

## NOTICE OF ELECTRONIC INFORMAL BIDDING AND BIDDING INSTRUCTIONS

**District:** SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**Project:** BID NO. 375: Irvine Valley College Scheduled Maintenance Roofing, PAC and A200

**Bid Deadline:** 2:00 P.M., May 28, 2020

PLEASE TAKE NOTICE that the South Orange County Community College District, of Orange County, California, acting by and through its Governing Board, hereinafter referred to as "District," will accept electronically submitted Bid Proposals for the Work of a Project described as Irvine Valley College Scheduled Maintenance Roofing, PAC and A200.

**Project's Preliminary Cost Estimate:** \$700,000.00

Additional information regarding the Project, including Drawings, Specifications and/or other Project requirements are available at the website address below:

<https://www.planetbids.com/portal/portal.cfm?CompanyID=39861>.

The documents are also available online at [www.socccd.edu](http://www.socccd.edu) at the Bids link.

**Optional Pre-Bid Conference Call:** There will be an optional pre-bid conference call conducted via Zoom at 10:00am, Thursday, May 14, 2020. Interested bidders shall confirm their attendance by email to [purchasing-dept@socccd.edu](mailto:purchasing-dept@socccd.edu) by 2:00pm on Wednesday, May 13, 2020. The subject line should read: "Bid 375 Pre-Bid Conference Call Meeting Confirmation." A call-in number for the Zoom Conference Call will be provided to those who confirm attendance.

**Requests for information (RFIs):** Any and all questions must be submitted through the PlanetBids system by no later than Monday, May 18, 2020 at 5:00 PM.

**Requests for Substitution:** Any and all requests for substitutions must be submitted through the PlanetBids system by no later than Friday, May 15, 2020 at 5:00 PM.

**Submittal of Electronic Bid Proposals:** Bid Proposals for the Work must be electronically submitted through the PlanetBids system at: <https://www.planetbids.com/portal/portal.cfm?CompanyID=39861> no later than 2:00 PM Thursday, May 28, 2020. Bid Proposals submitted thereafter will be rejected for non-responsiveness. Timely submitted Bid Proposals will be opened as soon thereafter as practicable. The District is not responsible for or liable to Bidders for: (i) inaccessibility of the PlanetBids portal; or (ii) untimely, incomplete or inaccurate data submitted through the PlanetBids portal.

**Contractor's License Requirements:** In accordance with the provisions of California Business and Professions Code Section 7028.15 and Public Contract Code Section 3300, the District requires that the bidder possess the following classification of Contractor's license at the time the bid is submitted: **Class "C39" License Required**. Any bidder not so licensed at the time of the bid opening will be rejected as non-responsive.

**Labor Code:** The Work is subject to prevailing wage rates and other applicable Labor Code requirements; the Contractor and all Subcontractors shall pay not less than the prevailing wage rates for the classification(s) of labor necessary to complete the Work and comply with all applicable Labor Code requirements.

**Bid Security - Electronic Bid Bond:** Bid Security in the form of a Bid Bond in an amount not less than ten percent (10%) of the total bid price may be submitted electronically in the form and content included with the Contract Documents and issuance of the electronic Bid Bond is verified through Surety2000 (<http://www.surety2000.com/>). Bidders submitting an electronic Bid Bond are solely responsible for completing Surety2000 registration requirements and payment of Surety2000 fees and charges. The District is not responsible to Bidders for: (i) Surety2000 acts or omissions; (ii) the complete/timely verification of electronically issued Bid Bonds; or (iii) any other errors in the electronically issued/verified Bid Bond.

**Bid Security - Paper/Hard Copy Bid Bond:** Bidders intending to submit a paper/hard copy Bid Bond shall utilize a courier service for delivery of the paper/hard copy Bid Bond to the South Orange County Community College District to the attention of the Purchasing Department at 28000 Marguerite Parkway, Mission Viejo, CA 92692. **The Bid Bonds cannot be delivered in-person.** All Paper/Hard Copy Bid security in the form of the Bid Bond in an amount not less than ten percent (10%) of the total bid price may be submitted by paper/hard copy to the District. A Bidder who intends to meet bid security requirements by submittal of a paper/hard copy Bid Bond must comply with all of the following; failure to do so will render the Bid Proposal non-responsive and rejected. Paper/hard copy Bid Bonds must be: (i) in the form and content included with the Contract Documents; (ii) completed, executed and notarized; (iii) received in the District's Procurement Office no later than the date/time for submitting Bid Proposals; (iv) submitted in a sealed envelope with the envelope prominently marked with the Project Name, Bid Number and Bidder's name; (iv) received by an employee of the Procurement Department with a notation of the date/time of the Procurement Department's receipt thereof. Bidders are advised that the District utilizes a central mailroom; materials delivered to the District mailroom are not deemed delivered to the Procurement Department until materials are actually delivered by mailroom personnel to the Procurement Department.

**Bid Security - Cash, Cashiers/Certified Check:** If bid Security is in the form of cash or cashiers/certified check, it shall be in an amount not less than ten percent (10%) of the total bid price and the cash proceeds or cashiers/certified check must be submitted in a sealed envelope with the exterior prominently marked with the Bidder's name, Project Name and Bid Number and received in the District's Procurement Department before the latest date/time for submitting Bid Proposals. Bid Security received thereafter will result in rejection of the Bidder's Bid Proposal for non-responsiveness.

**Award of Contract:** The Contract for the Work, if awarded, will be to the responsible Bidder submitting the lowest priced responsive Bid Proposal. The Contract is subject to approval by the District's Board of Trustees.

**Performance Bond; Labor and Materials Payment Bond:** The Bidder awarded the Contract for the Work shall obtain a Performance Bond and a Labor and Materials Payment Bond, each in a penal sum equal to one hundred percent (100%) of the Contract Price of the Contract awarded in the form and content included with the Contract Documents for the Project.

**Rejection of Bid Proposals; Waiver of Minor Irregularities:** The District expressly reserves the right to reject all Bid Proposals. The District further reserves the right to waive minor irregularities in the bidding process or in Bid

**Withdrawal of Bids:** No bidder may withdraw any bid for a period of ninety (90) calendar days after the date set for the opening of bids.

*Priya Jerome*

Executive Director

Procurement, Central Services & Risk Management

PUBLISH: OC REGISTER

May 5, 2020 &

May 12, 2020