



Request for Proposal

Yuba Community College District

(Emergency Project)

Yuba College

Underground Hot Water Piping Replacements

Buildings 100A and 100B

Repair of Hot Water Piping Leak in Tunnel

Repair of Underground Building 400 Hot Water Piping Offset

No. RFP 20-14

Revision 2.0

Issue Date: December 9, 2020

RFP Due: December 28, 2020

RFP Due Date: December 28, 1pm Sharp, Delivered To:

Yuba Community College District, District Offices

Attn.: David Willis

District Director of Facilities Planning, Maintenance & Operations

RFP No. 20-14 Yuba College, Underground Hot Water Piping Replacement, Buildings 100A and 100B, Repair of Hot Water Piping Leak in the Tunnel.

Address: 425 Plumas Blvd., Suite 200, Yuba City, California, 95991

**Yuba Community College District
District Offices**

425 Plumas Blvd, Suite 200 (second floor)
Yuba City, California, 95991

Proposal Delivery
Location, Front Counter
at Second Floor



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1. INTRODUCTION

1.1 District Information:

The District consists of two colleges, Woodland Community College and Yuba College, with campuses located at six different locations: Yuba College in Marysville, CA; Sutter County Center in Yuba City, CA; Beale Education Center, Beale AFB, CA; Woodland Community College in Woodland, CA; Colusa County Center in Williams, CA; and Lake County Campus in Clearlake, CA.

1.2 Yuba Community College District

The Yuba Community College District (YCCD) was founded in 1927 and spans eight counties (Yuba, Sutter, Colusa, Yolo, Lake, Butte, Glenn and Placer) and nearly 4,200 square miles of territory in rural, north-central California. It has colleges in Marysville and Woodland, an educational center in Clearlake, an educational center in Williams, an educational center in Yuba City, and outreach operations at Beale Air Force Base.

1.3 Purpose Of Request

Although this Emergency Project is being bid in a formal way, with advertisement, and seeking a transparent bidding approach to meet required Public Contract Code requirements, it is still very much a time sensitive project with urgently needed underground hot water piping repairs and replacements.

The Yuba Community College District seeks proposals from qualified Mechanical or Plumbing Contractors to replace the existing underground hot water supply and return piping from the underground tunnel distribution piping loop connection point to approximately 2 feet above grade at both building 100A and building 100B.

Scope includes:

- Hand and Hydro-Excavation
- Removal and disposal of existing piping
- Installation of new piping and insulation
- Leak testing of new piping per piping specifications
- Proper layered compacted backfill of new piping trenches per piping specifications.
- Fill piping with water.
- Bleed out air.
- Start-up heating water loops and verify proper operation.

In addition to the above piping replacement, there is a leak at a connection in the Tunnel. It is near the building 100A and 100B connections to the main hot water supply and return distribution piping loops in the Tunnel. Pictures and video are shared in Appendix L.

There is also a piping repair requested at the building 400 hot water supply and return piping offset where the District has made a temporary repair. There needs to be a long-term solution / repair made at this point to include expansion joints, insulation, and a new offset piping arrangement.

This is a maintenance project and not a Division of the State Architect project. The District will hire a DSA Inspector of Record to inspect the piping work to meet piping specifications and regulatory code requirements.

This is a prevailing wages project. No overtime shall be included in this project.

Yuba College Campus Address: 2088 North Beale Road, Marysville, California 95901

1.4 Applicable Codes

All work shall meet all State of California Building Codes, and Federal codes, and local ordinances.

2.0 Scope of Work

--See above section 1.3 "Purpose of Request".

General Comments:

The Contractor is 100% responsible to coordinate and securely store materials, tools, equipment, and other items required for the project. The Contractor must receive, inspect, unload, move, properly store, and sign for all materials. All materials need to be locked up and stored properly. The construction area must be cleaned up and organized each night to reduce trip and fall hazards. Deliveries that arrive without a Contractor representative on site will not likely be received. All materials must be as specified and pre-approved by the District before orders are placed. The District cannot pay for materials until they arrive on site.

The contractor shall provide quality work or it will not be acceptable to the District/College.

The Contractor shall provide their own waste container and have it emptied as needed. The District requires a waste manifest for all project waste.

The Contractor shall use and maintain barricades and barricade tape, and signs to delineate all project boundary areas.

"Open Trenches shall be covered with $\frac{3}{4}$ " thick plywood in good condition".

The Contractor shall provide temporary lighting as needed to work safely.

The Contractor should provide "port-a-jons".

The Contractor shall protect all landscape areas, windows & doors, and all other College property from damage.

The Contractor shall protect existing trees from damage, hydro-excavate roots within the dripline of the trees.

The Contractor is expected to meet briefly each week with the District representatives to provide an update on the project progress.

The Contractor is required to do as much underground utilities location as is possible, protect the existing utilities from damage. All damage to existing utilities is the responsibility of the Contractor.

The District encourages a positive and open communication strategy that includes a sense of partnership and mutual success on its projects.

2.1 Project schedule

Please provide a construction schedule for each item.

The contractor may work whatever hours are needed Monday through Friday. Normal working hours are 7am to 4pm but can be adjusted to meet whatever the Contractor needs.

This a prevailing wage project.

Provide a brief project schedule with the proposal with the completion date clearly shown.

2.2 District Staff Contacts during the Proposal process:

Firms interested in submitting a Proposal are directed **not** to make personal contact with the Board of Trustees, District staff, or members of the evaluation committee. Any contact shall constitute grounds for disqualification from consideration.

Single Point of Contact during the Proposal Preparation Process:

David L. Willis
District Director of Maintenance, Operations, and Planning
425 Plumas Blvd., Suite 200 (Second Floor)
Yuba City, California, 95991
Cell Phone: 916-747-4262
Email: dwillis@yccd.edu

Please email Dave Willis to verify that your firm will be submitting a proposal in response to this procurement process.

On-site coordination, first contact person (Yuba College Campus) access and immediate contact person during construction:

Bryan Epp
Assistant Director of Maintenance, Operations
2088 North Beale Road
Phone: 530-740-1722
Email: bepp@yccd.edu

No changes can be made to the project scope without authorization in writing by David Willis.

