



Invitation for Bid (“IFB”)  
for  
Re-Roofing, HVAC Unit Replacements, and Associated General Work

**IFB MHA-010-2016**

<b>IFB Issuance</b>	<b>September 8, 2016</b>
<b>Mandatory Pre-Bid Job Walk</b>	<b>September 22, 2016 at 2:00 pm</b>
<b>Bids Due</b>	<b>October 11th, 2016-2:00 pm</b>

Issued by:  
The Housing Authority of the County of Marin  
4020 Civic Center Drive  
San Rafael, CA 94903

**NOTICE TO CONTRACTORS  
INVITING SEALED PROPOSALS OF BIDS**

Project #: MHA-010-2016

Your firm is invited to submit a Sealed Proposal for Re-Roofing, HVAC Unit Replacements and Associated General Work (“the Work”) to be completed at the Marin Housing Authority’s Central Office, located at 4020 Civic Center Drive, San Rafael, California, 94903.

The Work shall be done in accordance with official plans and specifications and in accordance with all applicable law. Please refer to the enclosed Instructions to Bidding General Contractors for detailed instructions.

The Work is considered Public Works as defined by California Labor Code. 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, 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. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

Pursuant to Section 1773 of the Labor Code, the general prevailing wage rates for Marin County where the work is to be done have been determined by the Director of the California Department of Industrial Relations. These wages are set forth in the General Prevailing Wage Rates for this project, available at the Department of Public Works. Prevailing Wage Rates are also available at the State of California Division of Labor Statistics and Research website:

<http://www.dir.ca.gov/DLSR/PWD/index.htm>

Proposals must be submitted on the provided Bid Proposal Form and fully completed in accordance with the accompanying "Instructions to Bidding General Contractors". Additional or more detailed information accompanying your proposal is encouraged.

A mandatory pre bid job walk will be held at the project site at 2:00 PM, Thursday, September 22, 2016.

Proposals will be accepted at the Marin Housing Authority, 4020 Civic Center Drive, San Rafael, CA. 94903 until 2:00 PM on Tuesday, October 11, 2016. Proposals will be opened and reviewed by the Owner and Architect the same day. Bid Proposal Lump Sum prices shall be made public immediately thereafter.

## Instructions to Bidding General Contractors

### Project:

MHA IFB-010-2016  
Re-Roofing, HVAC Unit Replacements, and Associated General Work  
Marin Housing Authority  
4020 Civic Center Drive  
San Rafael, CA. 94903

To be considered, Proposals must be submitted in accordance with these Instructions to Bidding General Contractors.

### Proposals Due: Tuesday, October 11, 2016 before 2:00 PM

Proposals for MHA IFB-010-2016 will be accepted until 2:00 PM, Tuesday, October 11, 2016, at the administrative offices of the Marin Housing Authority, 4020 Civic Center Drive, San Rafael, CA. 94903. Proposals will be opened and reviewed in public by Owner and Architect the same day.

### TIMETABLE

<b>ACTION</b>	<b>DATE</b>
IFB Issued	September 8, 2016
Mandatory Pre-Bid Job Walk	September 22, 2016
Question Due Date	September 28, 2016
Responses to Questions Publicly Released	October 3, 2016
<b>BIDS DUE</b>	<b>October 11, 2016- 2 pm, PST</b>
Board Approval & Contract Award	October 18, 2016

## **DOCUMENTS**

The Construction Documents consist of:

The Construction Specifications, dated August 24, 2016, "General Conditions of the Contract for Construction", AIA document A201, 2007 Edition, Articles I through 15 inclusive and the Construction Drawings, dated August 24, 2016, except as noted revised:

### **Architectural Drawings**

A-0 revised dated 8/24/16

A-1 revised dated 8/24/16

A-2 revised dated 8/24/16

### **Mechanical (HVAC) Drawings:**

MT-1 revised dated 8/24/16

MT-2 revised dated 8/24/16

MT-3 revised dated 8/24/16

MT-4 revised dated 8/24/16

MT-5 revised dated 8/24/16

### **Mechanical (HVAC) Drawings (Continued):**

M-1 revised dated 8/24/16

M-2 revised dated 8/24/16

M-3 revised dated 8/24/16

M-4 revised dated 8/24/16

M-5 revised dated 8/24/16

### **Project Manual**

Division 0      General Conditions of the Contract dated 8/24/16  
                      AIA Form A 201-2007 attached.

