**Request for Proposal**

**Yuba Community College District**

**Yuba College**

**Demolition/Removal of Buildings 1300 and 1500**

**No. RFP 20-22**

**Issue Date: June 9, 2021**

**RFP Due: July 19, 2021**

**RFP Due Date: July 19, 2021, 1:00 pm Sharp, Yuba College Location Delivered To:**

**Yuba Community College District, District Offices**

**Attn.: David Willis**

**District Director of Facilities Planning, Maintenance & Operations**

**RFP No. 20-22 Yuba College, Demolition/Removal of Buildings 1300 and 1500**

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

Proposal Delivery Location, Front Counter at Second Floor

**Yuba Community College District**

**District Offices**

425 Plumas Blvd, Suite 200 (second floor)

Yuba City, California, 95991



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**1. INTRODUCTION**

* 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. **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. **Purpose of Request**

The Yuba Community College District seeks proposals from qualified Licensed Demolition Contractors as described in section 2.0 below and in Appendix H.

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

* 1. **Applicable Codes**

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

*All projects at the District/College are prevailing wage projects.*

1. **Scope of Work**

This project includes the demolition and complete removal of buildings 1300 and 1500. This work is planned to be done during the summer, and early fall of 2021. The Contractor shall grade the area vacated by the buildings and associated sidewalks smooth and level, provide specified compaction to minimize future settling. If the area vacated by the buildings is not level and smooth with the surrounding ground, the Contractor shall provide topsoil to the low areas so that they are at least the same elevation as the surrounding area. It is the intention that the ground surface vacated by the buildings is prepared for future landscaping site improvements.

**Note:** All existing underground utilities shall be terminated at designated locations per the drawings and specifications as part of the scope of work of this project.

***The hazardous material has been assessed and abated as part of other work and not in the scope of work of this Request for Proposals***. **Exception: Underground utilities with insulation that includes asbestos fiber consistent with what is evident above grade and has been previously tested in the hazardous materials assessment inventory reports.**

*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 to reduce trip 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 or delivered. 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 all waste removal in accordance with State regulations and provide the District with a waste manifest as support documentation for future progress payments.

The Contractor shall use and maintain orange or red plastic construction fencing with barricades and barricade tape, and signs to delineate all project boundary areas.

The Contractor is expected to meet briefly as needed at the construction site, during the project with District/College staff at the project site to review progress, discuss issues, and provide a brief update on what is expected to occur as the project progresses.

The Contractor is responsible to hire a third-party underground utility identifying firm to identify the underground utilities prior to doing any work.

The Contractor shall provide “Portable Restrooms” as needed.

The Contractor shall apply and follow all Cal-OSHA regulations. All ladders shall be in good condition and tied off at the top and anchored at the bottom. All other lift equipment shall be in good condition. All required PPE shall be in good condition and used when needed to protect employees. During the summer, temperatures can exceed 100 degrees F. Measures shall be taken to protect employees from heat exhaustion or heat stress, or heat exposure.

The Contractor shall use and apply dust mitigation methods to keep dust down to a minimum.

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**

Start Date: August 23, 2021

Strongly Preferred 100% Completion Date: **October 15, 2021** (Sooner if possible)

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 is a prevailing wage project. The Contractor is required to upload all certified payroll information to the Department of Industrial Relations web site. The District will provide a DIR project number for this purpose.

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

**Note: If there are any conflicts between the specifications and the RFP, the RFP governs.**

**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**](mailto: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 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**](mailto: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 as needed, 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 Contractor shall also take precautions during windy days if there are any risks of material being carried by the wind and deposited on vehicles or other surfaces.

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 buildings.

**COVID 19 BEST PRACTICES APPLY:**

Contractors are required to wear facial coverings and maintain social distancing whenever entering buildings and as much as possible when working outside. 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 with the District/College project Managers. No sick employees shall report to work at the Yuba College Campus.

Contractors are required to login at the maintenance building 1400 on the log sheet to facilitate prompt notification in case there is a positive test result of COVID 19 and notification is required within 24 hours. Contractors have the same notification requirements.