2.3 Project Safety and Security Requirements

Safety is a top priority for the District. All California OSHA requirements apply. Industry best practices apply. Contractor employees shall wear shirts with sleeves, a hard hat, eye protection, hearing protection, gloves, substantial leather footwear, long pants, a reflective safety vest, and take all needed precautions to complete the work in a safe manner. Safety shall not be compromised at all during the work.

Enhanced fall protection precautions shall be taken. During windy conditions, precautions shall be taken to ensure the safety of staff and to properly secure materials and debris.

The affected areas of construction shall be properly barricaded, have signs placed, and all reasonable precautions taken to keep staff and students out of the project boundary areas. Debris shall be removed promptly. Protection of College property shall be taken. Contractor is 100% responsible for any damage to College property and facilities.

These campuses have a moderate risk of theft. It is the sole responsibility of the Contractor to secure all materials, equipment, tools, and the affected building.

COVID 19 BEST PRACTICES APPLY:

Contractors are required to wear facial coverings and maintain social distancing whenever on College / District property. The frequent use of hand sanitizer is strongly encouraged. Contractor employees shall not report to work at the campus if they are sick or have been recently exposed to anyone knowingly that has tested positive to COVID 19. If a Contractor has been tested for COVID 19, they shall not report to work at the campus until after test results are known and after they are no longer symptomatic. If any contractor employees have been tested or have tested positive for COVID 19, this information shall be immediately shared (within 24 hours) with the District/College project Managers.

2.4 Demolition/Clean Up

The contractor shall provide a debris waste manifest for all items removed from the campus. Demolition shall be done in accordance with all State and Federal codes, laws, and ordinances. Demolition shall be coordinated to greatly reduce possible impacts with students and staff.

If required, the Contractor shall provide large open containers. Fire hazards shall be minimized. Minimize debris in parking lots and asphalt areas. Debris shall be completely removed out of all landscape areas and other areas affected by the project after the project is completed.

Contractors need to include a construction schedule with their proposals.

Clean-Up the underground Tunnel Areas within 50 feet of the work locations. Include cleaning, brooming and removing all mud and dirt from the floors. Remove damaged piping insulation and insulation coverings and replace.

All clean-up at grade in landscape areas shall be thorough and to the satisfaction of the District.

Protection shall be provided to existing sidewalks, trees, and landscaping.

3.0 Proposal Format Organization

The Firm is requested to use the following proposal format:

3.1. Proposal Delivery, Contents, and Format:

Proposals should provide straightforward, concise information that satisfies the requirements noted in this RFP. Expensive binding, color displays, and the like are discouraged. Emphasis should be placed on brevity, conformity to the Districts instructions, selection criteria of this RFP, and completeness and clarity of content. Each Respondent's proposal should clearly and accurately demonstrate specialized knowledge and experience required for consideration.

In a sealed box or envelope (clearly marked “), submit the following:

- One (1) flash memory stick containing the complete proposal and supporting documentation;
- One (1) original and two (2) copies in paper form of the proposal, which consists of a Proposal Letter and responses to the proposal requirements of this RFP.

There is no page limit.

Firms must comply with the provisions of these instructions for completion and submission of the Proposal. The failure of a Firm to comply with the Proposal Instructions and Requirements will likely result (at the sole discretion of the District) in rejection of the Proposal for non-responsiveness.

Proposal Section	Format
1. Cover Letter, Section 3.1.A	PDF
2. Table of Contents, Section 3.1.B	PDF
3. Identification of the Firm, Section 3.1.C	PDF
4. Staffing Resources, Section 3.1.D	PDF
5. Experience, Section 3.1.E	PDF
6. Project Approach, Section 3.1. F	PDF
7. Installation Quality, Piping Warranty 3.1.G	PDF
Appendices (See Table of Contents for each one) Submit a response to each Appendix that requires Contractor information. Please submit responses to Appendices A, B, C, D, E, G, H, I, J.	PDF

Proposal General Information Contents:

The following is a summary of the Contents. Please address each section in a Tabbed Format.

Information requested will help the District determine if the Firm is a “Responsible Bidder”.

3.1.A. Cover Letter

The Proposal shall include a Cover Letter on Respondent’s official business letterhead, which shall be signed by an individual authorized to legally bind Respondent. The Cover Letter shall also identify the name, telephone number, and email of a person who may be contacted during the Proposal evaluation process.

3.1.B. Table of Contents

Provide a Table of Contents that outlines in sequential order the major sections and sub-sections of the Proposal. All pages in the Proposal shall be clearly and consecutively numbered and correspond to the Table of Contents. Use ***tabs*** to allow information to be more easily located.

3.1.C. Identification of the Firm

1. Legal name and address of company.
2. Legal form of company (corporation, partnership, etc.).
3. Name, address, phone number, facsimile number, email address, website address, direct email address for the following: Firm’s Principal in Charge, person(s) who will be primarily responsible for providing services for this Qualifications Package, and the contact for scheduling an in-person interview
If the Firm is selected for one.
4. California Business License Number (as applicable)
5. Other Licenses

3.1.D. Staffing Resources

Firm Staffing and Key Personnel Assigned to this Project

- a. Provide total number of staff currently employed by the firm.
- b. Identify person/s who will be principally responsible for the work and their role.
- c. Provide a list of first tier sub-contractors

3.1.E. Experience (See Appendix E)

3.1.F. Project Approach (See Appendix D)

3.1.G. Installation Quality, Piping Warranty

No damaged, used, or compromised materials shall be used on the projects. Any damaged, stolen, or vandalized materials are the sole responsibility of the Contractor. The Contractor shall provide adequate secure storage for all materials, tools, and equipment.

Quality of workmanship and materials is critical to the District as a top priority.

Describe how underground piping will be tested, how insulation and it's covering sleeve and seals will be maintained, and how quality will be documented as part of the process.

Describe piping system warranty's and what will happen if a leak is identified within the first 12 months, after the first year of the project completion.