Division 1      General Requirements dated 8/24/16

Divisions 2- 23   Specifications dated 8/24/16

## **DOCUMENT PROCUREMENT**

Potential Bidding General Contractors may procure electronic copies of the bid documents on September 8, 2016 or thereafter directly from:

**Marin Housing Authority Website:**

<https://www.marinhousing.org/business-opportunities.html>

**Marin Builders Association**

<http://www.marinbuilders.org/>

660 Las Gallinas Avenue  
San Rafael, CA 94903  
(415) 462-1220

**North Coast Builders Exchange**

<http://www.ncbeonline.com/>

1030 Apollo Way  
Santa Rosa, CA 95407  
(707) 542-2027

**Bay Area Builders Exchange**

<http://www.bayareabx.com/>

2440 Stanwell Dr. Suite B  
Concord, CA 94520  
(925) 685-8630

Bidders requesting hard copies of the construction documents must arrange and pay for reprographics.

## **EXAMINATION**

Bidders shall carefully examine the Construction Documents listed above and the construction site to obtain first-hand knowledge of existing conditions.

## **PRE BID JOB WALK**

A mandatory pre bid job walk will take place at the project site, 4020 Civic Center Drive, San Rafael, CA 94903 on 2:00 PM, Thursday September 22, 2016. All bidders must attend.

## QUESTIONS

All questions about the Documents must be received by Wednesday, September 28, 2016 by 3 pm. Questions shall be directed to the Architect, and may be sent via email or regular mail. Addenda with answers to questions and any necessary clarifications will be issued on MHA's website by Monday, October 3, 2016. All Addenda issued shall become incorporated into IFB-010-2016. The Architect and the Owner WILL NOT be responsible for oral clarifications.

### **Architect:**

Kodama Diseño Architects  
Attention: Howard Corelitz  
[hcorelitz@kodamadiseno.com](mailto:hcorelitz@kodamadiseno.com)  
570 10th St #2  
Oakland, CA 94607

## PROPOSALS

Proposals shall be submitted on the attached Proposal Form, unaltered. This form may be copied onto your letterhead if desired. Fill in all blank spaces and submit one original. Numbers shall be stated both in words and in figures. Proposals shall be signed with names typed or printed below signatures. Where the General Contractor is a corporation, Proposals must be signed with legal name of the corporation and the legal signature of an Officer authorized to bind the corporation to a contract.

## PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND

A bid bond is not required. A 100% Performance Bond and Labor and Material Payment Bond is required by the Owner. Indicate the cost of the bond in the space provided on the Proposal Form.

## SUBMITTAL

If submitting Proposal by mail or hand delivery, put the Proposal in a sealed envelope or container. Identify the envelope with: "MHA IFB-010-2016", and notation, "PROPOSAL FOR CONSTRUCTION". Alternatively, the Proposal may be submitted electronically.

### **Submit Proposal To:**

Ms. Kimberly Barnard  
Project Coordinator  
Marin Housing Authority  
4020 Civic Center Drive, San Rafael, CA. 94903  
E mail: [kbarnard@marinhousing.org](mailto:kbarnard@marinhousing.org)

**Submit proposals no later than 2:00 PM, Tuesday, October 11, 2016**

## MODIFICATION AND WITHDRAWAL

No proposal may be modified or withdrawn for a period of thirty (30) days after date of opening.

## **BID PROPOSAL FORM AND CERTIFICATIONS**

Ms. Kimberly Barnard  
Project Coordinator  
Marin Housing Authority  
4020 Civic Center Drive  
San Rafael, CA. 94903

Dear Ms. Barnard:

We have received the Instructions to Bidding General Contractors dated September 8, 2016, and the Construction Documents listed therein for re-roofing and HVAC unit replacements, and all associated general work for the Marin Housing Authority as named and located above as prepared by Kodama Diseño, Architects.

Furthermore, we have carefully examined the Construction Documents, and have visited the Site. We are familiar with all conditions concerning this proposed work and hereby submit the following proposal to complete the General Work in accordance with the Instructions to Bidders and the Construction Documents.