**2.4 Demolition**

The contractor shall provide a debris waste manifest for all items removed from the campus. Debris and waste shall be processed in accordance with all State and Federal codes, laws, and ordinances. The work shall be coordinated to greatly reduce possible impacts with students and staff. Equipment removing debris shall be closely coordinated to reduce the risk if impact to landscape and roadway vehicle or student/staff pedestrians.

**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 | PDF |
| 1. Table of Contents | 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, F, and G (if applicable). Appendices H, I, and J are informational only.** | PDF |

**Proposal General Information Contents:**

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

### **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.

**Table of Contents**

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

# **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 and to negotiate the terms of the agreement.

# **5.0 Basis of Award**

This project will be awarded based on the following criteria:

1. Lowest Total Cost Responsive Qualified Bidder
   1. Lowest Total Cost
   2. Contractor Capability to do the work
   3. Qualified Contractor
      1. Proper State of California Contractor License in good standing
      2. Appendix C Statement of Qualifications Information
      3. Information provided as requested in the RFP.
      4. All Addendums are acknowledged.
      5. Contractor listed any exceptions or exclusions.
      6. Contractors with historical good performance on YCCD projects regarding minimal number and cost of change orders, maintaining project schedules and completing the work promptly, and overall quality of work.

The one or two of the lowest total cost responsive qualified bidder’s may be requested to participate in a 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. 20-22 Yuba College, Demolition and Removal of Buildings 1300 and 1500”.

**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

**Envelope/Box Marked:**

“RFP No. 20-22 Yuba College, Demolition and Removal of Buildings 1300 and 1500”.

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

**Note:** Completely seal your proposals in envelope/box and make sure it gets date/time stamped when delivering proposal. **Firms are each 100% responsible** to make sure proposals that are mailed using a carrier such as UPS, FED Ex, etc…are received and date/time stamped by District personnel prior to the proposal due date/time. No proposals will be considered if they are late, even if it is only 5 minutes late. Please make sure your proposals are delivered and received promptly prior to the due date/time. There will be a public proposal opening at the due date/time.

**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](mailto: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 inquires 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 *I* 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 20-22”, RFI.**

**9.0 Proposal Schedule:**

**Important Dates and Times:**

June 9, 2021: Release of Request for Proposal at 4:00PM

June 17, 2021: 2:00 PM, Optional **ZOOM** Pre-Bid Meeting

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/98963329062>

PHONE Dial:

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

Meeting ID: 989 6332 9062

International numbers available: https://cccconfer.zoom.us/u/aemXSWvktg

**June 29, 2021:** **10:00 AM,** **Mandatory Pre-Bid Meeting at Yuba College Campus,** Building 300, Cafeteria, 2088 North Beale Road, Marysville, California, 95901. We will tour the buildings after a brief meeting in building 300.

Prospective Contractors wishing to participate in this bidding process are required to have a representative attend, sign the login sheet, and conduct a field inspection of the campus and buildings. If you cannot make it to this meeting but would like to walk the project and bid it, coordinate another time/date with Bryan Epp and sign a login sheet then walking the project. Only contractors that walk the project and have signed a login sheet are qualified to bid the project.

**Bryan Epp**

Assistant Director of Maintenance, Operations

2088 North Beale Road

Phone: 530-740-1722

Email: [bepp@yccd.edu](mailto:bepp@yccd.edu)

**COVID 19 Prevention Best Practices Apply**

July 6, 2021: 1:00 PM, Optional **ZOOM** Pre-Bid Meeting

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/94414283892>

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

Meeting ID: 944 1428 3892

July 7, 2021: 1:00 PM, All questions and requests for information must be submitted to David Willis at: [dwillis@yccd.edu](mailto:dwillis@yccd.edu).

July 8, 2021: Addendum Issued if needed.

**July 19, 2021:** **Proposals due at 1:00 PM SHARP**, Yuba Community College District, District Offices Location, see page 1. There will be a public bid opening on this RFP.

**August 19, 2021:** Expected date of Award with Purchase Order

**October 15, 2021: STRONGLY PREFERRED COMPLETION DATE.**

This is a prevailing wage project.

**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 dashboard 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. Only Flash Drives shall be used for the required electronic format copy.