4.0 Selection of "Firm" Services Provider

The process of "Firm" selection is based upon the complete responsiveness of the RFP and the criteria as outlined in the RFP.

The District Project Evaluation Team will read the written proposals. The District Evaluation Team will discuss the proposals and verify that the "Basis of Award" information below and information submitted in response to the RFP are complete and responsive.

The District reserves the right to reject any and all submittals, to amend the RFP process, and to discontinue or re-open the process at any time. The District reserves the right to request clarifications to RFP responses.

5.0 Basis of Award

This project will be awarded based on the following criteria:

1. Lowest Total Cost Responsive Qualified Bidder
 - a. Lowest Total Cost
 - b. Contractor Capability to do the work
 - c. Project Schedule
 - d. Historical Project References
 - e. Historical Examples of "Like" Projects
 - f. Qualified Contractor
 - i. Proper State of California Contractor License in good standing
 - ii. Qualified Experienced Piping System Installer
 - iii. Good Reference Verifications for Quality, Schedule, Change Orders, Professional Approach, and overall experience on the projects.
 - iv. Appendix C Statement of Qualifications Information
 - v. Information provided as requested in the RFP.
 - vi. All Addendums are acknowledged.
 - vii. Contractor listed any exceptions or exclusions. Contractors should bid the project per the RFP and contract documents and then offer exceptions and exclusions or cost deductive or additive alternatives separately from the base bid.

- viii. If there is a historical context of projects with the District, they have been completed on schedule, providing high quality workmanship, minimal/reasonable change orders, and per the construction documents. Warrantees were supported professionally, timely, without impact to College/District, and per manufacturer requirements.

This project will be awarded to the Lowest Total Cost Responsive Qualified Bidder that provides the most advantageous proposal to the District as defined by the District.

The apparent lowest total cost responsive qualified bidder will likely be requested to participate in a one-hour ZOOM interview process with the District Project Proposal Evaluation Team.

6.0 Non-Discrimination

The District does not discriminate with regard to race, color, gender, national origin, disability, or any other protected or other classification in the awarding of contracts/agreements. The District welcomes all Qualified Firms to participate in the project Request for Qualification/Proposal process.

The District encourages firms that are women or minority owned, emerging small businesses, veteran owned firms, disabled person owned firms, and all other qualified firms to participate in the proposal process.

The District encourages the submission of proposals from all Firms that can meet the stated requirements set for this RFP.

7.0 Responses to RFP:

Sealed responses to this RFP must be clearly marked " RFP No. 20-14 Yuba College, Underground Hot Water Piping Replacement, Buildings 100A and 100B, Repair of Hot Water Piping Leak in the Tunnel".

Responses shall be mailed to or hand-delivered to the following address:

Yuba Community College District, District Offices

Attn.: David Willis

District Director of Facilities Planning, Maintenance & Operations

Address: 425 Plumas Blvd., Suite 200, Room 216, Yuba City, California, 95991

Do NOT email your proposals. Emailed proposals that are not sent per the above guidance requirements will not be considered.

8.0 Requests for Information (RFI)

Requests for Information concerning the RFP must be in writing and may be submitted via email no later than the date shown below. Please direct all questions to David Willis, email: dwillis@yccd.edu.

Following the RFI deadline, all questions and answers will be summarized and posted on the District's website: <https://www.yccd.edu/central-services/purchasing/>, then, click on the "Requests for Proposals / Quotes" tab on the right hand side of this web page. It is anticipated that responses to inquiries received by the required time and date will be provided within 5 business days and posted on the District's website or responded to per the dates listed in the RFP for addendum publishing. Should more time be needed by the District to answer / respond to RFI's, this information will also be posted on the above website.

- **Include the following in the subject matter field on emails when requesting information: "RFP 20-14", RFI.**

9.0 Proposal Schedule:

Important Dates and Times:

December 9, 2020: Release of Request for Proposal at 4:00PM

December 14, 2020: 9:00 AM Sharp Mandatory Pre-Bid Meeting at Yuba College, Building 1400, Maintenance Conference Room, 2088 North Beale Road, Marysville, California 95901.

December 21, 2020: 9:00 AM Sharp Second Mandatory Pre-Bid Meeting at Yuba College, Building 1400, Maintenance Conference Room, 2088 North Beale Road, Marysville, California 95901.

Contractors ONLY need to attend ONE of the two Mandatory Pre-Bid Meetings.

Prospective Contractors wishing to participate in this bidding process are encouraged to attend the above Mandatory Pre-Bid Meeting.

If a Contractor has already visited the projects location, then they are still required to attend this mandatory pre-bid walk-through.

COVID 19 REQUIREMENTS:

To support having an on-campus walk-through of the project:

- Those that would like to see the conditions inside the underground Tunnel, will have the opportunity to do so in small groups of 2 or 3 at a time.
- Facial coverings are required.
- Use of hand sanitizer is required before and during the meeting.
- Social distancing will be maintained.
- No sick people should attend this meeting.

December 22,2020: 5:00 PM, All questions and requests for information must be submitted to David Willis at: dwillis@yccd.edu.

December 22, 2020: Addendum Issued if needed.

December 28 ,2021: Proposals due at 1:00 PM SHARP, There will be a public bid opening with COVID 19 Best Practices applied.

January 21, 2021: Expected date of Award with Purchase Order

March 27,2021 through April 4,2021: SPRING BREAK-NO CLASSES, CAMPUS CLOSED

Contractors are required to provide a project schedule with proposals. Proposals will be evaluated based on a number of factors including the project schedule. Work shall be completed asap using straight time and working Monday through Friday from approximately 7am to 4pm.

This is a prevailing wage project.

Contractors shall include all assumptions, exceptions, or alternatives in their respective proposals.

