

**MULTILINGUAL SIGNAGE AT VARIOUS
NEWCOMER PATHWAY HIGH SCHOOLS
SFUSD PROJECT NO. 11787
SAN FRANCISCO UNIFIED SCHOOL DISTRICT**

SECTION 00100

NOTICE TO CONTRACTORS CALLING FOR BIDS

DISTRICT: San Francisco Unified School District

PROJECT DESCRIPTION: Multilingual Signage At Various
Newcomer Pathway High Schools
SFUSD Project No: 11787

**DATE/TIME FOR SUBMITTAL
OF BID PROPOSAL** Wednesday, November 18, 2015
2:00 p.m.
at 135 Van Ness Avenue, Lobby
San Francisco, CA

BID DOCUMENTS AVAILABLE: Tuesday, October 27, 2015

BID AND CONTRACT DOCUMENTS: Arc Northern California - Bid Services
945 Bryant Street
San Francisco, California 94103
Contact:
Priyantha De Pinto
Tel: 415 495-8700
Fax: 415 495-2773
Email: sf.planwell@e-arc.com

SFUSD CONTACT: Simon Reyes
415-355-6979 x 1535

NOTICE IS HEREBY GIVEN that the above-named California School District, acting by and through its Board of Education, hereinafter "the District" will receive up to, but not later than the above-stated date and time, sealed Bid Proposals for the Contract for the Work of the Project generally described as: **MULTILINGUAL SIGNAGE AT VARIOUS NEWCOMER PATHWAY HIGH SCHOOLS, SFUSD PROJECT NUMBER 11787.**

1. The Project. The Project is generally described as fabrication and installation of room signs with multilingual text and characters in English, Arabic, Chinese, Spanish, Tagalog and Vietnamese. Six school sites are involved namely: Lincoln HS, Galileo HS, Washington HS, Mission HS, SF International HS, and Marshall HS. Some miscellaneous carpentry and painting may be involved at certain school sites. The estimated construction value of the Work is **\$30,000.**

2. Submittal of Bid Proposals. All Bid Proposals shall be submitted on forms furnished by the District. Bid Proposals must conform with, and be responsive to, the Bid and Contract Documents, copies of which may be obtained from the District as set forth above. Only Bid Proposals submitted to the District prior to the date and time set forth above for the public opening and reading of Bid Proposals shall be considered.

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3. Bid and Contract Documents. The Bid and Contract Documents are available at the location stated above during standard working hours (8:00AM-4:30PM) for a **non-refundable** fee per set. Checks are to be made payable **ARC Northern California**. Bidder is responsible for all shipping and handling fees. Plans are available for viewing and ordering at www.e-arc.com/ca/sanfrancisco/bryant; click on the Order from PlanWell/Public Planroom "button" and search for project name and number.

Bid documents may also be available for viewing at the following plan rooms. Call first to check availability of plans:

- Asian Inc.
- Bay Area Builders Exchange
- Builders Exchange of Stockton
- Contra Costa Builders Exchange
- EBidboard
- El Dorado Builders Exchange
- Marin Builders Association
- McGraw-Hill/Dodge-Daily Pacific Builder
- Peninsula Builders Exchange
- Placer County Builders Exchange
- Reed Construction Data
- Sacramento Builders Exchange
- San Francisco Builders Exchange
- Santa Clara Builders Exchange
- Solano-Napa Builders Exchange
- Sub-Hub
- iSqFt

4. Documents Accompanying Bid Proposal. Each Bid Proposal shall be accompanied by: (a) the required Bid Bond Security; (b) Subcontractors List; (c) Non-Collusion Affidavit; and (d) Statement of Bidder's Qualifications and all other items as described in the instructions to Bidder. All information or responses of a Bidder in its Bid Proposal and other documents accompanying the Bid Proposal shall be complete, accurate and true; incomplete, inaccurate or untrue responses or information provided therein by a Bidder shall be grounds for the District to reject such Bidder's Bid Proposal for non-responsiveness.

