

PRE-BID MEETING AGENDA / NOTES
for
Bid Conference for the La Selva Beach Clubhouse Seismic and ADA Renovation Project
April 19, 2023, 2:00 pm, Starting at:
LSB Clubhouse 314 Estrella Avenue La Selva Beach CA 95076

A. Introduction

This is the mandatory bid conference for the LSV Clubhouse Renovation. Please note that these Agenda notes are not a part of, and are superseded by, the official contract and bid information.

Introduction of the Project team:

La Selva Beach Recreation District:

District's Representative:	Frank Dickinson
LSBRD Facilities:	Eden Serrano
Designers	Peter Bagnall Scott Haggblade

Pre-bid Conference Schedule: Bid meeting approx. 1/2 + hour, Site tour 1/2 hour.

The Project consists of demolition of existing wood siding on the inside of the building, and replacing with new seismically installed siding. Structural foundation improvements and minor ADA upgrades. Painting entire inside and out. All work as noted on drawings from William Bagnall Architects, Inc, dated 1/17/2023 any bid documents, including Bid Addendum if later included.

A. Please see the information below to help with full bid including all Add/Deduct Alternatives, Unit prices and Allowances:

1. Scopes of work for Add/Deduct Alternatives:

- a. Deduct to change the upper areas above 10' horizontal pine, with new horizontal pine over 1/2' structural plywood (Southwest, Northeast, Northwest as shown on Drawing A5); to instead just install vertical 5/8" resawn ungrooved siding in a structurally approved manner with required end blocking and nailing.
- b. Deduct alt to install only 3/8" resawn vertical plywood on the area above the existing pine not needing structural addition (on Northwest wall); instead of the structural 5/8" resawn.
- c. Add alt to install R-11 or R-19 (if the walls are 2x6) in all walls that will be stripped down to bare studs with new finishes installed.
- d. Add alt to re-roof the whole building with 40 year warranted composition roofing, with District to pick out the color.
- e. Add alt to install 5/8" vertical AC smooth finish plywood vertically in the Board room; instead of 1/2" vertical smooth finish AC vertical plywood structurally blocked and nailed for shear wall, painted to

match existing.

- f. Add alt to cut down to 34' the rest of the kitchen counter along the north east wall from where it is being cut per plans to the stove (Note, the adjoining perpendicular counter is to be lowered 2" by cutting down the kick plate to lower to 34" for ADA purposes).
- g. Add alt to remove sheet vinyl and underlayment in after school office, install new underlayment as needed, and install new sheet vinyl (spec TBD, but with an allowance of \$25 per Square Yard).
- h. Provide amount Contractor would daily charge for compensable delays for up to ten days.

2. Unit Prices: N/A

3. Allowances: N/A

- 4. To bid on this Project, the Bidder is required to possess a **Class B** State of California contractors' license.
- 5. The Bidder's license(s) must remain active and in good standing throughout the term of the Contract.
- 6. To bid on this Project, the Bidder is required to be registered as a public works contractor with the Department of Industrial Relations pursuant to the Labor Code. The Bidder's registration must remain active throughout the term of the Contract.
- 7. Contract Documents will be available on La Selva Beach Recreation District Website at: <https://www.lsbrcd.org>, under the Clubhouse Structural Upgrade Project.
- 8. To bid on this Project, the Bidder is required to be registered as a public works contractor with the Department of Industrial Relations pursuant to the Labor Code. The Bidder's registration must remain active throughout the term of the Contract.
- 9. Sealed bids will be received until **May 10, 2023 by 3:00PM**, at the **La Selva Beach Clubhouse office at 314 Estrella Avenue La Selva Beach, CA 95076**, at or after which time the bids will be opened. Any bid that is submitted after this time shall be nonresponsive and returned to the bidder. Any claim by a bidder of error in its bid must be made in compliance with section 5100 et seq. of the Public Contract Code.
- 10. All bids shall be on the form provided by the District. Each bid must conform and be responsive to all pertinent Contract Documents, including, but not limited to, the Instructions to Bidders.
- 11. A bid bond by an admitted surety insurer on the form provided by the District, cash, or a cashier's check or a certified check, drawn to the order of the La Selva Beach Recreation District in the amount of ten percent (10%) of the total bid price, shall accompany the Bid Form and Proposal, as a guarantee that the Bidder will, within ten (10) calendar days after the date of the Notice of Award, enter into a contract with the District for the performance of the services as stipulated in the bid.
- 1. **12.** The successful Bidder shall be required to furnish a 100% Performance Bond and a 100% Payment Bond if it is awarded the Contract for the Work.
- 13. The successful Bidder may substitute securities for any monies withheld by the District to ensure performance under the Contract, in accordance with the provisions of section 22300 of the Public Contract Code.