Contractors are required to sign-up for inclusion in the CUPCCAA process per the following link:

<https://www.yccd.edu/central-services/fiscal-services/purchasing-2/cupccaa/>

10.0 District Parking:

- No parking in Reserved Spaces without a proper permit
- Permit Parking is enforced in all general lots between 6:00 am and 6:00 pm, Monday through Friday. All general lots require a properly displayed, valid permit during these times
- Daily Parking Permits are \$2.00
- Permits are available for purchase at any of the permit machines located in the student parking lots
- All other parking regulations are enforced 24 hours a day, seven days a week. This includes designated staff spaces, handicap spaces, timed spaces, red zones, yellow zones, and areas not marked (no parking at any time)
- Once this project is awarded, temporary parking permits will be processed as requested by the successful firm for all employees associated with this project at no cost to the Firm for the duration of the project at each Campus location. These temporary permits must be displayed at all times on the dash board of employee vehicles.

11.0 RFP Proposals

Proposals received after the deadline will not be opened. Each responder shall submit one (1) signed original, two (2) additional hard paper copies, all in separate binders. Provide one electronic format copy of the proposal using electronic media such as a flash drive, CD, etc...

All materials submitted in response to the RFP shall be on 8-1/2"x11" paper, preferably in Portrait orientation. All submitted materials must be bound in either a three-ring binder or spiral bound notebook. Content shall be tabbed and numbered per the items included in the Submittal Requirements. All Proposals will be reviewed and evaluated by a District Selection Committee. The District at its sole discretion may interview finalists, or select a firm or firms to perform work based solely on the evaluation of the Proposal. Although there is no page limit.

All Proposals become the sole property of the District and the content will be held confidential until the selection of the firm is made and the project is awarded.

12.0 Award of Contract

- A. The Contract will be awarded to the lowest total cost, most responsive responsible qualified proposer whose proposal, with proven historical "like" projects, positive reference checks, conforming to the request for proposal and associated addendums, will be most advantageous to the District.
- B. The District reserves the right to enter into an Agreement without further discussion of the proposal submitted based on the initial offers received.
- C. The District reserves the right to reject any or all proposals or any part of the proposal and to waive informalities and minor irregularities in the proposals received.
- D. The RFP, its addendums, and the proposal of the selected Firm will become part of any contract initiated by the District.
- E. A formal contract shall be signed by the successful proposer and Yuba Community College District to perform this service.
- F. The District reserves the right to enter into discussions with any one or all of the Responders after Proposals have been initially reviewed. Such responses shall be subject to all provisions, terms and conditions as set forth in the RFP, unless otherwise modified.
- G. The District intends to award to a single RFP Responder, but does reserve the right to award each of new piping replacements to buildings 100A and building 100B to separate Firms.
- H. **The Contractors Performance and Payment bonds are required within 7 calendar days after the award of the project with a purchase order.**
- I. Failure to acknowledge all of the addendums, provide the items listed in the RFP, may render the proposal unresponsive at the discretion of the District.
- J. The District reserves the right to request clarification of proposal content during the review and evaluation process.

13.0 Reservation of Rights

The District reserves the right to:

- Reject any or all submittals at its sole discretions.
- Cancel the Request for Proposal (RFP), without cause.
- Modify any requirements contained within the RFP and request a revised submission from all Providers.
- Establish other evaluation criteria determined to be in the best interest of the District.
- Contract with any of the firms responding to the RFP based solely upon its judgment of the qualifications and capabilities of the firm.
- Clarify the content of any proposal to verify that the requirements of the RFP are included.
- Waive "minor" proposal inconsistencies that do not change the scope of work as outlined in the RFP.
- Request an alternative Superintendent on the project if the initially assigned Superintendent on the project is not performing well, not meeting project requirements, not working well with College staff and students, not applying best practice safety methods, **OR** not following College/District guidance regarding project approach.

This RFP does not commit the District to award or negotiate a contract. The District will not be responsible for any expenses incurred by any firm in preparing and submitting a proposal or response to this RFP or in completing any of the work specified.

14. Bid Bond, Performance Bond, Payment Bond Requirements:

Bid Bond Requirements:

Provide a Bid Bond per the following:

**PUBLIC CONTRACT CODE - PCC
DIVISION 2. GENERAL PROVISIONS [1100 - 22355]**

ARTICLE 4. Bids and Bidders [10160 - 10169]
(Article 4 enacted by Stats. 1981, Ch. 306.)

Section: **10167.**

- (a) All bids shall be presented under sealed cover and accompanied by one of the following forms of bidder's security:
 - (1) An electronic bidder's bond by an admitted surety insurer submitted using an electronic registry service approved by the department advertising the contract.
 - (2) A signed bidder's bond by an admitted surety insurer received by the department advertising the contract.
 - (3) Cash, a cashier's check, or certified check received by, and made payable to, the director of the department advertising the contract.
- (b) **The required bidder's security shall be in an amount equal to at least 10 percent of the amount bid.** A bid shall not be considered unless one of the forms of bidder's security is enclosed with it.
- (c) All bids submitted pursuant to this section shall also comply with the provisions of Section 1601 of the Public Contract Code.

(Amended by Stats. 2012, Ch. 290, Sec. 3. Effective January 1, 2013.)

The Bid Bond shall be provided with the Contractor's Proposal.

Performance and Payment Bond Requirements are described in the District Agreement for Services form (Appendix D, Agreement for Services).

15.0 Liquidated Damages:

There are no liquidated damages on this project.

Appendix A: Proposal Base Bid Costs (Bid Each Piping Type)

Bid all three types of materials shown and specified in the reference link. Item 4 is currently a copper pipe run so just use copper for this repair. Not sure what item 3 will require at this time since it includes both the tunnel distribution piping loop and the branch line connected to it.

No.	Description of Scope	PERMAPIPE Poly-Therm Plastic Piping*	Aquatherm Plastic Piping	Steel Piping	Copper Piping
1	Building 100A Hot Water Supply and Return Piping, Insulation, Fittings, Valves, Removal and Replacement, etc.... Include expansion joints in new piping.				
2	Building 100B Hot Water Supply and Return Piping, Insulation, Fittings, Valves, Removal and Replacement, etc.... Include expansion joints in new piping.				
3	Tunnel Hot Water Piping Leak Connection Repairs.				
4	Building 400 Piping Repair at 45 degree fittings at temporary repair location and to also include expansion joints to reduce stress on the piping offset location.				
5	Contingency:	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
6	Other Costs				
7	Total Proposal Cost:				

*<https://www.permapipe.com/poly-therm>

CONTRACTORS ARE REQUIRED TO PROVIDE A SKETCH OF THE PIPING, VALVES, EXPANSION JOINTS, FROM THE CONNECTION POINT IN THE TUNNEL TO 3 FEET ABOVE GRADE AT BUILDINGS 100A AND 100B.

