

NOTICE TO CONTRACTORS
JOB ORDER CONTRACT
Bid Solicitation #IFB2021-03MM
Job Order Contract #2021A
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 #IFB2021-03MM, for California State University, Chico.

Proposals will be received at the above-mentioned location **until 3:00 p.m. on September 22, 2021**, 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 95929-0244. 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 four (4) 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 four (4) 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 **September 1, 2021 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: <https://csuchico.zoom.us/j/85926879330?pwd=dmV5STk4T2FndkJPShg5MEIxaU9rUT09>
For questions, or of your intentions to attend this meeting, please contact Michael McNairn, Procurement & Contract Services by email at mjmcnairn@csuchico.edu, or telephone 530-898-5237.

Each bidder offering a proposal must comply with bidding provisions of Article 2.00 et seq. of the Contract General Conditions. The bidder should familiarize itself with all the provisions of the Contract General Conditions, and Supplementary General Conditions, especially Article 2.02 regarding prequalification with the Trustees, and Article 4.02(c) regarding the prevailing wage rates.

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. Bidders shall verify, under oath, the completed prequalification application, and shall submit the completed prequalification application at least 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 shall submit with his bid a Bid Bond in the amount of \$25,000. Payment & Performance bonds in the amount of 100% of the awarded maximum contract value will be required (see Contract General Conditions Article 3.03).

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 \$100,000 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 95929-0244, Attention: Michael McNairn, Contracts Coordinator; Email: mjmcnairn@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>.

Special note regarding COVID-19 Processes:

Due to COVID-19, a normal bidding process has been modified. The following is a summary of the changes:

1. The in-person mandatory pre-bid conference will take place over an electronic online meeting format.
2. Bids can be received in person or by mail.
3. The public opening will be done over an electronic online meeting webinar format. (Meeting link will be posted on the CSU, Chico website: <https://www.csuchico.edu/purc/supplier-vendor-info/current-bids.shtml>)
4. University personnel are partially working remotely. Best method of contact is through email.
5. Contractors/Suppliers/Vendors that are required to come to any campus building or facility shall:
 - a. Conduct symptom monitoring daily prior to coming on campus.
 - b. Maintain physical distancing at all times.
 - c. Wash hands and/or use hand sanitizer frequently.
 - d. Wear face coverings in common and public indoor spaces, parking structures, elevators, and outdoors when physical distancing is not possible. Refer to the current CDPH Guidance for Face Coverings at <https://www.cdph.ca.gov> for additional information and limited exceptions.

-End Notice to Contractors-