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. 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 or Firm’s is made and the project is awarded.

**12.0 Award of Contract**

1. *The Contract will be awarded to the lowest total cost, most responsive responsible qualified proposer whose proposal, 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, any follow-up clarifying information, 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.

H. **The Contractors Performance and Payment bonds are required within 7 calendar days after the award of the project with a purchase order. The Bid Bond is required with the proposal.**

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.

K. The District reserves the right to negotiate the terms of the agreement to align with budgetary constraints.

L. Due to the heightened risk of illness that could then affect the performance of the Contractor, Firms with multiple employee work teams and the resources to adapt and complete the scope of work per the RFP, will be perceived to provide enhanced service and value during the 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 Requirements (Proposed Form—Contractor can use their standard form):**

BID BOND

Know all persons by these presents:

That we, , as Principal, and , as Surety, are held and firmly bound unto Los Rios Community College District, hereinafter called District, the sum of ten percent (10%) of the total bid amount of Principal for payment of which in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

The condition of the above obligation is such that, whereas, the Principal has submitted a bid for the work described as follows: **RFP 20-22 Yuba College, Demolition and Removal of Buildings 1300 and 1500.**

Now, therefore, if Principal shall not withdraw said bid within the time period specified after the bid date, as defined in the bidding documents, or within ninety (90) days after the bid date if no time period is specified, and, if selected as the apparent lowest responsive responsible bidder, Principal shall, within the time period specified in the bidding documents: Enter into a written agreement, in the form prescribed in the bidding documents, in accordance with its bid; file with the District all bonds required to be filed, including but not limited to faithful performance and payments bonds; and, furnish certificates of insurance and all other items required by the bidding documents.

In the event of the withdrawal of said bid within the time period specified, or within ninety (90) days if no time period is specified, or the failure of Principal to enter into such agreement and furnish such bonds, certificates of insurance, and all other items as required by the bidding documents, if Principal shall pay to the District an amount to the difference, between the amount specified in said bid and such larger amount for which the District procures the work covered by the bid, if the latter is in excess of the former, then this obligation shall be null and void, otherwise to remain in full force and effect.

In the event suit is brought upon this bond by District, in addition to the penal sum of this Bid Bond, Surety shall pay reasonable attorneys’ fees and costs incurred by District in such suit.

Surety hereby expressly waives the provisions of California Civil Code section 2845.

In witness whereof, we have hereunto set our hands this day of , 20 .

Principal: Surety: (Name of firm)

By: By:

Title: Title:

Broker Name or Agent Name:

License Number:

Bond or company appointment must be listed with the CA Department of Insurance Notary acknowledgments for Surety and Surety’s Power of Attorney must be attached.

Address for Notices:

**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.**

* + 1. 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.
    2. **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.
    3. 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.*

**15. Performance and Payment Bond Requirements:** Required for this project and described in the District Agreement for Services form (Appendix E, Agreement for Services).

**16.0 Liquidated Damages:**

There are no liquidated damages on this project.

**Appendix A:** See Specifications Section 00 00 08 Bid Form and Proposal

|  |  |  |
| --- | --- | --- |
| **No.** | **Building Number** | **Cost** |
| 1 | Building 1300 Demolition/Removal | **$** |
| 2 | Building 1500 Demolition/Removal | **$** |
| 3 | Grading and Topsoil to level Area vacated by the removal of buildings 1300 and 1500 | **$** |
| 4 | Underground Utilities Terminations | **$** |
| 5 | **Other Costs:** | **$** |
|  |  |  |
| 6 | **Sub-Total Cost:** | **$** |
|  |  |  |
| 7 | Contingencies--"Unforeseen Conditions" | **$20,000** |
| 8 | **Total Costs:** | **$** |

**\*Note:** *Each item* will require approval by the District with proper documentation. Additional items will be considered on a case by case basis.