CONTRACTORS ARE ALSO REQUIRED TO PROVIDE A SKETCH OF THE PIPING REPAIRS FOR THE LEAK IN THE TUNNEL AND FOR THE UNDERGROUND BUILDING 400 PIPING OFFSET.

SKETCHES OF WHAT IS INCLUDED IN THE SCOPE OF WORK SHALL BE INCLUDED AS PART OF THE BID PROPOSAL.

Provide narrative describing scope of work and project approach.

IF YOUR FIRM IS NOT ABLE TO BID ALL FOUR MATERIAL OPTIONS, PLEASE BID WHAT YOUR FIRM HAS EXPERIENCE INSTALLING. FIRMS ARE NOT REQUIRED TO BID ALL FOUR OPTIONS BUT ARE ENCOURAGED TO BID AS MANY OF THE OPTIONS AS IS POSSIBLE. THE DISTRICT IS SEEKING A LONG-TERM COST-EFFECTIVE OPTION FOR THESE PIPE REPLACEMENTS AND REPAIRS. REPAIR LOCATIONS NEED TO MATCH UP LIKE FOR LIKE WHAT IS EXISTING REGARDING MATERIAL TYPES.

Note: Each Contingency item will require approval by the District with proper documentation. Additional items will be considered on a case by case basis. It remains the contractors responsibility to do reasonable due diligence inspection and evaluation to determine and include as many items as possible during the proposal bidding process and to make all reasonable efforts to identify items before damaging them during the construction process.

Damage to existing underground utilities shall be avoided. In most cases, the Contractor will be responsible to make all repairs at their expense. There may be some exceptions but these exceptions must be approved by the District. The contingency for the project may be used to cover unexpected issues that come up during the project. Contractors shall however provide a complete cost proposal without the contingency funding listed since the contingency is only to be used for unforeseen conditions that are uncovered or discovered and could not have been reasonably included in the scope of work. Damage to existing utilities shall be avoided. Utilize hand excavation or hydro excavating to greatly reduce the risk of damage to existing utilities.

The District will evaluate the costs of the base bid options and make a determination on which one to select based on “Best Value” and potential longevity of the life of the piping. The Contractor may provide information and recommendations on which of the options to select.

The District reserves the right to award each of the listed items to separate Contractors to achieve “Best Value” to the District. The District prefers to award to a single Firm.

A Bid Bond, Performance Bond, and Payment Bond is required on this project. The Bid Bond is required with the proposal. The Performance and Payment Bonds must be processed and provided to the District within 7 to 10 days after the award date.

Contractors shall include all assumptions, exceptions, or alternatives in their respective proposals.

Contractors are required to sign-up for inclusion in the CUPCCAA process per the following link:

<https://www.yccd.edu/central-services/fiscal-services/purchasing-2/cupccaa/>

A 45 MINUTE INTERVIEW OF THE TOP TWO FIRMS WILL BE HELD ON TUESDAY, DECEMBER 29, 2020 FROM APPROXIMATELY NOON TO 2PM. FIRMS WILL BE NOTIFIED DURING THE AFTERNOON OF DECEMBER 28 REGARDING IF THEY ARE TO BE INVITED TO INTERVIEW WITH THE DISTRICT PROJECT EVALUATION TEAM.

Appendix B: Acknowledgement of Addenda Form

The undersigned acknowledges receipt of the following addenda from the District pursuant to the Request for Proposal:

Acknowledgement: Yes **or** Not Applicable

Addendum No. 1:_____.

Addendum No. 2:_____.

Addendum No. 3:_____.

Addendum No. 4:_____.

Addendum No. 5:_____.

Firms are required to acknowledge all addenda’s within the submitted proposal at the time of submission.

Appendix C: Statement of Qualifications Form

The Respondent shall furnish the following information. Failure to comply with this requirement will render the submittal informal and may cause its rejection. Additional sheets may be attached if necessary.

1. Firm name and primary address:

2. Telephone: _____ Facsimile: _____

3. Email Address: _____

4. Names and titles of two officers of the firm:

NAME

TITLE

4.1 _____

4.2 _____

5. Specific type of Ownership (Check one)

5.1 ☐ Individual

5.2 ☐ Partnership

5.3 ☐ Corporation; If a corporation, state the following: State of incorporation: _____

Date of incorporation: _____ President/CEO: _____

5.4 ☐ Joint Venture

5.5 ☐ Other (Specify) _____

6. Taxpayer Identification _____

7. Number of years Respondent has been in business: _____

8. Number of years Respondent has conducted business under the present name: _____

9. Number of years' experience in California Community College, University, or Public facility projects ____.

10. Has the Respondent been in litigation on an issue pertaining to any contract during the past five (5) years?

If yes, provide detailed information regarding the litigation, whether it was settled or not, the amount of the settlement, the liability of the claim, the circumstances and type of project, and provide case name and number. _____

11. Has the Respondent ever failed to complete a project in the past five (5) years? _____ If so, give owner and details: _____

12. Safety Insurance Modifier Number: _____.

Appendix D: Project Approach-Detailed Description of How the work will be done and who is doing it. For example:

Describe the project approach that the contractor will take to provide a safe, efficient, cost effective, high quality project that will protect existing College property/buildings, minimize impacts to student classes, and meet all criteria outlined in this RFP.

Describe the site preparations including setting up the project boundaries, if a generator will be on site, where open waste containers and “port-a-jons” will be set up, traffic flow, signs and delineators, safety plan to complete the project without incidents, security of materials and equipment, working hours and days, overall schedule and having a Superintendent on site whenever work is done, receiving deliveries.

Refer also to Appendix K.

