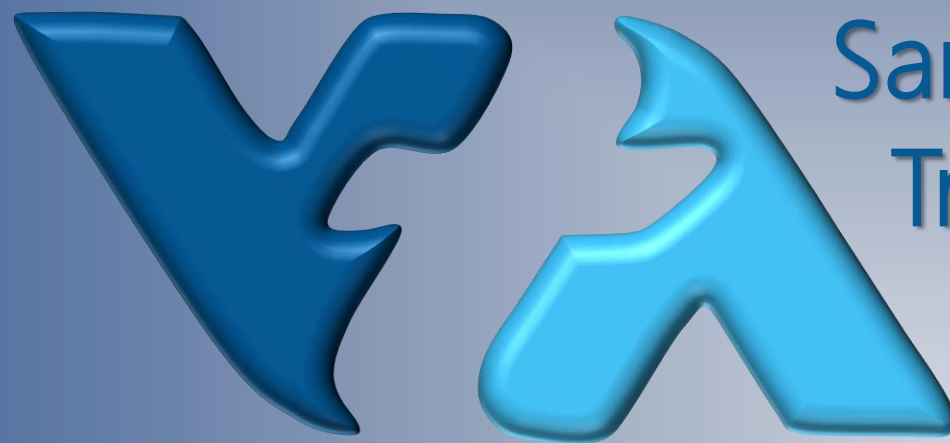


Welcome

to



Santa Clara Valley
Transportation
Authority

Solutions that move you

Pre-Bid Meeting

for

Contract M19147

Paint Gun Cleaner Maintenance

➤ Objective



CONTRACT TITLE

- Contract M19147 – Paint Gun Cleaner Maintenance

OBJECTIVE

- The purpose of this meeting to guide the Bidders through the Bid Documents so they can submit a “Responsive Bid”.
- Attendance of this meeting is not mandatory but highly recommended.

SITE TOUR

- A site tour will be held promptly following this Pre-Bid Meeting.

➤ Agenda of Meeting



➤ Introduction

Please ...

 **INTRODUCE** 
YOURSELF

1. Name
2. Designation, and
3. Company

➤ Get Registered



Sample

Step 1: Visit www.vta.org.

Step 2: Click “Doing Business with VTA”.

Step 3: Click “Get Registered”.

Step 5: Fill out form to create new account and get registered.



➤ View Solicitation



Sample

← → <https://www.vta.org/> ←

Homepage | VTA

File Edit View Favorites Tools Help

About VTA
VTA is an independent special district that provides solutions that move you. Our vision is to innovate

Doing Business with VTA
VTA is open for business! Use the Business Center to register as a vendor, subscribe to notifications,

Work for VTA
The Santa Clara Valley Transportation Authority honors human diversity where people are

Doing Business with VTA

View Solicitations
See all open contracting opportunities. See upcoming contracts. ↓

Get Registered
Sign up for notifications about VTA contracting opportunities.

Get Certified
VTA's Business Diversity Programs certifies small, disadvantaged and other business enterprises.

VIEW REGISTER LEARN MORE

Solicitation Search	Status	Category	APPLY
<input type="text"/>	- Any -	- Any -	APPLY
INVITATION FOR BID (IFB)	ACTIVE	DUE DATE 03/10/2020 - 10:00 AM	
M19147 - PAINT GUN CLEANER MAINTENANCE			
Administrator: Kiet Vu			
INVITATION FOR BID (IFB)	ACTIVE	DUE DATE 02/19/2020 - 2:00 PM	
P19083 - FURNISH AND DELIVER BULK LUBRICANT			
Administrator: Giang Ngo			

M19147 - Paint Gun Cleaner Maintenance

INVITATION FOR BID (IFB) ACTIVE DUE DATE: 03/10/2020 - 10:00 AM

Solicitation ID: M19147 Administrator Contact: Kiet Vu NAICS Code: 811310 - Commercial and Industrial Machinery

➔ BECOME A PLAN HOLDER

Step 1: Visit www.vta.org.

Step 2: Click “Doing Business with VTA”.

Step 3: Click “View Solicitations”.

Step 4: Click Project Name.

Step 5: Register or Log-in to download.