5. Prevailing Wage Rates. Pursuant to California Labor Code § 1773, the Director of the Department of Industrial Relations of the State of California has determined the generally prevailing rates of wages in the locality in which the Work is to be performed. Copies of these determinations, entitled "A PREVAILING WAGE SCALE" is maintained at the District's Contract Office, and are available to any interested party upon request. The Contractor awarded the Contract for the Work shall post a copy of all applicable prevailing wage rates for the Work at conspicuous locations at the Site of the Work. The Contractor and all Subcontractors performing any portion of the Work shall pay not less than the applicable prevailing wage rate for the classification of labor provided by their respective workers in prosecution and execution of the Work. This Project is subject to the provisions of the Labor Compliance Program adopted by the San Francisco Unified School District. The District may require the Contractor to use a

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Labor Compliance Software, Elation Systems, Inc. for the duration of the Project. This cost is to be included in the Total Base Bid amount on the Bid Form. For more information about the Elation Systems, Inc. software, its cost, and other Labor Compliance Program requirements refer to Section 00350 in the Project Manual.

6. Contractors License Classification. In accordance with the provisions of California Public Contract Code § 3300, the District requires that Bidders possess the following classification(s) of California Contractors License at the time that the Bid Proposals are opened: **Class C61-D42, Limited Specialty Contractor.** Any Bidder not so duly and properly licensed shall be subject to all penalties imposed by law. The District will only accept bids submitted from Bidders whose business address is located in San Francisco, California.

7. Bid Security. Each Bid Proposal shall be accompanied by Bid Security in an amount not less than **ten percent (10%)** of the maximum amount of the Bid Proposal, inclusive of any additive Alternate Bid Item(s). Failure of any Bid Proposal to be accompanied by Bid Security in the form and in the amount required shall render such Bid Proposal to be non-responsive and rejected by the District.

8. No Withdrawal of Bid Proposals. Bid Proposals shall not be withdrawn by any Bidder for a period of ninety (90) days after the opening of Bid Proposals. During this time, all Bidders shall guarantee prices quoted in their respective Bid Proposals.

9. Job-Walks. The District will conduct various **MANDATORY** job walks as set forth herein. There will be a series of job walks at the project sites as indicated below. Attendance at the job walks at each designated site is a requirement to bid for the Project. All attendees are required to sign-in at each job site to be acknowledged to be in attendance and eligible to bid. The job walk schedule will be as follows, starting on the first site named:

Job Walk No: 1: November 4, 2015, 9:30 a.m.
Abraham Lincoln High School
Galileo Academy of Science and Technology
George Washington High School
Mission High School
SF International High School
Thurgood Marshall High School

Bidders shall meet at the school sites mentioned above at the date and time for the Job Walks. Bidders shall meet directly in front of the main entrance of the school site.

10. Waiver of Irregularities. The District reserves the right to reject any or all Bid Proposals or to waive any irregularities or informalities in any Bid Proposal or in the bidding.

11. DVBE Participation Goal. The District has promulgated a Disabled Veteran Business Enterprise (“DVBE”) Participation Goal Program (“the DVBE Program”) which establishes a three percent (3%) Participation Goal for DVBEs. All Bidders are required by the District, pursuant to the DVBE Program, to submit DVBE Worksheets that confirm two (2) advertisements were published at least 14 days prior to bid opening.

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12. Equal Opportunity. The San Francisco Unified School District is an “Equal Opportunity” employer and requires that, if subcontractors are used, reasonable, good-faith outreach efforts be made to all subcontractor enterprises in the local community including African-Americans, Caucasians, Hispanics, Asians, Women and others without discrimination on the basis of race, color, religion, sex or natural origin. We encourage employing residents of the community where the Project is located. Bidders can publish their outreach efforts on the day of the bid opening by using the entities listed in the Outreach Certification form.

13. Award of Contract. The Contract for the Work, if awarded, will be by action of the District's Board of Education to the responsible Bidder submitting the **lowest priced responsive Total Base Bid Proposal**. The District reserves the right to reject any or all Bid Proposals or to waive any irregularities or informalities in any Bid Proposal or in the bidding.

14. Bid Advertisement Dates: October 27, 2015 and November 3, 2015

Contract advertisement is posted on the web at:

<http://www.sfusd.edu/en/doing-business-with-sfusd/current-invitations-for-bids.html>

15. [Plan Holders Lists. Plan Holders lists are available at ARC Northern California. Contact information for ARC is listed above.](#)

END OF SECTION 00100