



Request for Proposal
Yuba Community College District

Yuba College Campus
Phase III, Multiple Buildings, Exterior Walls Painting Project
No. RFP 21-21

Issue Date: June 6, 2022

RFP Due: July 12, 2022



RFP Due Date: July 12, 2022, 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. 21-21 Multiple Buildings, Exterior Walls Painting Project
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

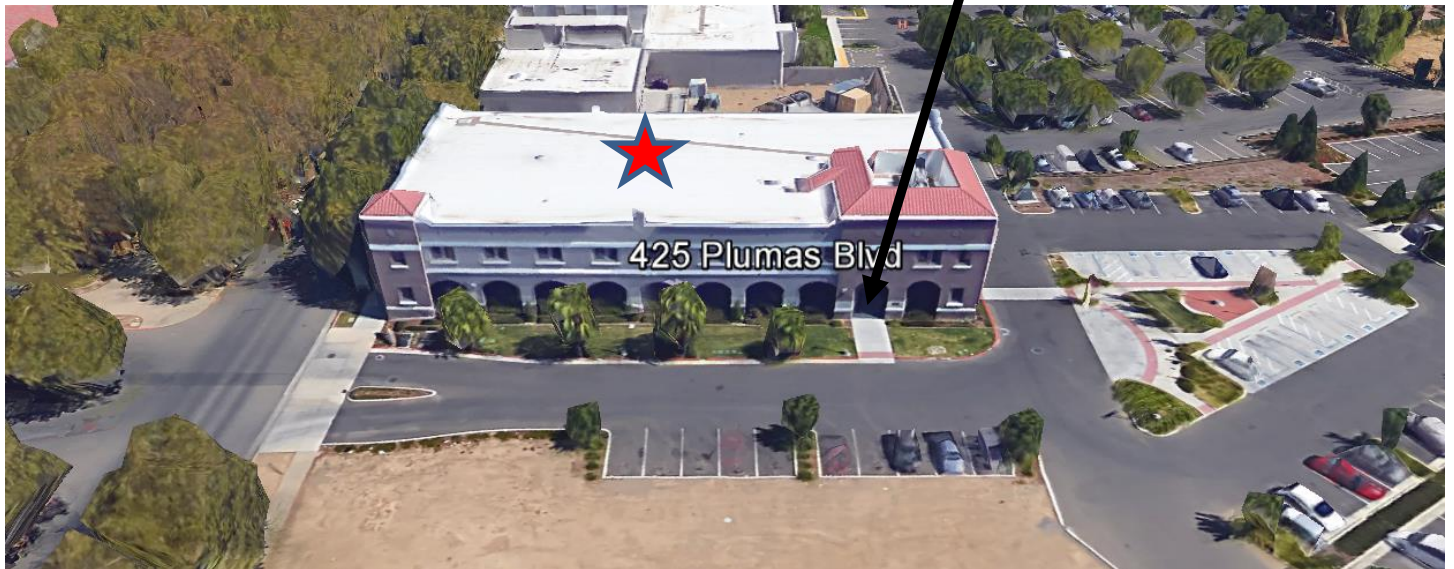




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1. INTRODUCTION

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

The Yuba Community College District seeks proposals from qualified Licensed Contractors to prepare and paint the exterior walls of several buildings at the Yuba College campus.

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

1.4 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.

2.0 Scope of Work

The Yuba Community College District is accepting proposals for "RFP 21-21 Phase III, Multiple Buildings, Exterior Walls Painting Project.

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.** No exceptions. 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 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 barricades and rolled plastic construction fencing, and signs to delineate all project boundary areas. Barricade tape and delineators may be used if approved by the College.

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 shall provide "Portable Restrooms" as needed.

The Contractor shall apply and follow all Cal-OSHA regulations. All required PPE shall be in good condition and used when needed to protect employees.

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

Approximate Award Date: August 19, 2022

Substantial Completion Date: September 30, 2022.

