

SECTION 1: NOTICE INVITING BIDS

1. Notice Inviting Bids

- a. **Date of Request** Thursday, January 26, 2017
- b. **Bid Number:** 17-2
- c. **Item Description:** MECHANICAL-ELECTRICAL SERVICES; FIRE AND LIFE SAFETY; HEATING, VENTILATING, AND AIR CONDITIONING SYSTEMS (HVAC).
- d. **Obtaining Bid Documents:** A copy of the Bid Package may be obtained by mail or in person from Public Works Department, Facilities Services Bureau at 345 Foothill Road, Beverly Hills, CA 90210.
- e. **Bid Opening:** Thursday, February 23, 2017, 2:00 p.m. (PST)
- f. **Due Date and Location for Submittals:** Sealed bids will be received at all times during normal business hours prior to the Bid Opening, at the City Clerks Office, 455 North Rexford Drive, Room 290, Beverly Hills, CA 90210. All bids must be in writing and must contain an original signature by an authorized officer of the firm. Electronic bids (i.e., telephonic, FAX, etc.) are **NOT** acceptable. All bids shall clearly contain on the outside of the sealed envelope in which they are submitted:

BID PACKAGE 17-2: MECHANICAL-ELECTRICAL SERVICES; FIRE AND LIFE SAFETY; HEATING, VENTILATING, AND AIR CONDITIONING SYSTEMS (HVAC).
- g. **Contractor's License:** In accordance with provisions of Section 3300 of the California Public Contract Code, the City has determined that the Contractor shall possess a valid California Contractor's License Class B or other appropriate license classification under the State Contracting Code at the time the contract is bid. Failure to possess such license may render the bid non responsive and bar the award of the contract to that non responsive Bidder.
- h. **Liquidated Damages:** There shall be a \$500.00 assessment for each and every calendar day work remains undone after date fixed for completion.
- i. **Registration with the Department of Industrial Relations:** In accordance with Labor Code Sections 1725.5 and 1771.1, no contractor or subcontractor shall be qualified to bid on, be listed in a Bid, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, unless currently registered and qualified to perform public work pursuant to Section 1725.5 [with limited exceptions for Bid purposes only under Labor Code Section 1771.1(a)].
- j. **Prevailing Wages:** In accordance with the provisions of Sections 1770 et seq., of the Labor Code, the Director of the Industrial Relations of the State of California has determined the general prevailing rate of wages applicable to the work to be done. The Contractor will be required to pay to all persons employed on the project by the Contractor sums not less than the sums set forth in the documents entitled "General Prevailing Wage Determination made by the Director of Industrial Relations pursuant to California Labor Code, Part 7, Chapter 1, Article 2, Sections 1770, 1773, 1773.1." These documents can be reviewed in the office of the City Clerk or may be obtained from the State.
- k. **Pre-bid Conference Date and Location:** A **mandatory** pre-bid conference will be held on Thursday, February 9, 2017 at 9:00 a.m. (PST) at 345 Foothill Road, Beverly Hills. Please RSVP to this meeting by Tuesday February 7, 2017 at 5:00 p.m. (PST) to Terry Wagner, Facilities Maintenance Manager at twagner@beverlyhills.org and CC: to Logan Phillippo, Management Analyst at lphillippo@beverlyhills.org.

l. **Insurance:** Upon award of contract, Contractor will be obligated to file certificates of insurance evidencing coverage as specified in the bid documents and in a form acceptable to the City. The certificates shall be on the City's standard proof of insurance form.

m. **Contact Person:** A bidder or potential bidder who has a procedural question should submit all inquiries to Terry Wagner, Facilities Maintenance Manager at twagner@beverlyhills.org and CC: to Logan Phillippo, Management Analyst at lphillippo@beverlyhills.org. A substantive question must be submitted in writing **no later than Thursday, February 16, 2017 at 5:00 p.m. (PST)** and a copy of all questions received plus corresponding written responses will be emailed to all parties that have obtained a bid package and attended the mandatory pre-bid conference.

THE CITY OF BEVERLY HILLS RESERVES THE RIGHT TO REJECT ANY BID OR ALL BIDS AND TO WAIVE ANY INFORMALITY OR IRREGULARITY IN ANY BID. ANY CONTRACT AWARDED WILL BE LET TO THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER.