

CITY OF CITRUS HEIGHTS

NOTICE TO PROPOSERS

SEALED PROPOSALS shall be received at the office of the City Clerk, City Hall, 6360 Fountain Square Drive, Citrus Heights, California, until the hour of **1:00 p.m.** on **Friday, April 3, 2020** at which time they will be publicly opened and read for the City of Citrus Heights, California **Citrus Heights Community Center Audio Visual Equipment Replacement, Financing, Purchase, Installation and Training Project.**

The work to be performed consists, in general of replacing existing audio visual equipment within the Citrus Heights Community Center; providing three lease to purchase options as well as training and support for the length of the lease period. To be considered responsive, Proposals must be for the entire scope of work as presented in the bid plans and specifications include completed proposal forms, guarantee and supplemental information.

An electronic copy of the specifications, Proposal Documents, Agreement and other Contract Documents is available on the City's website at no cost. Proposers may also obtain the documents at the office of the General Services Department, City Hall, 6360 Fountain Square Drive, Citrus Heights, California, with a nonrefundable charge of \$25.00 for pick up and \$30.00 for mailing. It is the proposer's responsibility to check the city's website for any updated information at least 24 hours prior to the scheduled proposal opening.

In accordance with the provisions of Section 1770 of the Labor Code of the State of California, the Director of the Department of Industrial Relations has ascertained the general prevailing rate of wages applicable to the work to be done in accordance with the standards set forth in Section 1773 and which is filed in the office of the City Clerk.

The successful bidder shall pay not less than the specified prevailing wage rates to all laborers, workers, and mechanics employed in the performance of the work specified herein. The successful bidder will be required to post a copy of the general prevailing rates per diem wages in a conspicuous place at the job site forthwith upon undertaking the public work called for herein. The successful bidder shall also keep an accurate certified payroll record in accordance with requirement set forth in Labor Code Section 1776 and the Contract Documents.

Each proposal must be accompanied by cash, cashier's check, certified check or Proposal Guarantee Bond made payable to the City of Citrus Heights in the amount of 10% of the total proposal amount, such guaranty to be forfeited should the proposer to whom the contract is awarded fail to enter into the contract within the time period required by the Contract Documents.

No proposal will be accepted unless it is submitted on the proposal form furnished by the Project Manager and is for the entire work described herein. The Proposal Guarantee bonds for the three acceptable lowest proposers shall be retained until the City Council has accepted the successful proposer. All other Proposal Guarantee Bonds shall be returned to the proposer five (5) working days after proposal opening. The Contract shall be awarded, if an award is made, to the lowest responsive and responsible bidder within sixty (60) calendar days from the date the proposals are publicly opened and declared. If the award is not made within that period, all proposals submitted are deemed rejected by the City Council and all remaining Proposal Guarantee Bonds shall be returned to the proposer. The successful proposer shall apply for and obtain at its costs any permits required for all work, except as otherwise specified in the Contract Documents.

A proposer may propose one or more "equals" or substitutions for products listed in the Contract Documents by manufacturer name, brand or model number, unless the Contract Documents specify that the product is necessary to match others in use. Complete information for products proposed by a proposer as an equal must be submitted to the Project Manager for review, no later than March 25, 2020 by 2:00 PM in accordance with the Instructions to Proposers contained in the Contract Documents.

Pursuant to Public Contract Code section 22300, proposers may substitute securities for any monies which the city may withhold pursuant to the terms of this Contract to insure performance. Such securities must be furnished on a form acceptable to the city and by a company, acceptable to the city, that is authorized and licensed by the Insurance Commissioner as an "admitted surety insurer" and which maintains at least one officer in California for conducting business. Prior to such approval, the surety shall provide the documentation required by California Civil Code Section 995.660.

The City of Citrus Heights reserves the right to reject any or all proposals or portions thereof, to accept a proposal or portion thereof and to waive any minor informality or irregularity.

The license classification required for this project is a Class C-7 issued by the State of California. The license must be active and in good standing as of the date of receipt of proposal s and must be maintained in good standing throughout the term of the contract. For contracts involving federal funds, the license must be active and in good standing as of the date of the Contract award and must be maintained in good standing throughout the term of the contract.

Each proposer, and any subcontractor listed in a bid proposal pursuant to Public Contract Code Section 4104, must be currently registered with the Department of Industrial Relations and qualified to perform public work consistent with Labor Code section 1725.5, except in limited circumstances as referenced in Labor Code section 1771.1(a).

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. All contractors must be registered with the Department of Industrial Relations, as well as with System for Award Management (SAM).



Amy Van, City Clerk

3/16/2020

Date