- All installation and testing requirements in the noted specifications apply to this project.
- If there are any exceptions the materials, installation, testing, inspections per the specifications, please note them in the proposal.
- Other options may be bid as alternatives. Provide support specifications and support information for any options bid as alternatives.
- The District is looking for a long-term solution that will not need to be replaced for at least 25 years.

Appendix E: Descriptions of Past “Like” Projects:

Provide at least five (5) examples of similar projects at Community Colleges or Universities, or K-12 Schools or public agencies/institutions that your firm has completed in the past three (3) years. Projects must be at least \$100,000 in contract value. Include the year completed, base bid costs, change order total costs, if the project was completed on schedule, if the project was a Division of the State Architect project, and the owners contact information. Please include the contact information for the project location.

Appendix F: YCCD Agreement for Services

Please refer to the following folder link:

https://goyccd-my.sharepoint.com/:f/g/personal/w0398409_yccd_edu/Em8qRq8ZpoBJiHorKXHIEMQBtm0vDZezazy7A61A5Fpu_g?e=dcvAxC

Contractors are **not required but strongly encouraged** to submit a completed AFS with the proposal.

For questions regarding the AFS, please contact: Rita Ordiway at email: rordiway@yccd.edu

Appendix G: Non-Collusion Affidavit Form

STATE OF CALIFORNIA, COUNTY OF _____ I, being first duly sworn, deposes and says that I am the _____ of _____, the party submitting the foregoing proposal ("the Proposal"). In connection with the foregoing Proposal, the undersigned declares, states and certifies that:

1. The Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation.
2. The Proposal is genuine and not collusive or a sham.
3. The Firm has not directly or indirectly induced or solicited another Firm to put in a false or sham proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any other Firm or anyone else to put in a sham proposal, or to refrain from bidding.
4. The Firm has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price, or that of any other Firm, or to fix any overhead, profit or cost element of the proposal price or that of any other Firm, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract.
5. All statements contained in the Proposal and related documents are true.
6. The Firm has not, directly or indirectly, submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay any fee to any person, corporation, partnership, company, association, organization, proposal depository, or to any member or agent thereof to effectuate a collusive or sham proposal.

Executed on this date: _____, 2021, at:

(City, County, and State)

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signature _____ Printed Name _____.

Address: _____.

Area Code & Phone Number: _____.

Note: In addition to other bid documents, bidders on public works projects are required by Public Contract Code section 7106 to submit a certification form that they have not colluded with another proposer.

Appendix “H” References Form (Example Template)

Bidder shall provide a minimum of Ten (10) verifiable references with current contact information, preferably from a California public educational institution and/or California public agency, within the last 5 years. See clarification note below regarding reference requirements. All phone numbers and emails must be current (please verify).	
REFERENCE #1	
NAME	
ADDRESS	
CITY, STATE ZIP CODE	
TELEPHONE #	
CONTACT	
DATES OF SERVICE	
REFERENCE #2	
NAME	
ADDRESS	
CITY, STATE, ZIP CODE	
TELEPHONE #	
CONTACT	
DATES OF SERVICE	
REFERENCE #3	
NAME	
ADDRESS	
CITY, STATE, ZIP CODE	
TELEPHONE #	
CONTACT	
DATES OF SERVICE	

You may of course use the Firm’s established reference template.

Appendix “I” Proposal Signature Form

The undersigned acknowledges the following:

1. Having become familiar with the specifications and requirements of the Request for Proposal, hereby offers to provide **all services** in accordance with the proposal set forth herein, including all referenced material and attachments.
2. By submitting a signed proposal in response to this solicitation, the **Firm** acknowledges that they completely understand the scope of the needed services and that the proposed services as described in the proposal will meet or exceed the needs of the District.
3. Late proposals will not be accepted (even if they are only 5 minutes late).
4. The District reserves the right to reject any and all proposals and that this proposal shall remain open and not be withdrawn for a minimum of 90 days.
5. Cancellation Clause: The District may, without cause, terminate the contract(s) or a project under the contract(s) by giving written notice of such termination to the awarded firm. In the event of such termination the District shall reimburse the firm for services performed and reasonable expenses actually incurred by the firm in relation to the terminated project prior to the firm's receipt of such notice of termination. The cost of proposal generation, associated travel, copies, postage, etc..., will not be reimbursed and is considered a typical and normal part of the bid process and is not reimbursed for any of the proposers.
6. If the prospective Firm is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and is in good standing in the state of California, and that _____, is authorized to act for and bind the corporation.

Entity Type (Select One):

Sole Owner: _____

Partnership: _____.

Corporation: _____.

Other; Please specify;

7. Regular monthly progress payments are made using **NET 30** as a basis for payment, with Net 30 time starting after receipt of the invoice with all required support documentation, and once this information is reviewed and approved by the District.

Invoices must be emailed to the following with all support documentation:

Vendors with a first letter of A through N: rlangley@yccd.edu; rordiway@yccd.edu

Vendors with a first letter of O through Z: ksiler@yccd.edu; rordiway@yccd.edu

It is critical that invoices have all required support documentation including an updated schedule of values with 5% retainage for construction projects, updated project schedule, description of completed work, and any other information that will help to justify and support the progress payment request.

Signature _____ Date: _____

Position: _____

Print name _____ Title _____

Notary Required On This Project

Notary Stamp:



Appendix J: Contractor Licenses, Individual contractor team member credentials such as journeyperson plumber, etc...

Note: At least one Journey-person qualified trades person shall be on the project to provide guidance and ensure that the work is done properly and at a high quality level. This information shall be included in the proposal.

--Provided by Firm

Appendix K: Project Specifications

Reference Link:

https://goyccd-my.sharepoint.com/:f:/g/personal/w0398409_yccd_edu/ErM1kIZjSl5BiBg_R1SEKY8B0xsO3RSVOkXkwSS5oEW3w?e=csVlhN

- All installation and testing requirements in the noted specifications for each type of pipe material apply to this project.
- If there are any exceptions the materials, installation, testing, inspections per the specifications, please not them in the proposal.
- Other options may be bid as alternatives. Provide support specifications and support information for any options bid as alternatives.
- The District is looking for a long-term solution that will not need to be replaced for at least 25 years.

