

Welcome

to



Santa Clara Valley
Transportation
Authority

Solutions that move you

Pre-Bid Meeting

for

Contract M20076

Roofing Maintenance Services

➤ Objective

CONTRACT TITLE

- Contract M20076 – Roofing Maintenance Services

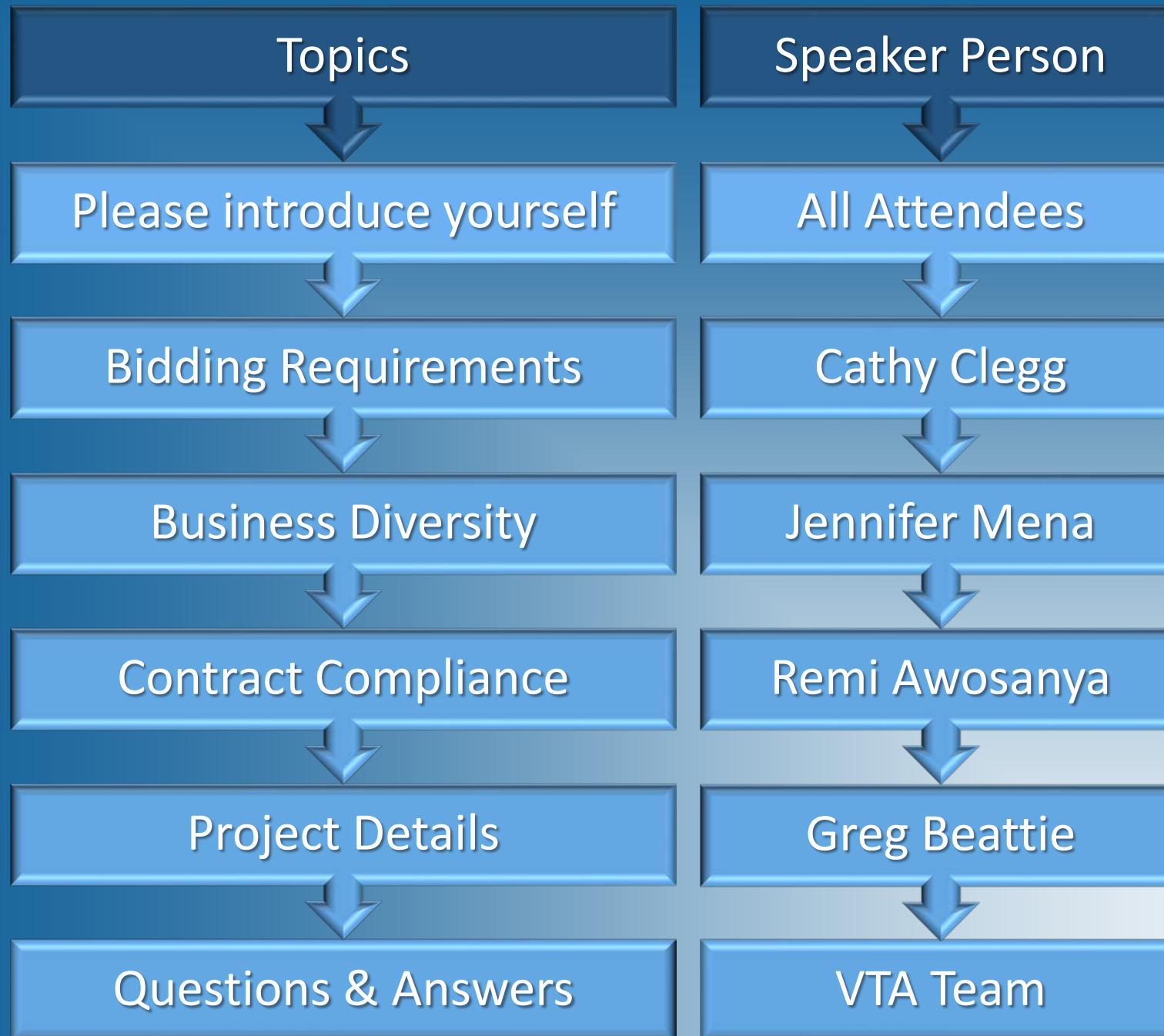
OBJECTIVE

- 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

- There will be no site tour following the Pre-Bid meeting

➤ Agenda of Meeting



➤ VTA Point of Contact



Name

- Cathy Clegg

Designation

- Construction Contracts Administrator

Email

- cathy.clegg@vta.org

Mailing Address

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

Communication Protocol

- Bidders may not communicate with VTA Directors, Officers, staff or consultants.

➤ Addenda and Q&A Sets



Q&A and RFI

- There is (1) RFI received as of today.
- As per **Section 1.11**, the deadline for submitting inquiries will be **2:00 PM, October 30, 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 three (3) working days after the issuance of the last addendum.

➤ Bid Opening



BID OPENING

- Date – Tuesday, November 6, 2020
- Time – 2:00 P.M.
- Location - 3331 North First Street, Building B
San José, California 95134-1927
Conference Room B104

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 B**.
- It is recommended that your Bid package is **hand-carried**.
- Make sure to **date and time stamp** your Bid package using the machine at the Front Lobby. Then hand your Bid package to the security guard.
- Bid Forms that are **not legible** will be considered Non-Responsive.

➤ Contractual Requirements



TIME FOR PERFORMANCE

- The base term of the Contract is one year (Base Year) with six (1)-year options. The total term of the Contract, including all Option Years, will not exceed 7 years.