Solutions that move you

➤ VTA Point of Contact



Name

- Kiet Vu

Designation

- Construction Contracts Administrator

Email

- Kiet.Vu@vta.org

Phone

- (408) 952-4122

Fax

- (408) 955-9729

Mailing Address

- 3331 North First Street, Building A
San Jose, CA 95134-1927

➤ Addenda and Q&A Sets



Q&A and RFI

- No Q&A Set issued as of today.
- As per **Section 1.11**, the deadline for submitting inquiries will be 10:00 A.M., March 3, 2020, being five (5) working days before Bid Opening date.

ADDENDA

- No Addendum issued as of today.
- As per **Section 3.4**, Bid Opening will be at least five (5) working days after the issuance of the last addendum.

➤ Bid Opening



BID OPENING

- Date – Tuesday, March 10, 2020
- Time – 10:00 A.M. (*Please consider traffic*)
- Location - 3331 North First Street, Building A, San José, California 95134-1927

Remember:

- **Section 1.4** states that “*All Bids shall be enclosed in a sealed envelope bearing the Contract number, the title of the Project, the date and hour of the Bid opening, and the name of the Bidder.*”
- **Section 3.11.1** states that “*Bids received after the Bid Opening will not be considered. A late Bid will be returned to the Bidder unopened.*”

SUBMISSION OF BID

- Bring your Bid package to the Lobby of **Building A**.
- It is recommended that your Bid package be **hand-carried**.
- Make sure your Bid package is **date and time stamped by the VTA Receptionist** at the Front Desk.
- Bid Forms that are **not legible** will be considered Non-Responsive.

➤ Contractual Requirements



MAINTENANCE CONTRACT

- This Maintenance Contract is for one Base year with four 1-year options.

TIME FOR PERFORMANCE

- As per **Section 6.4**, the base term of the Contract is one year (the “Base Year”). The first day of the Base Year will commence on the date the Contract is executed.

SBE GOAL

- A Small Business Enterprise (“SBE”) participation goal has not been established for this Contract.
- This topic will be elaborated later in this meeting.

➤ License Requirements



LICENSES

- Contractor must, **at the time of Award**, possess current licenses in the following classifications issued by the California Department of Consumer Affairs, Contractors State License Board:

License: **Class A and/or HAZ (Hazardous Substance Removal) Certification**

- A combination of prime Contractor and subcontractor license is acceptable only when each subcontractor's scope of work is identified in **Bid Form 3** and each subcontractor is properly licensed at the time of Contract award.
- Regardless of whether a subcontractor must be identified at the time of Bid, each subcontractor must also be properly licensed to perform its scope of work.

➤ Bid Forms



BID FORMS

Your Bid package shall contain **10 Bid Forms.**

- **Bid Form 1:** Schedule of Quantities and Prices, Contractor Information
 - Base Year (5% of this amount is to be used for Bidder's Bond)
 - Option Year 1
 - Option Year 2
 - Option Year 3
 - Option Year 4
- **Total Bid Price** = Base Year + Option Year 1 + Option Year 2 + Option Year 3 + Option Year 4
- As per Section 2.3.2, the Contract will be awarded to the lowest responsive Bid and responsible Bidder ("Successful Bidder"), based on the "**Total Bid Price**".
- The Engineer's Estimate for the Work in this 5-year contract ranges from to **\$240,000 - \$350,000.**

➤ Bid Forms



BID FORMS

- **Bid Form 2**: Bidder's Bond (Minimum 5% of total amount for the Base Year)
 - Cash (not recommended)
 - Certified Check
 - Cashier's Check
 - Surety Company (Form must be acknowledged by a Notary)
- **Bid Form 3**: Designation of Subcontractors (0.5% of Total Bid Price or \$10,000, whichever is greater.)
- **Bid Form 4**: Listing of SBE Contractor or Subcontractors
- **Bid Form 5**: Supplemental Contractor and Subcontractor Information