100% Completion Date: October 14, 2022

The contractor may work whatever hours are needed Monday through Friday. Normal working hours are 6:30am to 3:30pm 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 (DIR) Relations web site. YCCD will provide a DIR project number.

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

On-site coordination, first contact person access and immediate contact person during construction **OR** if additional site visits are needed during the bidding process.

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 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 receive and secure all materials, equipment, tools, monument signs, and other items associated with this work.**

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. No sick employees shall report to work.

Contractors are required to sign-in at each College Campus location. Coordinate this with Bryan Epp.

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.



2.5 Tremco Required Paint Coating Pump Application Information, Authorized Applicator

• Pump information:

- **Pumps:** Graco King 45:1, Graco Bulldog 30:1 or gas powered equivalents. Graco GH733, HydraMax 350 or GMax 7900 or other manufacturers' equivalents. Other manufacturer equivalents must be submitted and approved by the District prior to application of the Tremco product.
- **Hose/Pressure:** 50'–300' length (depending on spray equipment pressure). When using hoses longer than 100' use the next larger hose ID every 50'. Every 50' of hose will reduce the spray pressure of the spray equipment by 10% at the gun tip. i.e. 300' hose – 3/4" (50/100') to 5/8" (50/100') to 1/2" (50/100') to 3/8" (50')
- **Gun:** Graco Contractor Gun, Graco Contractor FTx gun, Graco Silver Plus or equivalent. (Tip extrusions or pole guns can be used.)
- Contractors must be **Tremco Approved** and Certified as Tremco Trained and Certified Applicators in good standing, at the time that proposals are received by the District. No exceptions.
- The District requires a **Letter from Tremco (the manufacturer)** stating that the contractor is a Tremco Approved Contractor. This Letter must be submitted with the bid. No exceptions.

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 "A"), submit the following:

- **One (1) flash memory stick containing** the complete proposal and supporting documentation;
- One (1) original and one (1) copy 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
2. 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, G, and H. Appendices I, J, K, and L 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 or 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
 - a. Lowest Total Cost
 - b. Contractor Capability to do the work
 - c. Qualified Contractor (per section 1.3 and below)
 - i. Proper State of California Contractor License in good standing
 - ii. Information provided as requested in the RFP.
 - iii. All Addendums are acknowledged.
 - iv. Contractor listed any exceptions or exclusions. Contractors should bid the project per the RFP and contract documents (using specified products) and then offer exceptions and exclusions or cost deductive or additive alternatives separately from the base bid.
 - v. 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.
 - vi. Contractors ability to meet schedule requirements.
 - vii. Contractors have demonstrated past project references of “like” projects
 - viii. Contractors references are all good with respect to schedule, cost, and quality.
 - ix. No other factors such as litigation, licenses in good standing, or other similar criteria.
 - x. At least ten (10) project references of similar projects completed in the past five (5) years with contact information, scope of work, initial awarded cost, change orders cost, pictures if possible.

The two or three 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. 21-21 Phase III Multiple Buildings Exterior Walls Painting Project".

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. 21-21 Phase III Multiple Buildings Exterior Walls Painting Project".

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.

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 21-21", RFI.**



9.0 Proposal Schedule:

Important Dates and Times:

June 6, 2022: Release of Request for Proposal at 1:00PM

All Pre-Bid Meetings Are Optional.

June 20, 2022: 1:00pm to 2:00pm **Optional ZOOM Pre-Bid Meeting**

Join Zoom Meeting: <https://yccd-edu.zoom.us/j/98126768221>

Dial by your location: 1 669 900 9128 US (San Jose)

June 23, 2022: 10:00 AM, **Optional ON Campus Pre-Bid Meeting** at the Yuba College Campus, Building 700, Room 716, 2088 North Beale Road, Marysville, California 95901.

If you need to visit the campus during an alternative time/date, please coordinate Michael Sinn below to coordinate access:

Bryan Epp

Assistant Director of Maintenance, Operations

2088 North Beale Road

Phone: 530-740-1722

Email: bepp@yccd.edu

June 28, 2022: 5:00 PM, All questions and requests for information must be submitted to David Willis at: dwillis@yccd.edu.