SBE GOAL

- A Small Business Enterprise (“SBE”) participation goal of 1.37% has been established for this Contract.
- This topic will be elaborated later in this meeting.

➤ License Requirements



LICENSES

- Contractor must, **at the time of Bid Opening**, possess current licenses in the following classifications issued by the California Department of Consumer Affairs, Contractors State License Board:
License: **Class A, Class B or Combination of C-5 and C-39**
- 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 Bid submittal.

➤ Bid Forms



BID FORMS

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

- **Bid Form 1:** Schedule of Quantities and Prices, Contractor Information
- 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 contract ranges from to **\$2,000,000.00 - \$2,750,000.00.**

➤ Bid Forms



BID FORMS

- **Bid Form 2**: Bidder's Bond (Minimum 5% of the Total Bid Price)
 - Surety Company (Form must be acknowledged by a Notary)
 - Cashier's Check or Certified Check
- **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: Construction Agreement *
- Contract Form #2: Performance Bond *
- 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 Liability (AL): \$2M** (including umbrella/excess liability)
 - \$2M must be the Automobile Liability primary policy limit per occurrence.
- **Workers' Compensation: \$1M** per accident.
- **Railroad Protective Liability: \$2M**
- **Builder's Risk Insurance:** Contractor must procure and maintain at its own expense Builder's Risk insurance.

➤ Insurance Requirements



INSURANCE REQUIREMENTS (Appendix A)

➤ Insurance Certificate

- In the “Description of Operations” box, you must refer to the **Contract No. M20076** and the **Project Title “Roofing Maintenance at Chaboya Building A”**.
- Must include copies of **all endorsements** required in Appendix A.
- Must disclose all **deductibles or self-insured retentions**.
- Deductibles **greater than \$50K** must be declared to and approved by VTA (Must submit the current financial statement the ability to pay claims.)
- Any **exceptions** to Appendix A must be submitted with IFB response.
- The **renewal certificates** must be submitted to VTA within ten (10) business days from the expiration of insurance.

➤ Business Diversity

BUSINESS DIVERSITY

- Small Business Enterprise (SBE) Goal: **1.37%**
- Acceptable SBE Registries:
 - <https://dot.ca.gov/programs/civil-rights/dbe-search>
 - <https://www.vta.org/obdp>
 - www.caleprocure.ca.gov
- Counting SBE Participation toward the Goal (**Appendix C**)
- **Bid Form 5** is to be submitted two days after the Bid Opening.
- Business Diversity Programs Phone Number **(408) 321-5876**

➤ Contract Compliance



CONTRACT COMPLIANCE

A: ITB 3.5 Prevailing Wage Requirement

Prime Contractor and Subcontractors must be registered with CA Dept. of Industrial Relations (DIR). All licenses must be current.

This contract has State funding and is subject to payment of wages on all covered work working on site in accordance with the General Prevailing Wage Rate published by the following:

CA DIR Wage Determination Weblink-

<https://www.dir.ca.gov/oprl/DPreWageDetermination.htm>

> Take note of Pre-Determined Increases on crafts with (**)

Before Contract award - Subcontractor listing on Contract Form 4 prior to issuance of Notice to Proceed

After Contract award - Notify VTA on additional subcontractor to the project after issuance of Notice to Proceed

➤ Contract Compliance



CONTRACT COMPLIANCE

B: SC 6.13: SOUND CONTROL REQUIREMENTS

- Contractor must comply with all local sound control and noise level rules, regulations and ordinance applicable to any of the work.
- Noise level from Contractors operation between 9:00 PM and 6:00 AM shall not exceed 86 dbA at a distance of 50 feet.

C: SC 6.15: SAFETY PRECAUTIONS

- Assign competent work site safety personnel
- Submit Site Specific Work Plan
- Comply with State, Federal and local regulations regarding safety
- Submit Injury and Illness Prevention Plan (IIPP)

➤ Contract Compliance



CONTRACT COMPLIANCE

D: SC 6.26 : ENVIRONMENTAL COORDINATION AND COOPERATION

- ESCAPE Submittal
- Refer to Appendix G for list of Best Management Practices (BMPs).

E: GC 7.58: CERTIFIED PAYROLL

- Prime Contractor and all subcontractors are required to submit CPR's to CA DIR website in compliance to SB 854 law. DIR Project ID number to be provided by VTA.

➤ Contract Compliance



CONTRACT
COMPLIANCE

F: GC 7.59: SPECIAL WITHHOLDING

- VTA may withhold amounts from any payment otherwise due the Contractor as enumerated in the Contract documents GC 7.59 (a) to (i).

G: APPENDICES

- For reference, templates and blank forms.

➤ Project Details

DESCRIPTION OF WORK

For purposes of this Contract, Work consists of furnishing all labor, materials, tools, equipment, services, supervision, and incidentals necessary to perform roofing repair and replacement services at the designated Santa Clara Valley Transportation Authority Facilities including but not limited to biennial roofing maintenance, re-roofing designated buildings, emergency leak repairs, ceramic tile and flashing repairs, skylight repair or replacements, gutter repair and replacements, single-ply roofing repairs and modifications.

The Work will be conducted within, among other locations, 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.

➤ Questions and Answers



The questions and answers will not be included in the minutes. If you need a formal response to your inquiry, please email your questions to:

cathy.clegg@vta.org

We will publish the responses at the VTA website.