### **IN SUBMITTING THIS PROPOSAL WE AGREE TO:**

Hold our bid open for a period of thirty days.

Enter into and execute a Contract, if awarded, on the basis of this proposal.

Provide a 100% Performance and Payment Bond.

Complete the project within 150 calendar days from date of written notice to proceed.

### **WE WILL COMPLETE THIS PROJECT FOR THE LUMP SUM PRICE OF:**

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(\_\_\_\_\_.)

**PERFORMANCE AND LABOR AND MATERIAL PAYMENT BOND**

Provide a 100% Performance Bond and Labor and Material Payment Bond.  
 The cost of such bond, included in the above Lump Sum Price is:

{ \_\_\_\_\_ }.

**CHANGES IN THE WORK:** Overhead of \_\_\_\_\_% and Profit of \_\_\_\_\_% will be used in computing the cost of any changes in the work occurring during the construction phase.

**ALTERNATE NO.1**

Provide a unit cost for the following repair work:

Remove existing damaged and/or decayed plywood roof sheathing, and replace with new T and G plywood, APA rated, exterior or EXP 1. Thickness to match existing, glued and mechanically fastened to existing roof framing.

( \_\_\_\_\_ ) per 32 square feet

**ACKNOWLEDGEMENT OF IFB AND ADDENDA:**

Proposer has received IFB MHA-010-2016 and the Following Addenda (if any), receipt of which is hereby acknowledged:

Addendum Number: \_\_\_\_\_ Date Received: \_\_\_\_\_

Addendum Number: \_\_\_\_\_ Date Received: \_\_\_\_\_

**Contractor's Information:**

Legal Business Name	
DBA (if used)	
License #	
Mailing Address	
Physical Address (if different)	
Federal Tax ID	
Email	
Legal Structure	Sole Proprietor __ Partnership __ Corp. __ LLC __ JV __
Years in Business Under this Name:	



1. Do you intend to subcontract any part of the Work: Yes\_\_\_ No\_\_\_
- a. If “yes”, please provide the business information for each subcontractor below.

**Subcontractor Information:**

Legal Business Name	
DBA (if used)	
License #	
Mailing Address	
Physical Address (if different)	
Federal Tax ID	
Email	
Legal Structure	Sole Proprietor___Partnership___Corp.___LLC___JV___
Years in Business Under this Name:	

Legal Business Name	
DBA (if used)	
License #	
Mailing Address	
Physical Address (if different)	
Federal Tax ID	
Email	
Legal Structure	Sole Proprietor___Partnership___Corp.___LLC___JV___
Years in Business Under this Name:	

Legal Business Name	
DBA (if used)	
License #	
Mailing Address	
Physical Address (if different)	
Federal Tax ID	
Email	
Legal Structure	Sole Proprietor___Partnership___Corp.___LLC___JV___
Years in Business Under this Name:	

*Please attach an additional sheet if necessary.*

2. Has your firm been disqualified, removed, or otherwise declared in material breach or default of any public works contract by a public agency; or debarred from participating in bidding for any public works contracts? Yes\_\_\_ No\_\_\_

**REFERENCES:**

1	Company:	
	Name of Contact:	
	Email:	
	Phone Number:	
2	Company:	
	Name of Contact:	
	Email:	
	Phone Number:	
3	Company:	
	Name of Contact:	
	Email:	
	Phone Number:	

**CERTIFICATIONS:**

Equal Employment Opportunity: By submitting its proposal, the respondent certifies that it complies full with all government regulations regarding nondiscriminatory employment practices.

Non-collusive Affidavit: The party making the proposal, that such proposal is genuine and not collusive or sham: that said bidder has not colluded, conspired, connived or agreed, directly or indirectly with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person to fix the bid price or affiant or any other bidder, or to fix any overhead profit or cost element of said bid price, or that any other bidder, or to secure any advantage against MHA or any personal interest in the proposed contracts; and that all statements in said proposal or bid are true.

Under penalties of perjury, as prescribed in 18 U.S.C 1001, the undersigned certifies that the statements set forth in its proposal are true and correct.

(If a Corporation, President or CEO should sign; if a Partnership, a partner should sign' and if LLC, managing member should sign. If some other employee signs, evidence of authority must be submitted)

This proposal is submitted by: \_\_\_\_\_

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_