June 29, 2022: 5:00 PM, Addendum Issued if needed.

July 12, 2022: **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.

This is a prevailing wage project.

This is a CUPCCAA 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, one (1) additional hard paper copy, all in separate binders. **Provide one electronic format copy of the proposal using electronic media such as a flash drive.** (No CD formatted Disks).

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

- A. *The Contract will be awarded to the lowest total cost, most responsive responsible District qualified, and Tremco Manufacturer authorized and certified applicator contractor, 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. **BONDS:** 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. Items listed in the RFP become part of the contract unless the Contractor provides an exception in the proposal. Contractor exceptions, depending on the magnitude, 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. If the owner is the Superintendent, and has been replaced, the owner may visit the project briefly (less than 1 hour per day up to 2 times per week) to coordinate with the replacement Superintendent.
- The District will not allow or tolerate verbal abuse or any other type of abuse by the Contractor toward any College or District personnel or Contracted professional service providers. Abuse, defined solely by the District as verbal or physical, or written, may lead to a “Stop Work” order by the District until it can be resolved, and steps taken to ensure abuse is not repeated. If abuse occurs again, the District may issue a final “Stop Work” order, require the Contractor to leave the College/District project site and process a Performance Bond claim to complete the work. All costs associated with District “Stop Orders” are 100% the responsibility of the Contractor.
- Disqualify a Contractor after reviewing the proposal and finding concerning performance information in references, inadequate or incomplete proposal information, and historically poor project performance at the District/Colleges (as solely defined by the District).

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 21-21 Phase III Multiple Buildings, Exterior Walls Painting Project.**

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.**

- (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.

15. Performance and Payment Bond Requirements: Required for this project and described in the District Agreement for Services form (Appendix E, Agreement for Services). *The Performance and Payment bonds are due 7 to 10 days after the award date. Refer to specification section 00 00 21.*

16.0 Liquidated Damages:

Liquidated damages of \$300/ calendar day will be imposed by the District to the Contractor every calendar day after November 4, 2022. The Liquidated Damages will be withheld from the contractor's 5% retainage on the project until it is exhausted, then, it will become a performance bond claim.

Exceptions: If Tremco paint is ordered by August 25th and it is delayed due to supply chain issues, then an extension of the November 4th, 2022 date will be granted so that work is completed within 21 calendar days after the delivery of the Tremco paint. If weather conditions impact the schedule, it may be extended as mutually agreed between the Contractor and the District.

The Contractor is however encouraged to complete the work asap and by the mentioned dates in this RFP unless otherwise mutually agreed upon by the Contractor and the District due to factors that are outside the control of the Contractor. Other projects that the Contractor is or may be awarded do not qualify for a time extension after November 4, 2022.



Appendix A: Proposal Base Bid Form and Product Data Sheets:

No.	Description	Cost
1	Building 400: (Several Blue Wall Panels)	\$
2	Building 900:	\$
2	Building 1100:	\$
3	Building 1200:	\$
4	Farm Building Near Gold Fields Parkway:	\$
5	Two (2) Storage Containers	\$
6	Contractor Provided Tremco Paint:	\$
7	Miscellaneous Small Items Campus-Wide TBD	\$ 15,000.00
7	Other:	\$
8	Sub-Total Cost:	\$
9	*Contingencies--"Unforeseen Conditions"	\$ 10,000.00
10	Total Costs:	\$

Review District Direct-Purchased Tremco Manufacturing Paint Coatings. The Contractor is responsible to promptly order by August 25, 2022 to provide ALL remaining paint coatings to complete the specified scope of work. Copies of all required paint and coatings orders shall be provided to the District by September 2, 2022.

Contractors must be **Tremco Approved** and Certified as Tremco Trained and Certified Applicators in good standing, at the time that proposals are received by the District. No exceptions.