Appendix L: Reference Drawings, Pictures, Hazardous Material Assessment and Abatement Information:

See Folder Link:

https://goyccd-my.sharepoint.com/:f:/g/personal/w0398409_yccd_edu/EtRG2uWCQRRKlp8VhtfuvNsB4xbF5_Gh3MwST4JGsW6R5Q?e=ISQjEf

See drawing M-2.3 for underground hot water supply and return piping. Field verify all piping runs. Field measure the length of the existing piping runs. Be aware that there is a substantial amount of underground utilities in the areas of these existing piping runs that will require extra care and consideration to avoid damaging any of the existing utilities.

Appendix M: YCCD Academic Calendars

Yuba Community College District
2020-21

June 2020						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SUMMER SESSION 2020

First 6 Weeks: 6/15 - 7/23
8 Weeks: 6/15 - 8/6

SUMMER SESSION 2021

First 6 Weeks: 6/14-7/22
8 Weeks: 6/14-8/5

FALL SEMESTER 2020

Full-Term: 8/17 - 12/18
Finals Week: 12/14 - 12/18
First 9 Weeks: 8/17 - 10/16
Last 9 Weeks: 10/19 - 12/18

(full-term classes only)

July 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SPRING SEMESTER 2021

Full-Term: 1/25 - 5/28
Finals Week: 5/24 - 5/28
Spring Break: 3/29 - 4/2
First 9 Weeks: 1/25 - 3/26
Last 9 Weeks: 4/5 - 5/28

(full-term classes only)

August 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

CONVOCATION - CAMPUS CLOSED

2020: 8/12
2021: 8/11*

PROFESSIONAL DEVELOPMENT DAYS - NO CLASSES/CAMPUS OPEN

(Optional Flex Activities)
2020: 8/13-8/14, 9/29, 10/30
2021: 1/19-1/22, 8/12*-8/13*

September 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

CAMPUS CLOSED

2020: 6/5, 6/12, 6/19, 6/26, 7/3, 7/10, 7/17, 7/24, 7/31
2021: 6/11, 6/18, 6/25, 7/2, 7/9, 7/16, 7/23, 7/30

HOLIDAYS - CAMPUS CLOSED

2020: 7/2, 9/7, 11/11, 11/26-11/27, 12/24-12/31
2021: 1/1, 1/18, 2/12, 2/15, 3/31-4/2, 5/31, 7/5

October 2020						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NO CLASSES - CAMPUS OPEN

2020: 6/1-6/4, 6/8-6/11, 8/7, 8/10-8/11, 8/13-8/14, 9/29, 10/30, 12/21-12/23
2021: 1/4-1/8, 1/11-1/15, 1/19-1/22, 3/29-3/30, 6/1-6/4, 6/7-6/10, 8/6*, 8/9*-8/10*, 8/12*-8/13*

COMMENCEMENT

2021: 5/28

INSTRUCTIONAL DAYS		
	Days	Weeks
Fall Semester	84 days	18
Spring Semester	83 days	17
Convocation	1 days	
Flex Days (Prof. Dev. Days)	8 days	
TOTAL	176 days	35

*The schedule for August 2021 is subject to change.

November 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

17 17 17 17 16 0 = 84 days

August 2021*						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

83 days

January 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

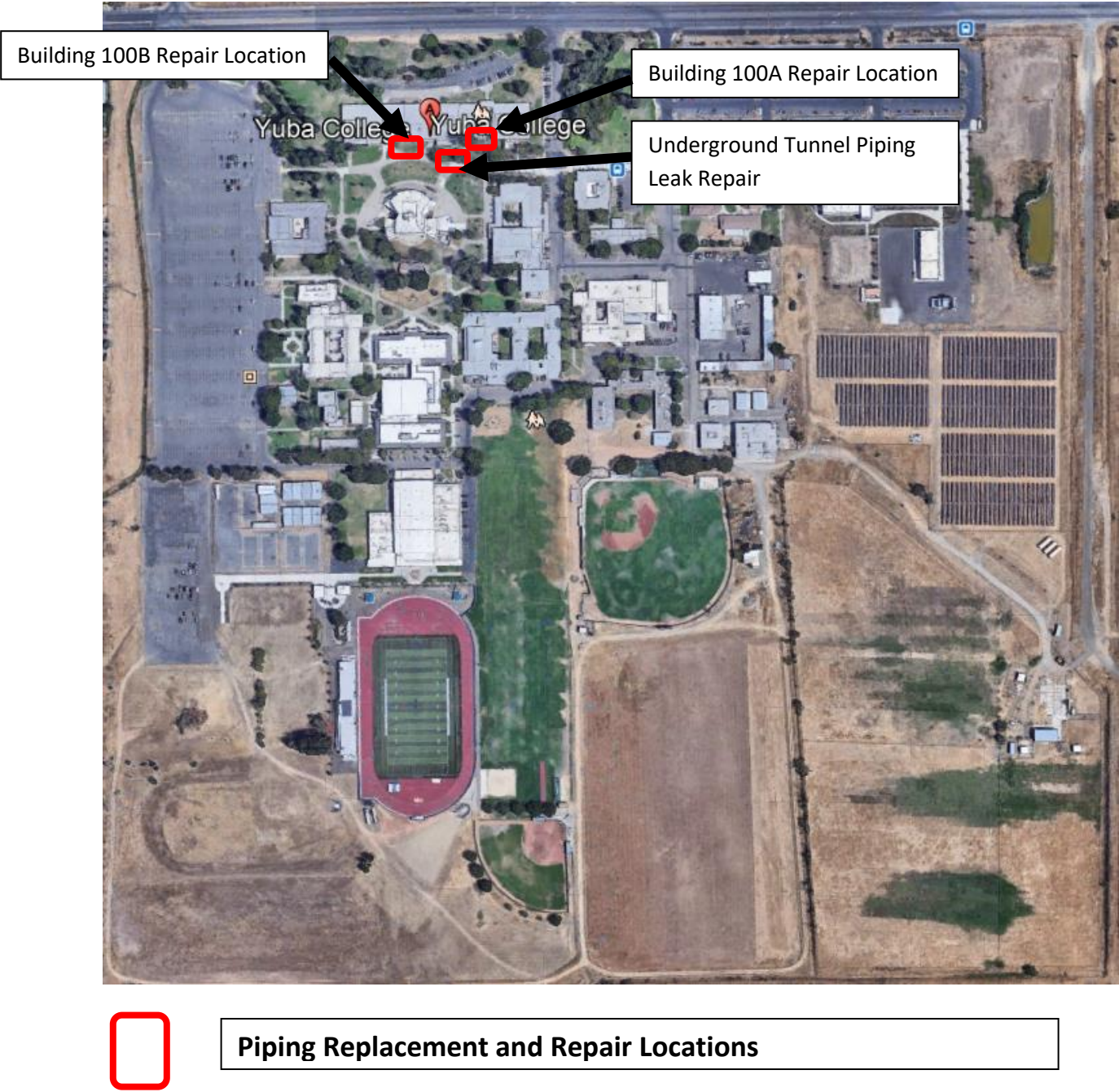
May 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