**Appendix B: Contractors Project Approach, Safety, COVID PPE and Incident Notification Plan, Protection of Building/Landscape/Vehicles, Roadways, Contractor Staffing, Preliminary Schedule, etc…**

**Addendum C: 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 D: 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 there of, 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 E: YCCD Agreement for Services**

**Link:**

[**https://goyccd-my.sharepoint.com/:w:/g/personal/w0398409\_yccd\_edu/Ed-C4ZFleABMr7vUQTN0YJwB95FKJ75WkJ3j42Hj8U38OA?e=ZS3mmB**](https://goyccd-my.sharepoint.com/:w:/g/personal/w0398409_yccd_edu/Ed-C4ZFleABMr7vUQTN0YJwB95FKJ75WkJ3j42Hj8U38OA?e=ZS3mmB)

**Appendix “F” 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;

1. 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](mailto:rlangley@yccd.edu); [rordiway@yccd.edu](mailto:rordiway@yccd.edu)

Vendors with a first letter of O through Z: [hgardner@yccd.edu](mailto:hgardner@yccd.edu); [rordiway@yccd.edu](mailto: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 G: N/A**

**Appendix H: Project Information: Drawings and Specifications**

**Drawings and Specifications Link:**

[**https://goyccd-my.sharepoint.com/:f:/g/personal/w0398409\_yccd\_edu/Eiug6bQJMbRGqWkmry\_oRm0BrRbOnQZBs5LYg-5mYtkK\_g?e=BshItb**](https://goyccd-my.sharepoint.com/:f:/g/personal/w0398409_yccd_edu/Eiug6bQJMbRGqWkmry_oRm0BrRbOnQZBs5LYg-5mYtkK_g?e=BshItb)

**Reference Drawings:**

[**https://goyccd-my.sharepoint.com/:f:/g/personal/w0398409\_yccd\_edu/Er21Ak-QNotEpojf59-858sBk1XkqrLsba4v4kmLGxKvGg?e=5JCnpM**](https://goyccd-my.sharepoint.com/:f:/g/personal/w0398409_yccd_edu/Er21Ak-QNotEpojf59-858sBk1XkqrLsba4v4kmLGxKvGg?e=5JCnpM)

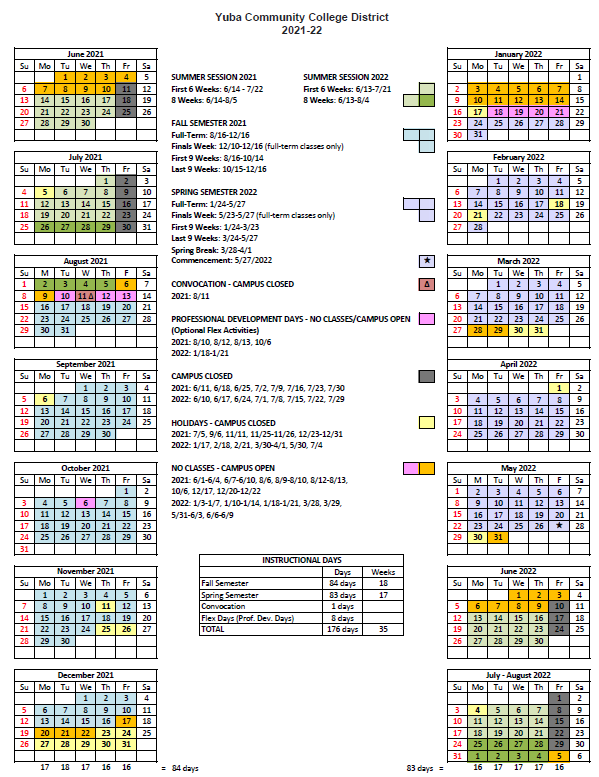
**3D Scans of Buildings 1300 and 1500:**

* **Bldg. 1300:**

* **[//my.matterport.com/show/?m=rTspnb5uChm](https://my.matterport.com/show/?m=rTspnb5uChm" \t "_blank)**

* **Bldg. 1500:**
* [**//my.matterport.com/show/?m=3X3mipbhj5Q**](https://my.matterport.com/show/?m=3X3mipbhj5Q)

**Appendix I: YCCD Academic Calendars—see next page**



**Appendix J: Map of Yuba College Campus, 2088 North Beale Road, Marysville, California, 95901**

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**The End.**