The District requires a **Letter from Tremco (the manufacturer)** stating that the contractor is a Tremco Approved Contractor. This Letter must be submitted with the bid. No exceptions.

Refer to section 2.5 regarding required Tremco pump requirements.

This is a CUPCCAA project.

Prevailing wages apply to this project.

List all First Tier Sub-Contractors.



List Department of Industrial Relations (DIR) numbers for the Prime Contractor and First Tier Sub-Contractors.

Please round off numbers to the nearest dollar.

A preliminary overall start to finish project schedule is required with the proposal.

Bidding Process Checklist (Verifies Proposal Completeness):

Refer to specifications sections 00 00 05 and 00 00 64.



Appendix B: Statement of Qualifications

The Firm 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.

Basic Firm Informational Items 1 through 17:

1. Firm Name: _____

2. Primary Address: _____

3. Firm's Contact Person and Title: _____

4. Telephone: _____ Facsimile: _____

5. Email Address: _____

6. License No.: _____ Class: _____

Responsible Managing Employee/Officer: _____

7. DIR Registration No.: _____ Expiration Date: _____

8. Names and titles of two officers of the Firm:

NAME

TITLE



9. Specific type of Ownership (Check one)

- ☐ Individual
☐ Partnership
☐ Corporation; If a corporation, state the following:

State of incorporation: _____

Date of incorporation: _____ President/CEO: _____

- ☐ Joint Venture
☐ Other (Specify) _____

10. Taxpayer Identification No.: _____

11. List annual gross income for last three (3) years:

Year: _____ \$ _____

Year: _____ \$ _____

Year: _____ \$ _____

12. Number of years Firm has been in business: _____

If less than 5 years, please describe:

13. Number of years Firm has conducted business under the present name: _____

14. Has the Firm ever been licensed under a different name or different license number? ____.

If Yes, give name(s) and license number(s) and dates of operation under that name(s) and license number(s) (attach separate sheets if necessary): _____

15. Number of years' experience in California Community College, University or educational facility projects _____.



16. Do you now or have you ever had any direct or indirect business, financial or other connection with any official, employee or consultant of the District? _____. If Yes, please elaborate: _____

17. Has the Firm ever completed any work at the Yuba Community College District? _____. If Yes, please elaborate: _____

Potentially Disqualifying Questions 18 through 25 Firm's refusal to answer or omission of response to any of Questions 18 through 25 may result in disqualification of Firm.:

18. Does the Firm possess a valid and currently in good standing California Contractors' license for the classification(s) of Contractors' License required for the Project? If Yes provide the license number(s). Yes/No _____

19. Has the Firm been defaulted or terminated (other than for convenience) by any California school district, community college district or other California public agency on any project within the past 5 years? Yes/No _____

If yes, identify agency and details: _____

20. Has the Firm or any of its principals defaulted so as to cause a loss to a surety on a payment or performance bond? Yes/No _____

If yes, give dates, name and address of surety, and details: _____



21. Has the Firm or any of its owners, officers, or partners, ever been convicted of a crime, or found guilty in a criminal action, involving fraud, theft, making any false claim or material representation to a public agency, or involving any federal, state, or local law, rule, or regulation related to construction? Yes/No_____

If yes, explain, identify the agency, and provide case name and number. _

22. Has the Firm been assessed liquidated damages for any project in the past five years? Yes/No_
If so, identify owner and details: _____

23. Has the Firm ever failed to complete a project in the past five years? _Yes/No;
If so, give owner and details: _____

24. Is the Firm currently or has the Firm been in a state of "Bankruptcy" in the past five years?
Yes/No:_____

If yes, please explain. _____

25. Please describe the Firm's commitment to maintaining a construction schedule. How will the Firm recover the schedule if it slips due to weather or COVID-19 or similar illness impacts, or the Firm gets busy with other projects? Please describe specific actions the Firm will take to maintain the Project schedule.



Qualification Criteria:

Questions 1 through 17 are general base level information that is required for pre-qualification.