July 2021						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

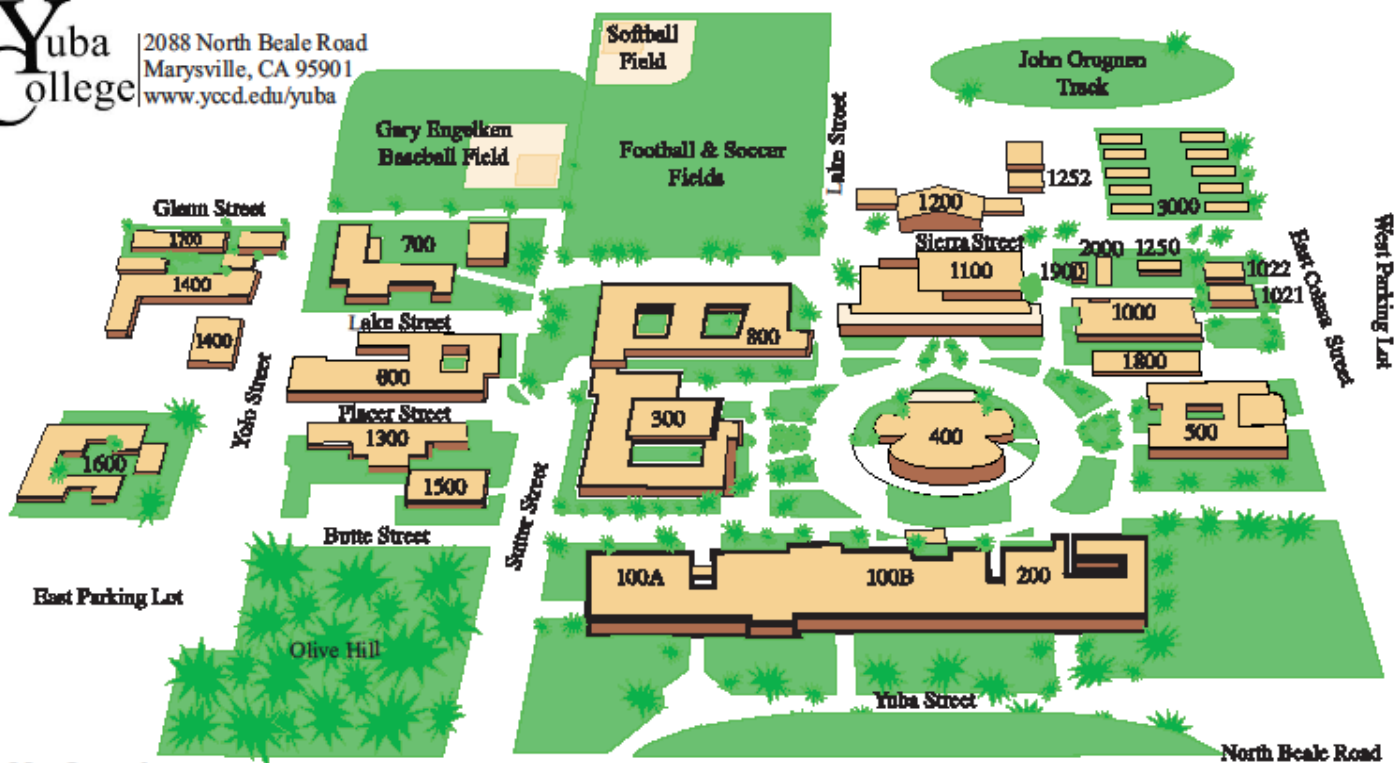
= 16 17 17 17 16 0

Appendix N: Map of Yuba College, 2088 North Beale Road, Marysville, California, 95901





2088 North Beale Road
Marysville, CA 95901
www.yccd.edu/yuba



Map Legend

- 100A District Administration, Personnel
- 100B EOP&S, Financial Aid, Registration, Student Support Services
- 200 Music
- 300 Yuba College Administration, Bookstore, Cafeteria, Campus Life
- 400 Box Office and Theatre
- 500 Business and Social Science
- 600 Applied Arts, Science & Technology
- 700 Engineering, Math, MESA & Nursing
- 800 Life & Physical Sciences
- 1000 Fine/Language Arts
- 1021 Classroom
- 1022 Classroom

- 1100 College Success Ctr, ITV 2 Classroom, Learning Resources Center, Library
- 1200 Athletics and Gymnasium
- 1250 Classroom
- 1300 Collins Hall, Foundation, Photography
- 1400 Maintenance, Print Shop
- 1500 Osuna Hall
- 1600 Warren Hall: Child Care Center, Police Dept
- 1700 Automotive Body and Public Safety
- 1800 Disabled Students & Veterans Services
- 1900 Distributive Education Center, ITV 1 Classroom
- 2000 Adaptive Physical Education
- 3000 Classrooms

The End.