



## **NOTICE TO BIDDERS**

### **ADDENDUM #1**

#### **Bid 102-19 Escondido HVAC Lab Remodel Project**

#### **Palomar Community College District**

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The following changes, additions, deletions, clarifications or corrections shall become part of the Bid & Contract Documents for the above listed project. This Addendum #1 forms a part of the contract document and modifies the original bidding documents. Acknowledge receipt of Addendum #1 in the space provided on the bid form. Failure to do so may subject bidder to disqualification.

#### **CHANGE TO BID DOCUMENTS**

- BID FORM (pages 58-59)  
Replace original Bid Form with "Revised" Bid Form, hereto attached.

#### **ADDITIONAL DOCUMENTS FROM JOB WALK**

- SPECIAL CONDITIONS
- PROPOSED LOGISTICS PLAN
- CAMPUS MAP – Escondido HVAC Lab OFCI Equipment Storage Location

#### **PRE-BID REQUESTS FOR INFORMATION QUESTIONS AND RESPONSES**

- (1) QUESTION: We are requesting an extension on the bid date on the above subject project to February 14. Plans were made available within the last day or so and the subcontractors need more time to review and properly bid the work. Please advise if this is acceptable

*RESPONSE: No. Original Bid due date and time will remain.*

**END OF ADDENDUM #1**

Date Issued: January 14, 2019  
Palomar Community College District  
Office of Contract Services  
Debbi Claypool, Sr. Contracts Administrator

**BID FORM****-REVISED-**

TO: Palomar Community College District, acting by and through its Governing Board, herein called the "District":

- Pursuant to and in compliance with your Notice to Contractors Calling for Bids and the other documents relating thereto, the undersigned bidder, having thoroughly examined and familiarized himself/herself with the terms of the Contract, the local conditions affecting the performance of the Contract and the cost of the work at the place where the work is to be done, and with the drawings and specifications and other Contract Documents, hereby proposes and agrees to perform, within the time stipulated, the Contract, including all of its component parts, and everything required to be performed, and to provide and furnish any and all of the labor, materials, tools, expendable equipment, and all utility and transportation services necessary to perform the Contract and complete in a workmanlike manner all of the work required in connection with

**Bid 102-19  
Escondido HVAC Lab Project**

all in strict conformity with the drawings and specifications and other contract documents, including addenda nos. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, on file at the office of the said District for the sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_). Said sum includes all applicable taxes and costs and owner's unspecified allowance\*.

1) Base Bid \$ \_\_\_\_\_

2) Owner's Allowances

a) Allowance for Unforeseen Conditions	\$ _____ 50,000.00*
b) Allowance for Backing	\$ _____ 5,000.00*

Total Base Bid \$ \_\_\_\_\_ \*\*

**\*Owner's Unspecified Allowance:** Bidder shall include in Bid Proposal the stipulated sum of Fifty-Five Thousand Dollars (\$55,000.00) to be allocated as follows: \$50,000 for Unforeseen Conditions, \$5,000 for Backing. Any Allowance work is to be performed ONLY at the determination and direction of the District. Work performed at the determination and direction of the District under this Allowance shall be documented by Contractor and submitted to District's Representative. Contractor shall include separate line items in Contractor's Schedule of Values for the listed "Allowances" totaling of Fifty-Five Thousand Dollars (\$55,000.00). At closeout of contract, any funds remaining in the Allowance shall be credited to District through a Change Order.

**\*\*Said BID PRICES include all applicable taxes and costs and Owner's Unspecified Allowance.**

- It is understood that the District reserves the right to reject this bid and that this bid shall remain open and not be withdrawn for the period specified in the Notice to Contractors Calling for Bids.
- The required bid security is attached hereto.
- Non-collusion affidavit is attached hereto.
- The required list of proposed subcontractors is attached hereto.
- It is understood and agreed that bidder shall provide the name, addresses, portion of work and license numbers of all listed subcontractors as part of their bid submittal.
- It is understood and agreed that if written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the undersigned after the opening of the bid, and within the time this bid is required to remain open, or at any time thereafter before this bid is withdrawn, the undersigned will execute and deliver to the District a contract in the form attached hereto in accordance with the bid as accepted. The undersigned will also furnish and deliver to the District the Performance Bond and Payment Bond for Public Works as specified, all within five (5) days after receipt of notification of award. The work under the Contract shall be commenced by the undersigned bidder, if awarded the Contract, on the date to be stated in the District's Notice to the Contractor to Proceed, and shall be completed by the Contractor in the time specified in the Contract Documents.