Questions 18 through 25 are possible disqualifying questions that would render the Firm “not qualified” as determined by the District.

The undersigned is duly authorized to execute this Statement of Qualifications under penalty of perjury on behalf of the above-identified Firm. The undersigned warrants and represents that he/she has personal knowledge of each of the responses to this Statement of Qualifications and/or that he/she has conducted all necessary and appropriate inquiries to determine the truth, completeness, and accuracy of responses to this Statement of Qualifications. The undersigned declares and certifies that the responses to this Statement of Qualifications are complete and accurate; there are no omissions of material fact or information that render any response to be false or misleading and there are no misstatements of fact in any of the responses. The above-identified Firm acknowledges and agrees that if the District determines that any response herein is false or misleading or contains misstatements of fact so as to be false or misleading, the District may find the Firm is not qualified and the District can reject the proposal for non-responsiveness or non-responsibility.

Executed this ___ day of _____ 20__ at _____.

(City and State)

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

By: _____

(Signature of Firm’s Authorized Officer or Representative)

(Typed or Printed Name)

Title: _____



Appendix C: Acknowledgement of Addenda Form

Refer to page 25 of 347 in the specifications, in the Bid Schedule section.

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



Appendix D: Non-Collusion Affidavit Form

Refer to page 41 of 347, Non-Collusion Declaration form in the specifications.



Appendix E: YCCD Agreement for Services

Link:

https://goyccd-my.sharepoint.com/:w:/g/personal/w0398409_yccd_edu/Ed-C4ZFleABMr7vUQTN0YJwB95FKJ75WkJ3j42Hj8U38OA?e=jfMSwY

This agreement is optional at the time of the proposal submission.

The successful Firm will be required to provide this agreement within 7 days after requested by the District.



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;



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: rkaur1@yccd.edu; rordiway@yccd.edu

Vendors with a first letter of O through Z: hgardner@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.

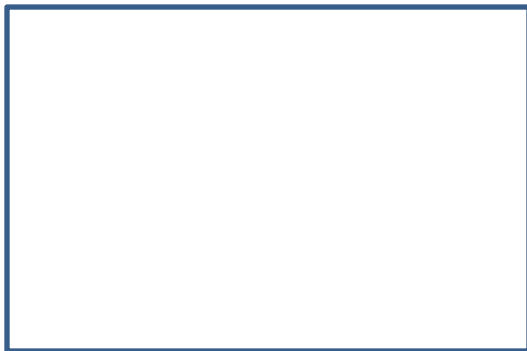
Signature_____ Date: _____

Position: _____

Print name_____ Title_____

Notary Required On This Project

Notary Stamp:





Appendix “G” References Form (Example Template)

<p>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, representing projects started and completed within the last 5 years. See clarification note below regarding reference requirements.</p> <p>All phone numbers and emails must be current (please verify).</p>	
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 H: Contractors Project Approach, Safety, Protection of Existing Landscape, Exterior Sidewalks, Staffing Resources, Preliminary Schedule, etc...

The preliminary schedule needs to include the procurement of any additionally needed paint coatings and be completed before November 4, 2022 to avoid liquidated damages.

The wet paint thickness will be measured during application by a District quality assurance inspector. The dry paint thickness will also be measured by a third-party testing Firm.

Protective barriers and signs need to be in place before the painting work begins. Safe access must be maintained into and out of the buildings with signs and directions.

All painting areas must be cleaned up thoroughly after the work is completed. All damage to sidewalks, landscaping, vehicles, buildings, must be promptly repaired at the Contractor's expense.

There is a 5% retainage on this project for each progress payment.

Use the standard AIA form G702 (modified to include the District's signature), along with the standard schedule of values.

A three-week look ahead schedule and a total project schedule shall be provided within 10 days after the award of the contract.

This is a CUPCCAA project.



Appendix I: YCCD District Tremco Paint Coating Direct Purchase Signature Form

Yuba Community College

The following material list is to be included in the bid form and signed/dated by the Contractor. Failure to provide this information will render your bid unresponsive. Yuba Community College District is purchasing the following list of materials from the **California Department of General Services, California Multiple Award Schedule (CMAS) Cooperative**. Only these materials, in the quantities listed, will be supplied by the District.