➤ Bid Forms



BID FORMS

- **Bid Form 6**: Litigation Disclosure
(Disclose litigations within the last 5 years.)
- **Bid Form 7**: Certificate of Bidder
(Certify Division 5 Labor Code violation within the last 5 years.)
- **Bid Form 8**: Non-Collusion Declaration
(Declare no collusion.)
- **Bid Form 9**: Public Contract Code Statements
(Declare offences convicted of within the last 3 years.)
- **Bid Form 10**: References and Previous Experiences
(Minimum Experience Requirements and References)

➤ Contract Forms



CONTRACT FORMS

Winning Bidder

- Contract Form #1: Maintenance Agreement *
- Contract Form #2: Not Used
- Contract Form #3: Payment Bond *
- Contract Form #4: Listing of Subcontractors, Suppliers and Subconsultants
- Contract Form #5: Delegation of Authorized Representative

Notes: Contract Forms are not required at Bid Opening.

* Form must be acknowledged by a Notary.

➤ Insurance Requirements



INSURANCE REQUIREMENTS (Appendix A)

Winning Bidder

- **General Liability (GL): \$2M** (including umbrella/excess liability)
 - \$2M must be the GL primary policy limit per occurrence.
- **Automobile: \$1M** (including umbrella/excess liability)
 - \$1M must be the Automobile primary policy limit per occurrence.
- **Workers' Compensation: \$1M** per accident.
- **Umbrella policies:** if used, must have Drop Down and Follow Form provisions, and effective date concurrent with underlying policies.

➤ Insurance Requirements



INSURANCE REQUIREMENTS (Appendix A)

- **Insurance Certificate**

- In the “Description of Operations” box, you must refer to the **Contract No. M19147** and the Project Title “**Paint Gun Cleaner Maintenance**”.
- Must include copies of **all endorsements** required in Appendix A.
- Must disclose all **deductibles or self-insured retentions**.
- Deductibles or self-insured retentions **greater than \$50K** must be declared to and approved by VTA (Submit last three years’ Income Statement & Balance Sheet.)
- Any **exceptions** to Appendix A must be submitted to VTA for approval.
- Insurance must be in place and approved by VTA prior to contract **Notice To Proceed (NTP)**.
- The **renewal certificates** must be submitted to VTA within ten (10) business days prior to the expiration of insurance.

➤ Business Diversity



BUSINESS DIVERSITY

- Small Business Enterprise (SBE) Goal: **No specific goal**
- Acceptable SBE Registries:
<https://www.dot.ca.gov/programs/business-and-economic-opportunity/dbe-search>
<https://www.vta.org/obdp>
- Counting SBE Participation toward the Goal (**Appendix C**)
- **Bid Form 5** is to be submitted at the Bid Opening.
- Business Diversity Programs Phone Number
(408) 321-5962

➤ Contract Compliance



CONTRACT COMPLIANCE

PREVAILING WAGE REQUIREMENT

- All workers employed on public works projects must be paid the prevailing wage determined by the Director of the Department of Industrial Relations (DIR). This Contract is subject to the Prevailing Wage requirement.
- California DIR Wage Determination Weblink
<https://www.dir.ca.gov/oprl/DPreWageDetermination.htm>
 - Take note of Pre-Determined Increases on crafts with (**)
- Prime Contractor and Subcontractors must be registered with the CA Department of Industrial Relations at
<https://www.dir.ca.gov/Public-Works/Contractor-Registration.html>
- All Contractor licenses must be current.

➤ Project Details



DESCRIPTION OF WORK

For purposes of this Contract, the Work consists of providing to VTA (i) all personnel, transportation, equipment, materials, tools, supervision, and other items and services necessary for the maintenance of VTA-owned paint system equipment and (ii) the appropriate solvents as necessary to ensure (a) proper operation of the paint system equipment, (b) maintenance of the paint system equipment in proper operating condition, and (c) repair of the paint system equipment in compliance with manufacturer, state, and federal standards.

The Contract is for one Base year with four 1-year options.

The Work will be conducted within an operating rail yard and adjacent to and within existing shop facilities. This Work will be subject to restrictions to ensure safety and the continuing operations of the yard and shop and the light rail system.

The Engineer's Estimate for the Work in this 5-year contract ranges from **\$240,000 - \$350,000**.

➤ Questions and Answers



Our pleasure to answer
your questions ...

Agenda