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7. Notice of acceptance or requests for additional information should be addressed to the undersigned at the address stated below:
  
8. The names of all persons interested in foregoing proposal as principals are as follows:

(IMPORTANT NOTICE: If bidder or other interested person is a corporation, state legal name of corporation, also names of the president, secretary, treasurer, and manager thereof; if a co-partnership, state true name of firm, also names of all individual copartners comprising the firm; if bidder or other interested person is an individual, state first and last names in full.)

10. Bidder certifies that he is licensed in accordance with the law providing for the registration of Contractors, License No. \_\_\_\_\_, Expiration Date \_\_\_\_\_, class of license \_\_\_\_\_.

I, \_\_\_\_\_, the \_\_\_\_\_ of the bidder, hereby certify under penalty of perjury under the laws of the State of California, that all of the information submitted by the bidder in connection with this bid and all of the representations made herein are true and correct.

Executed on this \_\_\_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_ County, California.

_____	_____
Proper Name of Bidder	Address
By: _____	_____
Signature of Authorized Agent/Officer	City, State, Zip Code
_____	_____
Print Name	Telephone
	Fax
	Email address

NOTE: If bidder is a corporation, the legal name of the corporation shall be set forth above together with the signature(s) of authorized officers or agents; if bidder is a partnership, the true name of the firm shall be set forth above together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership; and if bidder is an individual, his/her or her signature shall be placed above

Bidder must submit the following documents with this Bid Form in order to be considered responsive:

- ◆ Bid Security
- ◆ References
- ◆ Designation of Subcontractors
- ◆ Non-Collusion Affidavit
- ◆ Contractor's Certificate Regarding Workers' Compensation
- ◆ Contractors Verification of Contractor and Subcontractors' DIR Registration

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**Addendum #1**  
**Escondido HVAC Lab Remodel Project**  
**Bid No. 102-19**

**Special Conditions**

1. The Escondido campus will be open for use by students and staff on January 28<sup>th</sup>, 2019. The contractor is made aware that work will be occurring in an occupied building and will make the safety and security of the public a primary concern.
2. Construction of the Escondido HVAC Lab Remodel project will be occurring during the Spring and Summer Semesters with students, faculty and staff active throughout campus. Construction activities **CANNOT** disrupt academic programs and activities.
3. The District standard for building HVAC controls is Delta Controls. All components for HVAC controls for conditioning the building must be compatible with Delta and be integrated into the District's master system. All HVAC unit controls that are classroom equipment used exclusively for teaching purposes shall be installed per plan and **DO NOT** need to be a part of the Delta control system
4. All work done for data/IS cabling, etc. **MUST** be done by a separate trade contractor that specializes in the installation of data and AV systems and wiring. The data cabling contractor **MUST** be listed on the designation of subcontractor's form regardless of contract amount. Documentation that the listed contractor for data cabling has the required certifications must be included at the time of bid or the bid will be deemed non-responsive. The certifications that must be held include the following:
5. The following information is required for the data/low voltage/communications subcontractor and is included within specification section 27 05 00 of the project specifications:
  - a. Data Sub-contractor shall have at least 5 years of experience installing and testing structured cabling systems.
  - b. Data Sub-contractor shall employ at least one BICSI Registered Communication Distribution Designer (RCDD), and the RCDD shall sign-off on all designs offered, including stamping the design with their current BICSI/RCDD stamp.
  - c. Data Sub-contractor shall have the responsibility to obtain any of the necessary permits, licenses, and inspections required for the performance of data, voice, and fiber optic cable installations.
  - d. Data Sub-contractor shall be a current manufacturer Certified Installer certificate. A copy of corporate certificate must be included with quote.
  - e. Data Sub-contractor shall have service facilities within 50 miles of project location.
  - f. At least 75 percent of the data technicians on the job must have a current manufacturer Certified Copper Technicians certificate to install manufacturer Copper Distribution Systems.
  - g. At least 75 percent of the data technicians installing any Fiber Distribution Systems must have a current manufacturer Certified Fiber Technicians certificate to install Fiber Distribution Systems.
  - h. The Telecommunications sub-contractor must provide a project manager to serve as the single point of contact to manage the installation