The Contractor is responsible for purchasing any additional material directly from the roofing material manufacturer at the Contractor's cost. The contractor is also responsible for ALL other items not on this list necessary for the completion of work specified. This includes, but is not limited to, other paint and façade related products as specified, all necessary equipment to apply the products, warranty charges, inspections, and other consumable materials.

The unloading of material and the storage of said material in a secure area is the sole responsibility of the Contractor. Any unused material will become the property of the Contractor at the completion of the project.

<u>Material</u>	<u>Quantity</u>	<u>Container Size</u>
Solargard Masonry Primer White 5 GL	137	5 Gallon
Solargard Hy-Build White 5 GL	63	5 Gallon
Solargard H.B. SW Web Gray 5 GL	30	5 Gallon
Solargard H.B. SW Commodore 5 GL	20	5 Gallon
Solargard H.B. SW First Star 5 GL	107	5 Gallon

The Contractor is required to field measure building surfaces and estimate and purchase any required additional quantities of paint coatings to complete the full scope of work described in the project drawings and specifications.

Bidding Contractor:_____

Contractor

Signature:_____

Date:_____



Appendix J: Project Information (Drawings and Specifications)

Link:

https://goyccd-my.sharepoint.com/:f:/g/personal/w0398409_yccd_edu/EoCcivSCU6hKt3JHxQSYVxoBYAMg2hMMO-dvZN7dWq8Hng?e=kUavtU



Appendix K: YCCD Academic Calendar

Yuba Community College District 2022-23

June 2022						
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		

July 2022						
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						

August 2022						
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			

September 2022						
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	

October 2022						
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					

November 2022						
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 2022						
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

SUMMER SESSION 2022

First 6 Weeks: 6/13 - 7/21

8 Weeks: 6/13-8/4

SUMMER SESSION 2023

First 6 Weeks: 6/12 - 7/20

8 Weeks: 6/12 - 8/3

FALL SEMESTER 2022

Full-Term: 8/15-12/16

Finals Week: 12/12-12/16 (full-term classes only)

First 9 Weeks: 8/15-10/13

Last 9 Weeks: 10/14-12/16

SPRING SEMESTER 2023

Full-Term: 1/23-5/26

Finals Week: 5/22-5/26 (full-term classes only)

First 9 Weeks: 1/23-3/24

Last 9 Weeks: 4/3-5/26

Spring Break: 3/27-3/31

Commencement: 5/26/2023

CONVOCATION - CAMPUS CLOSED

2022 8/10

PROFESSIONAL DEVELOPMENT DAYS - NO CLASSES/CAMPUS OPEN (Optional Flex Activities)

2022: 8/11, 8/12, 9/28, 10/25

2023: 1/17-1/20

CAMPUS CLOSED

2022: 6/10, 6/17, 6/24, 7/1, 7/8, 7/15, 7/22, 7/29

2023: 6/9, 6/16, 6/23, 6/30, 7/7, 7/14, 7/21, 7/28

HOLIDAYS - CAMPUS CLOSED

2022: 7/4, 9/5, 11/11, 11/24-11/25, 12/23-12/30

2023: 1/2, 1/16, 2/17, 2/20, 3/29-3/31, 5/29, 7/4

NO CLASSES - CAMPUS OPEN

2022: 6/1-6/3, 6/6-6/9, 8/5, 8/8-8/9, 8/11-8/12, 9/28, 10/25, 12/19-12/22

2023: 1/3-1/6, 1/9-1/13, 1/17-1/20, 3/27-3/28, 5/30-6/2, 6/5-6/8, 8/4

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

January 2023						
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 2023						
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 2023						
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 2023						
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 2023						
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	★	27
28	29	30	31			

