investments upon the same terms as provided in Section 22300 of the Public Contract Code for securities deposited by the CONTRACTOR. The CONTRACTOR shall be responsible for paying all fees for the expenses incurred by the escrow agent in administering the escrow account and all expenses of the CITY. These expenses and payment terms shall be determined by the CITY's Finance Director or his/her designee and the escrow agent. Upon satisfactory completion of the WORK, the CONTRACTOR shall receive from the escrow agent all securities, interest, and payments received by the escrow agent from the CITY, pursuant to the terms of Section 22300 of the Public Contract Code. Such securities, if deposited by the CONTRACTOR, shall be valued by the CITY, whose decision on valuation of the securities shall be final. Securities eligible for investment under this provision shall be limited to those listed in Section 16430 of the Government Code, 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 the CITY.

15. PAYMENT BOND: Pursuant to and in accordance with California Civil Code Section 3247, a payment (labor and materials) bond must be filed if the expenditure for the WORK is in excess of Twenty-Five Thousand Dollars (\$25,000).

16. PRE-BID CONFERENCE/SITE VISITS: [At least one box below MUST be checked]

Check if no pre-bid conference/site visit is to be held:

Mandatory pre-bid conference/site visit to be held: Prospective bidders are required to attend a mandatory pre-bid conference/site visit at _____ (*enter time*) on _____, at the _____ offices at _____. Prospective bidders that fail to attend the mandatory pre-bid conference/site visit will be ineligible to bid on the project. Following the conference at City offices, City staff and prospective bidders will meet at the project Site. Transportation to the project site will be the responsibility of prospective bidders.

The purposes of the conference/site visit are to discuss the scope of the project and bidding requirements and to acquaint bidders with Site conditions.

No information communicated at the pre-bid conference/site visit may amend the project bidding requirements. Project bidding requirements may only be amended by addenda issued by authorized City officials. Following the pre-bid conference/site visit, prospective bidders may submit detailed technical questions in writing. If warranted, the City may respond to such questions by addenda.

Non-mandatory pre-bid conference/site visit to be held: Prospective bidders are invited to attend a non-mandatory pre-bid conference/site visit at 11:00AM (enter time) on Tuesday, July 3, 2018, at the Public Works and Utilities Department Field offices at 202 North McDowell Blvd., Petaluma, CA. Following the conference at City offices, City staff and prospective bidders will meet at the project Site. Transportation to the project site will be the responsibility of prospective bidders. The purposes of the conference/site visit are to discuss the scope of the project and bidding requirements, and to acquaint bidders with Site conditions.

No information communicated at the pre-bid conference/site visit may amend the project bidding requirements. Project bidding requirements may only be amended by addenda issued by authorized City officials. Following the pre-bid conference/site visit, prospective bidders may submit detailed technical questions in writing. If warranted, the City may respond to such questions by addenda.

17. PROJECT ADMINISTRATION: All communications relative to this WORK shall be directed to the ENGINEER prior to opening of the Bids.

NAME Diane Ramirez, Project Manager
ADDRESS 11 English Street
Petaluma, CA 94952
PHONE 707-776-3658

18. CITY'S RIGHTS RESERVED: The CITY reserves the right to reject any or all bids, to waive any minor irregularity in a bid, and to make awards to the lowest responsive, responsible bidder as it may best serve the interest of the CITY.

CITY:

By: Clare Cooper

Date: June 18, 2018

END OF NOTICE INVITING BIDS