- i. References: Communications Sub-contractor **shall provide with bid** a list of three reference accounts where similar Data, Voice, Fiber Optic Cable, and related migration/cutover equipment installation work was performed within the last year or twelve-month period.
6. Contractor must install a temporary fence/barrier around all areas of construction after review and approval by the District. The barrier should be able to be secured during non-work hours to prevent students/staff from entering the construction zone. The barrier should also prevent dust and debris from entering the occupied portion of the building.
7. The contractor **MUST** take all necessary precautions including, but not limited to, the following in order to prevent dust/dirt contamination of the HVAC system and to keep dust from exiting the construction zone:
  - Cover **ALL** HVAC diffusers, open ducts and registers within the work zone
  - Use low or no VOC adhesives and paints
8. Contractor will schedule the demolition of the concrete floor during non-operating hours, i.e. weekends or after 10PM. Please note that there are limited classes offered on Saturdays. This work must be scheduled a minimum of 72 hours in advance with the District so that advance notice can be given to the campus community.
9. Contractor shall turn over to the District any light fixtures, carpet tiles, metal ceiling panels, door hardware, projection screens and controls that are shown to be removed and are in usable condition. Contractor shall take care to cause a minimum of damage to items that are shown to be demolished.
10. Contractor must provide a minimum of 72 hours advance notice to the District of any utility shut downs necessary so that advance notice can be given to the campus community.
11. Contractor parking will be allowed as shown on the Logistics plan. The District will provide a District parking pass that **MUST** be displayed on each construction vehicle's dashboard while on District property or they will be subject to a parking ticket.
12. Notice must be given to the District in advance of all major deliveries of material and equipment so that staff and students can be notified.
13. This campus has a zero tolerance policy. Should any construction worker be found to harass any individual on campus, they will be permanently removed from the project.
14. The District will not supply any copies of the bid documents, prints or specifications to the successful contractor for use during the project. Contractor supplies their own sets of prints and specifications.
15. Contractor staging is as shown on the Logistics Plan.
16. Contractor shall provide temporary toilet facilities for contractor use. Contractor personnel shall not use the public restrooms in the Escondido campus buildings.
17. The entire Palomar Escondido campus has been designated as a Level III Arboretum, the only community college in California with this distinction. Some of the plants on campus are rare or endangered in the wild, and some can be dangerous if not treated appropriately. The diversity of plants from across the globe helps to create a unique atmosphere for learning and working, and is an important asset to be protected. **For the protection of yourself and the plants, always stay on walking paths; do not cut corners or walk through planter beds. Never pick or eat any fruits, berries, leaves, flowers, etc. from any plants. Contractor will be responsible for replacing any plants found to be damaged by their forces during the duration of the project.**
18. During the project, the contractor will be allowed to stage dumpster(s) in the area designated on the Logistics plan.

19. Installation of the new door and fill I of the existing door into room 403 must be schedule to be done during the Summer semester so as not to disrupt classes during the Spring session.
20. Contractor shall be responsible to install all Owner furnished equipment shown on the project plans. This includes pick up of the equipment which is stored at the main San Marcos campus, transportation to the Escondido Center project site, off-loading of the equipment and installation within the remodeled space including all permanent connections to utilities and anchorage/supports. The equipment is stored inside and near a Conex shipping container as noted on the attached drawing. This area can be visited during the Mandatory job walk.
21. Allowances:

The Contractor shall include the following Allowances within their base bid price for the project scope of work:

- **Unforeseen conditions Allowance - \$50,000**  
Allowance is for additional work required due to existing conditions in the buildings differing from that represented in the bid documents.
- **Backing Allowance - \$5,000**  
Installation of miscellaneous backing not shown on the plans as directed by the District.

Allowance funds can only be utilized after written approval by the District. Any Allowance funds not used during the project shall be 100% returned to the District via a deductive Change Order.

[illegible]



# OFCI Equipment Storage Location

## PALOMAR COLLEGE

San Marcos Campus  
1140 West Mission Road  
San Marcos, CA 92069-1487

Conex box location with Owner furnished equipment for HVAC Lab project