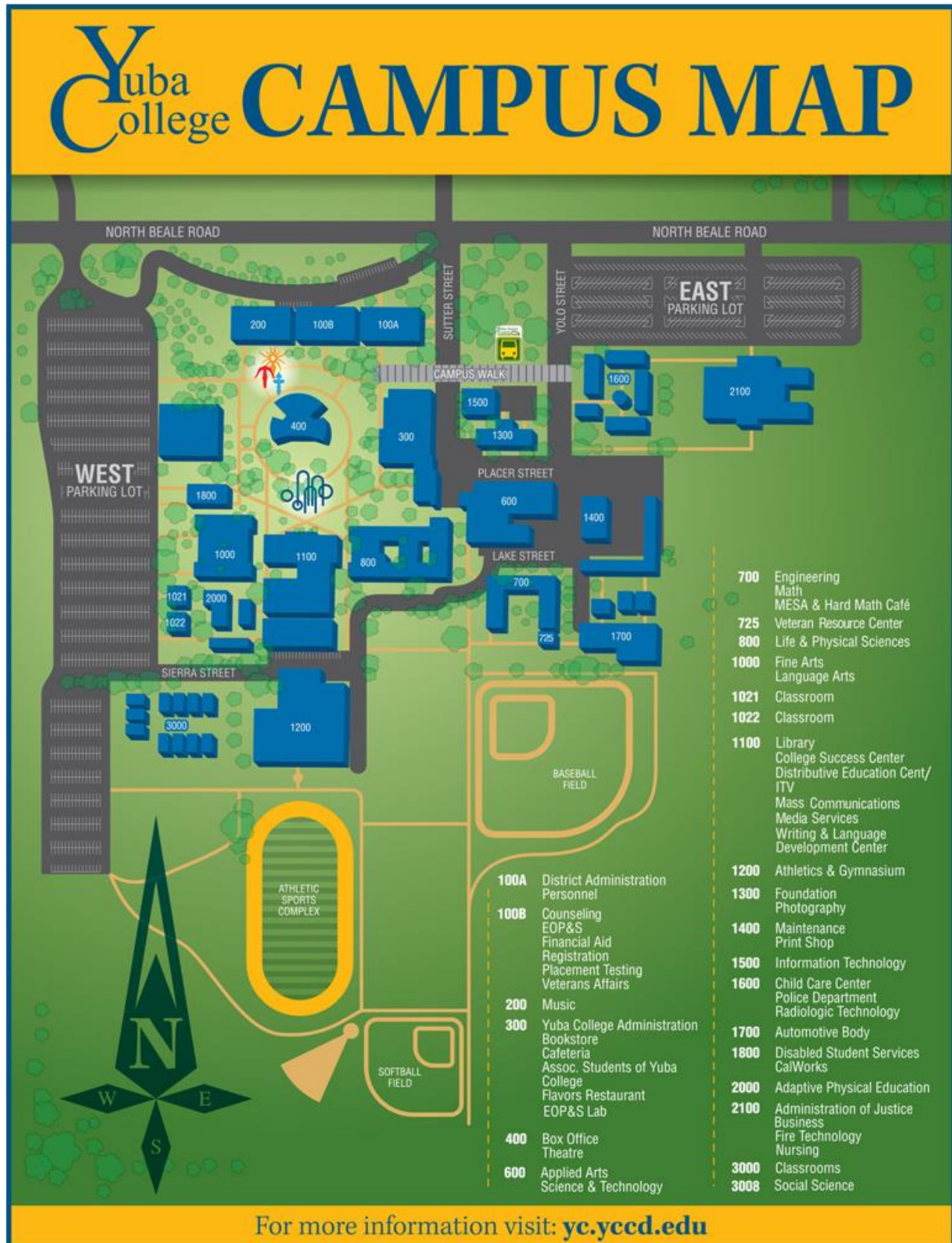
June 2023						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July - August 2023						
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	1	2	3	4	5

17 17 17 17 16 = 84 days

83 days = 16 17 17 17 16

Appendix L: Map of Yuba College





The End.