14. The Contractor and all Subcontractors under the Contractor shall pay all workers on all Work performed pursuant to this Contract not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to section 1770 et seq. of the California Labor Code. Prevailing wage rates are also available from the District or on the Internet at: <<http://www.dir.ca.gov>>.
15. This Project is subject to labor compliance monitoring and enforcement by the Department of Industrial Relations pursuant to Labor Code section 1771.4 and subject to the requirements of Title 8 of the California Code of Regulations. The Contractor and all Subcontractors under the Contractor shall furnish electronic certified payroll records directly to the Labor Commissioner weekly and within ten (10) days of any request by the District or the Labor Commissioner. The successful Bidder shall comply with all requirements of Division 2, Part 7, Chapter 1, Articles 1- 5 of the Labor Code.
16. The District shall award the Contract, if it awards it at all, to the lowest responsive responsible bidder based on: Lump sum price plus accepted add als.
17. The base bid amount plus the following alternates: “all alternates accepted by the District; and shown on the Bid Form” The Board reserves the right to reject any and all bids and/or waive any irregularity in any bid received. If the District awards the Contract, the security of unsuccessful bidder(s) shall be returned within sixty (60) days from the time the award is made. Unless otherwise required by law, no bidder may withdraw its bid for ninety (60) days after the date of the bid opening.
18. The District shall award the Contract, if it awards it at all, to the lowest responsive responsible bidder based on:
19. The base bid amount plus the following alternates: “all alternates accepted by the District; and shown on the Bid Form” The Board reserves the right to reject any and all bids and/or waive any irregularity in any bid received. If the District awards the Contract, the security of unsuccessful bidder(s) shall be returned within sixty (60) days from the time the award is made. Unless otherwise required by law, no bidder may withdraw its bid for ninety (60) days after the date of the bid opening.

B. General Discussion of Project

- Improvements per design drawings and specifications

C. Bidding and Contractual Requirements - Brief Review of the "Highlights" this is not meant to be a complete review of the bidding requirements

Pre-bid Conference scheduled for Wednesday, April 19, 2023, from 2:00pm to 3:00pm, and attendance is required by all Prime Contractors (B License). (Provided sign-in sheet must be signed in at the beginning and again at the completion of the meeting).

Requests for clarifications or interpretation of Bidding Documents shall be accepted no later than 2pm on Tuesday April 25, 2023, and Addendum with any drawings/scope changes and/or RFI responses shall be issued by EOD Tuesday May 5, 2023.

Bids are due on Tuesday May 10, 2023. Sealed bids will not be received after 2:00 p.m. The bids will be received at the La Selva Beach Clubhouse, attn: Eden Serrano LSBRD Manager (Cell: 831-254-3625), 314 Estrella Avenue La Selva Beach, CA 95076.

The estimated construction cost is \$625,578.

Bidder includes in the Lump Sum Base Bid plus all the noted ad alts:

Permit has already been received, and anticipated construction start date is 6/12/23 and work completed by 12/1/23. Preconstruction and site surveys can be conducted upon request prior to construction start. Any and all visits and inspections will need to be coordinated with an AUSD representative. Contractor's own schedule to be submitted within 10 working days of Notice to Proceed being issued and to be approved by LSBRD's Representative prior to commencement of work. First payment application will NOT be approved without an approved schedule in place.

Contractor will be assessed as liquidated damages the sum of \$1,000.00 per day for each day the Work remains incomplete beyond the expiration of the Contract Time. See Article 3 of the Agreement for detailed requirements.

Reference Milestone schedule included in the specifications. It is anticipated that the contractor will have the minimum number of workers to meet the overall construction schedule. Overtime may be required. Contractor to include any required overtime in base bid.

Product and material submittals must be submitted 15 days after receipt of the Notice to Proceed to meet schedule milestones. No substitutions (or exclusions) will be considered prior to award of the Contract. Substitutions will only be considered after the award of the Contract as provided for in the Contract Documents.

Bids shall be submitted on the Bid Form included with the Bidding Documents. Bids not submitted on LSBRD's Bid Form will be rejected.

Bidders will acknowledge all Addendums that have been issued.

Information Available to Bidders: Drawings, Specifications, References, and Addenda: On La Selva Beach Recreation District website under Clubhouse Structural Upgrade Project.

Contractors and subcontractors may be required to submit Certified Payroll. Delinquency in submitting full required documentation may hold up invoice payments.

Each bidder shall include a list of subcontractors (only one sub per trade) if work in their field exceeds 0.5% of the overall scope of the project.

Please make sure to have signatures for all required paperwork.

E. Other Issues

Staging/Storage Area Include and note where-Contractor Staging Plan to be required.

Contractor to provide District with a copy of their Safety Plan.

Shared use of project site. Coordinate with staff working in the area. Access and egress must be maintained at all times during the work.

Approved Construction Periods:

Construction on Monday – Friday: 7am – 5pm

Construction on Saturday – Sunday - holidays is to begin at or after 8:00AM and only on approval by LSBRD and Representative.

All night and weekend work to be coordinated in advance with LSBRD'S Facilities Manager and Representative. Night and weekend work may be required to meet project schedule, required costs shall be included in the base bid, and be done in coordination with LSBRD Representative.

Testing and Inspection: District provided special inspection as required.

Occupied Buildings: Some area buildings will be occupied by staff. Parking at Estrella Avenue and Florido Road will need to be coordinated with contractor.

F. Questions

Addendum Schedule:

Addendum #1 due 5/2/23

Requests for clarification or interpretation of the Bidding Documents shall be received no later than 2:00pm on Tuesday April 25, 2023 and addressed only to: suzanne.mainguy@cumming-group.com

Site walk:

All prime bidders will be required to complete the site walk and each contractor to sign in and out at the completion of site walk on sign in sheet to be able to bid.

Adjourn / Sign out