



**Town Of Los Gatos
Parks and Public Works Department**

ADDENDUM NO. 1

**Town Project No. 18-821-2302
Corp Yard Engineering Building Tenant Improvements**

Issued on Thursday, August 27, 2020

Addendum No. 1 to the project specifications for Project No. 18-821-2302 Corp Yard Engineering Building Tenant Improvements hereby made a part of the Contract Documents, and as indicated, the bidder shall acknowledge receipt thereof on the Bid Form.

Information to Prospective Bidders:

Town is waiving the cost to purchase the Plans and Specification. Plans and Specifications may be viewed and purchased at no cost via the internet at www.printscharlesrepro.com (Plan Room)

Revisions are to be made to the Specifications as described below:

1. Remove "Notice to Contractors" in its entirety (3 pages) and replace it with the attached.

Issued By:

on behalf of

Date: 8/27/2020

Michelle Quinney, Interim Town Engineer

This addendum consists of 4 Pages

Notice to Contractors

Due to COVID-19, only electronic bids will be received on the Town of Los Gatos plan room at www.losgatosplanroom.com until

2:00 PM

THURSDAY

September 10, 2020

for the following project:

Project #18-821-2302 Corp Yard Engineering Building Tenant Improvements

at which time they will be opened electronically. After the bid opening, bid bonds from the lowest three responsible bidders must be submitted to the Town of Los Gatos Parks and Public Works Director at 41 Miles Avenue, Los Gatos, CA 95030 and be postmarked within three days of the bid opening date.

This following information is presented to indicate the size of the project and no warrant is made or intended as to final quantities:

The project is located at the Parks & Public Works Department, 41 Miles Avenue, Los Gatos, CA 95030. The area of construction is approximately 2800 square feet in a single-story concrete building.

The project includes converting existing storage area into office space and reconfiguring existing staff office space to accommodate offices for Engineering and Parks & Streets staff. The tenant improvement project includes, but is not limited to, construction of expanded reception lobby, staff offices, large conference room, small conference room cum privacy room, traffic control room, restroom facilities, storage space and kitchenette. The project also involves installation a new HVAC, electrical, plumbing, and civil upgrades as well as it's distribution.

All bidder must attend **MANDATORY PRE-BID MEETING AND WALK THROUGH OF THE PROJECT SITE on Tuesday, September 1, 2020 at 10.00 am** at the Parks & Public Works Department conference room located at 41 Miles Avenue, Los Gatos, CA 95030.

All contractors and subcontractors have been required since April 1, 2015 to be registered with the Department of Industrial Relations (DIR). No contractor or subcontractor may be listed on a bid proposal or may work on a public works project unless registered with DIR.

All contractors and subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement). For additional information, visit the DIR website at: <http://www.dir.ca.gov/Public-Works/PublicWorks.html>.

Each bid must be accompanied by a cashier's check, certified check, or Bidder's Bond executed by a corporate surety authorized to engage in such business in the State of California, payable to the Town of Los Gatos, in an amount not less than ten percent (10%) of the amount of the Base Bid. The successful bidder will be required to furnish a Performance Bond in an amount equal to one-hundred percent (100%) of the contract price, and a Labor and Material Bond in an amount equal to one-hundred percent (100%) of the contract price. Said bonds shall also be executed by a corporate surety authorized to engage in such business in the State of California and be made payable to the Town of Los Gatos. Original Bidder's Bond with surety seal must accompany the bid.

If the successful bidder fails, neglects, or refuses for TEN (10) calendar days after the award of the contract to enter into the contract to perform the work, the cashier's check, certified check, or Bidder's Bond accompanying the bid and the amount therein named, shall be declared forfeited to the Town and shall be collected by it and paid into its general fund. No bidder may withdraw his/her bid for a period of SIXTY (60) calendar days after the date set for the opening thereof, and the same shall be subject to acceptance by the Town during this period.

The Town reserves the right to reject any or all bids, waive any irregularities in any bids and its determination as to which bid is the lowest responsible bid and is for the best interest of the Town shall be final. The Town shall have SIXTY (60) calendar days from and after the opening of the bids within which to make its determination.

The Contractor receiving the award of the contract shall begin work within FIFTEEN (15) calendar days after receipt of the Notice to Proceed and shall diligently prosecute the same to completion within the time restrictions as listed in the technical specifications and all work shall be completed by the time allotted in the technical specifications.

The Contractor shall have **NINETY (90) working days** to complete this project. Working days will be counted upon the Contractor's receipt of the Notice to Proceed, as noted above.

At the time the Contractor's bid proposal is submitted, the Contractor shall possess a valid **Class B** California General Contractor's License. The Contractor shall also possess a valid Town of Los Gatos Business License at the time the contract is awarded.

The Town of Los Gatos hereby notifies all bidders that it will affirmatively insure that the contract entered into pursuant to this advertisement will be awarded to the lowest responsible bidder without discrimination on the grounds of race, color, national origin, sex, religion, age or disability. **The Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR, Part 26 in the award and administration of DOT-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract, or such other remedy as recipient deems appropriate.**

Prevailing Wage. This project is subject to the requirements of Section 1720 et seq. of the California Labor Code requiring the payment of prevailing wages, the training of apprentices and compliance with other applicable requirements. Contractors and all subcontractors who perform work on the project are required to comply with these requirements. Prevailing wages apply to all projects over \$1,000 which are defined as a "public work" by the State of California. This includes: construction, demolition, repair, alteration, maintenance, and the installation of photovoltaic systems under a Power Purchase Agreement when certain conditions are met under Labor Code Section 1720.6. This include service and warranty work on public buildings and structures.

For any moneys earned by the Contractor and withheld by the Town to ensure the performance of the contract, the Contractor may, at the Contractor's request and expense, substitute securities equivalent to the amount withheld in the form and manner and subject to the conditions provided in Article 8, (commencing with Section 10263), Chapter 1, Part 2, Division 2 of the Public Contract Code of the State of California.

Plans and Specifications may be viewed and purchased at no cost via the internet at www.printscharlesrepro.com (Plan Room). Plans and Specifications may also be purchased by calling or emailing Prints Charles Reprographics at (408) 240-3330 or incoming@printscharlesrepro.com. Plans, Specifications, and Plan Holder's list may also be viewed at the website noted above.

ATTEST:

Shelley Neis

Town Clerk