

NOTICE TO CONTRACTORS
JOB ORDER CONTRACT
Bid Solicitation #IFB2023-2024-06JT
Job Order Contract #2023-2024
California State University, Chico
400 West First Street, Chico, CA 95929

The Trustees of the California State University will receive sealed bid proposals from pre-qualified Contractors in Kendall Hall Room 206, at the above address, for furnishing all labor and materials for Job Order Contract, Invitation for Bid #IFB2023-2024-06JT, for California State University, Chico.

Proposals will be received at the above-mentioned location **until 2:00 p.m. on January 23rd, 2024**, in accordance with the contract documents, at which time the proposals will be publicly opened and read.

Bids *mailed* in advance of the bid-opening date should be addressed to: Procurement & Contract Services 400 West 1st Street Chico, CA 95929. Proposals must be submitted sufficiently in advance of the bid opening to ensure delivery prior to the specified opening time. California State University, Chico assumes no responsibility for delay in delivery of the proposal either by the United States Post Office, by Campus Mailroom, or by any other means.

This Notice to Contractors is for the award of three (3) Job Order Contracts (JOC), which is a competitively bid, firm fixed priced, indefinite quantity contract. The Contract scope of work includes a collection of detailed repair and construction tasks and specifications that have established unit prices. It is awarded to the “Contractor” for the accomplishment of repair, alteration, modernization, maintenance, rehabilitation, demolition and construction of infrastructure, buildings, structures, or other real property. The University issues to the Contractor discrete, fixed-price task or job orders, as needed, under the contract. Under the JOC concept, the Contractor furnishes all management, documentation, labor, materials, and equipment needed to perform the work.

Each JOC awarded under this solicitation will have a minimum total contract value of \$0.00 and a maximum total contract value of \$1,000,000 with the option to increase to the State maximum of \$3,000,000. There is no minimum value for scopes of work (Job Orders) awarded under this contract. The term of the contract to be awarded will be for 12 months, unless the maximum value of the contract is achieved prior to the completion of the contract term.

No contractor is to be awarded more than one JOC from the bids solicited by the University. The determination for award will be on the basis of which three (3) contractors submitting bids, results in the lowest total overall cost to the University. The Trustees reserve the right to reject any or all bids.

As a condition of bidding, prospective bidders **must** attend a **mandatory pre-bid conference**. The pre-bid conference will be held on **December 21st, 2023 at 9:00 am** for the purpose of discussing the JOC concept, documents, and bid considerations and to discuss JOC from a contractor’s viewpoint. Contractors who attend the mandatory pre-bid conference will have access to JOC bidding documents. This mandatory pre-bid conference will be held over an online meeting format using the following link:

[CSU Chico JOC Contract 2023 Pre-Bid Meeting](#):

For questions, or of your intentions to attend this meeting, please contact Jennifer Thayer, Procurement & Contract Services by email at jthayer@csuchico.edu, or telephone 530-898-6516.

Bidders must be prequalified with the Trustees and shall have a prequalification rating of at least one million dollars (\$1,000,000.00). Bidders shall register and log in to “PlanetBids” to apply for prequalification at www.calstate.edu/contractor-prequalification and must also meet the criteria contained in a Supplementary Prequalification Form provided in the Invitation for Bids documents, in order to bid this contract. The completed form is to be submitted via email to cocm.prequal@calstate.edu. Both the on-line financial prequalification application and supplementary form are to be submitted no less than ten (10) Business Days prior to the date set for opening bids and be approved not less than one (1) Business Day prior to the date set for opening bids. The Trustees’ Prequalification Coordinator will notify bidders of their status in writing, and the decision of the Trustees’ Prequalification Coordinator is final.

This contract is for public works projects and is subject to prevailing wage rate laws (see Contract General Conditions, Article 4.02-c). All contractors and all tiers of subcontractors bidding on this project shall register to bid public works projects with the Department of Industrial Relations (DIR), and maintain current this registration pursuant to Labor Code Section 1725.5. Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register.

Each bidder offering a proposal must comply with all provisions of the Contract General Conditions for Job Order Contracts (note Article 2.00 et. seq), Supplementary General Conditions to Contract General Conditions for Job Order Contracts, and Special Conditions for Job Order Contracts. Bidders should familiarize themselves with all the provisions, especially:

- Article 02.02 of the Contract General Conditions for Job Order Contracts, regarding the necessity to prequalify with the Trustees, paying special attention to the prequalification requirements;
- Article 02.05-III of the Contract General Conditions for Job Order Contracts, regarding the necessity to provide Bid Security in the amount of \$25,000 in the payment forms specified, and the successful bidder will be required to provide Performance and Payment Bonds equal to 100% of the maximum contract amount; and
- Article 04.02 of the Contract General Conditions for Job Order Contracts regarding the payment of prevailing wage rates.

Small Business Preference: The Trustees shall give a small business a bid advantage of five percent to contracting firms that have been certified as a “Small Business” by the Department of General Services, Office of Small Business and DVBE Services, in accordance with Contract General Conditions (and Supplementary General Conditions) for Job Order Contracts, Article 2.11, Small Business Five Percent Bid Advantage.

DVBE Incentive: The Trustees *REQUIRE* the successful bidder to achieve a required minimum of 3% DVBE participation in each construction project under the Job Order Contract as established in the bidding documents. Additionally, the Trustees are granting a bid incentive for evaluation purposes only to bidders that exceed the three (3) percent DVBE participation requirement. The level of DVBE incentive will correlate to the level of participation; that is, the more DVBE participation proposed, the higher the incentive. The bid incentives are as follows:

DVBE Participation	Incentive
3.00% to 3.99%	None
4.00% to 4.99%	1%
5.00% to 5.99%	2%
6.00% or more	3%

The DVBE incentive may not exceed \$50,000 when used in combination with the Small Business Preference; the cumulative adjustment amount shall not exceed \$100,000. If the lowest responsive, responsible bid is a California certified small business, the only bidders eligible for the incentive will be California certified small businesses.

It will be the responsibility of each bidder to obtain a bid proposal package in sufficient time to fulfill requirements therein. Bid proposal packages are obtainable only by prequalified contractors, licensed in the State of California with a “B” license, and registered with the DIR to bid public works projects. Evidence of prequalification must be submitted to the following office prior to receiving a bid package. Bid packages must be requested from the University, located at California State University, Chico, Procurement & Contract Services, 400 W. First Street, Chico, CA 95929, Attention: Jennifer Thayer, Contracts Coordinator; Email: jthayer@csuchico.edu; Phone: 530-898-5237. Contractors may contact this person for additional information.

The Invitation for Bid documents are linked on CSU, Chico’s Procurement & Contract Services website and can be viewed, printed and/or downloaded at <https://www.csuchico.edu/purc/supplier-vendor-info/current-bids.shtml>.

-End Notice to Contractors-