

**CITY OF POMONA
NOTICE INVITING SEALED BIDS
FOR**

**POLICE - MAIN FACILITY ROOF REPLACEMENT
PROJECT NO. 418-73369**

RECEIPT OF PROPOSALS: Sealed proposals will be received at the Purchasing Office, City Hall, Pomona, California, until **10:00 AM on April 6, 2016** for the furnishing of all plant, labor, materials, equipment and incidentals for the: "**Police - Main Facility Roof Replacement, Project No. 418-73369.**" It is the bidder's sole responsibility to see that the proposal is received in proper time. Any proposal received after the scheduled closing time for receipt of proposals will be returned to the bidder unopened.

The words "**Bid: Police - Main Facility Roof Replacement, Project No. 418-73369,**" to be opened on **10:00 AM, April 6, 2016** shall appear on the envelope of each sealed bid and each sealed envelope shall be addressed to the Purchasing Office, City Hall, 505 S. Garey Avenue, Pomona, California 91769. The proposals will be publicly opened and read in the Purchasing Office Basement, City Hall, 505 S. Garey Avenue, Pomona, California at **10:00 AM** on the aforementioned date.

Submittal Instructions:

Proposals shall be submitted in sealed envelopes and marked "**Police - Main Facility Roof Replacement, Project No. 418-73369.**" One (1) original and one (1) hard copy of your proposal must be received in the Purchasing office (basement level) before the time of **10:00 AM on April 6, 2016.** Any proposal that is to be mailed via the US Mail is to be addressed to City of Pomona, Purchasing Division, P.O. Box 660, 505 South Garey Ave., Pomona, CA 91769. Any proposal that is to be submitted via hand delivery either through FedEx, UPS, or some other carrier service is to be submitted to City of Pomona, Purchasing Division, 505 South Garey Ave., Pomona, CA 91766. The above time and date are fixed and extensions will not be granted. The City of Pomona does not recognize the U.S. Postal Service, FedEx, UPS or any other carrier as its agent for purposes of receiving proposals. All proposals received after the deadline shown will be rejected.

DESCRIPTION OF WORK: The work to be done consists of furnishing all materials, equipment, tools, labor and incidentals as required in the specifications and contract documents, for the following project(s): "**POLICE - MAIN FACILITY ROOF REPLACEMENT, Project No. 418-73369.**"

COMPLETION OF WORK: All work to be done under this contract shall be completed within **twenty five (25) consecutive working days**, beginning on the date stipulated in the written "Final Notice to Proceed" issued by the City Engineer.

OBTAINING CONTRACT DOCUMENTS: Contract documents and specifications may be obtained at the office of the City Engineer, City Hall, Pomona, California, upon payment of **\$30.00** for each set (NON-REFUNDABLE). Add **\$15.00**, if mailing is requested.

PRE-BID INQUIRIES: Pre-Bid inquiries related to the Plans and Specifications must be submitted in writing to the City of Pomona, Engineering Division, 505 South Garey Avenue, Pomona, CA 91766; Fax No. (909) 620-2180; Telephone Nos. (909) 620-2281 or (909) 620-2282.

The contractor shall carefully examine this Contract and Specifications and any addenda that may be posted

on the City's website www.ci.pomona.ca.us. The contractor shall seek clarification of any ambiguity, conflict, omission or other error in this document in writing. If the answer materially affects this document, the information will be incorporated into an addendum and distributed to all vendors via the City's website. All addenda will be numbered in sequence, dated as of the date of issue, and posted. It shall be the contractor's responsibility to check the City's website to determine if any addenda have been posted prior to the bid opening.

To check for addenda:

Visit the City's website at www.ci.pomona.ca.us and then:

- From the City Homepage, click on "Business";
- Click on "Current Bids & RFPs"; "Construction Bids";
- Download the RFP file or Addendum file, if applicable

If you encounter any technical problems, call the Public Works Dept., Engineering at - (909) 620-2281 or (909) 620-2282.

PROPOSAL GUARANTY: Each proposal must be accompanied by cash or by a cashier's or certified check or by a bid bond in the amount of **ten percent (10%)** of the amount of bid price payable to the City Clerk City of Pomona as a guarantee that the bidder, if his proposal is accepted, will promptly execute the contract, secure payment of workman's compensation insurance and furnish a satisfactory faithful performance bond in the amount of **one hundred percent (100%)** of the total bid price and a labor and material bond in the amount of **one hundred percent (100%)** of the total bid price.

WAGE RATES: Pursuant to applicable provisions of the Labor Code of the State of California, not less than the general prevailing rate of per diem wages including legal holidays, and overtime work for each craft or type of workman needed to execute the work contemplated under this agreement shall be paid to all workman employed on the work to be done according to this contract by the Contractor, or any Subcontractor and shall be deemed to include employer payments for health and welfare, pension, vacation and similar purposes. The City Engineer has on file the prevailing rate of per diem wages or they may be obtained online at <http://www.dir.ca.gov/dlsr>. Contractor will furnish same to be posted at the job site.

CONTRACTOR'S LICENSE: At the time of Bid Opening, the Prime Contractor **must** have a valid California State Contractor's License with a classification of "**A or C-39**".

AFFIRMATIVE ACTION: The City of Pomona hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority owned and woman owned business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of sex, race, color, or national origin in consideration for an award.

UTILIZATION OF LOCAL BUSINESS AND LABOR: The Contractor is encouraged to make a good faith effort to subcontract with businesses located in the City of Pomona and to employ Pomona residents to perform the necessary work relating to this Capital Improvement Project. The goal of the City Council is to stimulate business within the City and to provide employment and training for local residents.

CITY'S RIGHTS RESERVED: The City of Pomona reserves the right to reject any and all proposals or bids or to waive any irregularities or informalities in any bids or in the bidding, should it deem this necessary for the public good, and further the city reserves the right to reject the bid any bidder who has been delinquent or unfaithful in any former contract with the City of Pomona. No bidder may withdraw his bid for a period of Ninety (90) calendar days after the opening of proposal thereof.

TRENCH AND PIPELINE SAFETY: If this project requires construction of a pipeline, sewer, sewage disposal system, boring and jacking pits, or similar trenches or open excavations, which are five feet or deeper, the bids must contain, as a bid item, adequate sheeting, shoring, and bracing, or other methods to assure worker safety.

ENVIRONMENTALLY SENSITIVE MATERIALS:

- This Invitation for Bids **does not** specify locations of possible materials, such as a borrow pit or gravel bed, for use in the proposed construction project which would be subject to Section 1603 of the Fish and Game Code.
- This Invitation for Bids **does** specify locations of possible materials, such as a borrow pit or gravel bed, for use in the proposed construction project and is subject to the following conditions imposed pursuant to Section 1603 of the Fish and Game Code:

PRE-BID MEETING:

- A mandatory pre-bid meeting will be held at 10:00 A. M. on March 28, 2016. All contractors who are interested in bidding this project will meet at the westerly parking lot of the Police Department located at 490 W. Mission Blvd., Pomona, California. In case of inclement weather, the meeting will be held at Pomona City Hall, 505 S. Garey Avenue, Pomona, California, in the Public Works Conference Room.
- No mandatory pre-bid meeting is required. The contractor has the responsibility to inspect the site and acquaint himself/herself with the existing conditions before submitting a bid proposal. The project site is located at the southeast corner of Val Vista Street and Loma Vista Street.

Bond Requirements: The successful contractor will be required to file with the City at the time of execution of the contract, a Payment Bond (Labor and Materials Bond) in the amount of 100% of the bid amount and a Performance Security in the amount of 100% of the bid amount. Prior to acceptance of the work by the City, the contractor will be required to file a Warranty Security in the amount of 50% of the bid amount with the City. All bonds and securities must be on City provided forms.

Equivalent Securities: Pursuant to California Public Contract Code Section 22300, substitution of eligible and equivalent securities for any moneys withheld to ensure performance under the contract for the work to be performed will be permitted at the request and expense of the successful bidder.

CITY OF POMONA, CALIFORNIA

DATED: 2/18/16

BY:  _____