

CITY OF PACIFIC GROVE
DEPARTMENT OF PUBLIC WORKS
NOTICE INVITING SEALED BIDS FOR THE
CONSTRUCTION OF TWO OUTBUILDINGS
AT THE POINT PINOS LIGHTHOUSE

The City of Pacific Grove invites sealed bids for the construction of two outbuildings at the Point Pinos Lighthouse.

All bids submitted shall meet the following terms and conditions:

1. Bids shall be delivered to the office of the City Clerk at City Hall, 300 Forest Avenue, Pacific Grove, CA 93950, not later than 3:00 PM on Friday, April 5, 2013, at which hour and date all bids will be publicly opened and examined. Bids shall be submitted in a sealed envelope, and the outside of the envelope shall be clearly marked, "SEALED BID FOR CONSTRUCTION OF TWO OUTBUILDINGS FOR THE POINT PINOS LIGHTHOUSE". It is sole responsibility of the bidder to see that his bid is received in proper time. Any bids received after the scheduled closing time will be rejected.

2. Any bidder may withdraw his or her bid, either personally or by telegram or written request at any time prior to the scheduled closing time for receipt of bids, but no bidder may withdraw his or her bid for a period of thirty (30) days after the opening thereof.

3. All bids submitted shall include a completed "Proposal", identifying unit costs. The work performed under this contract must conform to requirements of the project plans and specifications, which are included in the bidder package.

4. The contract will be awarded to the lowest responsible bidder (as defined in the City purchasing regulations) whose work, in the opinion of the City Council will best meet the requirements of the City of Pacific Grove. It is clearly understood by all bidders that said Council reserves the right to reject any and all bids and to waive informalities in said bids.

5. In accordance with City Resolution No. 5874, the City is not governed by State prevailing wage law (Labor Code Section 1770) with respect to this project.

6. A Bidder's Package, including a bidders set of plans and specifications, special requirements and a sample contract may be viewed and an electronic copy can be obtained at the City Clerk's Office, located at 300 Forest Avenue, Pacific Grove, CA, 93950, (831) 648- 3181.

7. The contact person for technical questions concerning project plans and specifications is Douglas Howe. His contact information is dougandmaryjo@att.net, or at 831-647-1774. A mandatory pre bid meeting will be conducted on Tuesday March 26, 2013 at 10:00am, at the Point Pinos Lighthouse, Located at 80 Asilomar Boulevard, Pacific Grove CA, 93950. Bids will not be accepted from Contractors who have not attended the Mandatory pre-bid meeting. Questions concerning the bid process and general project information should be directed to Daniel Gho, City of Pacific Grove Parks and Recreation Manager via e-mail at dgho@ci.pg.ca.us or by phone at (831) 648-5781.



David Concepcion
City Clerk

Dated: _____ 3/14/13 _____

Special Provisions and Requirements

Special Provisions

The City of Pacific Grove and the Pacific Grove Heritage Society have been conducting a multiyear restoration and improvement plan to the Point Pinos Lighthouse, and many of the aspects of the plans obtained for this RFP have been completed or will be completed at a later time. This plan covers many of the projects that we intend to complete, but for the purposes of this RFP we are asking for proposals for the construction of the two outbuildings, the gift shop and restroom. Please see below for further explanation.

- Page A1.1 will need to be excluded as it has no relevance to the construction of the two outbuildings, but can be used as a site map reference.
- Page A1.2 will be used only to determine the sewer line connections. The City of Pacific Grove has already upgraded the existing sewer line from the North of the manhole noted on A1.2 to Asilomar Boulevard. It will be the Contractor's responsibility to install a new sewer line from the new restroom to the manhole located within the existing A.C. paving located to the North of the Point Pinos Lighthouse property. The existing A.C. paving will not be removed at this time as we will use this area as an equipment and material staging area, and the removal shall not be included in the proposal. Pipe bursting under the existing A.C. will need to occur. The walk ways and enclosed garden will not be part of the proposal.
- Page A4, details A4.1- 15 and A4.1-16 are the only two details that will need to be included in the proposal. All fencing, Archway, and signage not related to the bathrooms will not be part of this proposal.
- Page 8 is the landscaping Plan and this will not be part of the proposal.

The proposals shall include all exterior and interior and underground infrastructure noted in these plans that is associated with the construction of the two new outbuildings. Please do not include the items listed above as part of your proposal.

Description of Required Services and General Conditions

1. The CONTRACTOR shall furnish all labor, materials, tools and equipment necessary for improvements and construction set forth in the bidding packet.
2. All work performed, methods, and equipment used shall be in conformance with the Prevailing State and Federal Occupational Safety and Health Act (OSHA). Cost from delays and stoppages by OSHA inspectors or the designated representatives, as a result of non-conformance, shall be solely borne by the CONTRACTOR.
3. The CONTRACTOR shall be solely responsible for the safety of the patrons of the Lighthouse grounds during regular business hours.
4. The CONTRACTOR shall be responsible for site cleanup daily after work has been performed. All construction debris, excess soils from excavation, demolition debris, packing materials, and any other debris produced during the construction and improvements at the Point Pinos Lighthouse shall be the responsibility of the CONTRACTOR, for proper disposal.

5. All necessary permits associated with the construction and improvements set forth in the bidding packet will be the sole responsibility of the CONTRACTOR.
6. The Contractor shall be unbiased and vendor neutral.
7. The City intends to recommend award of a contract to the City Council for the requested services within one (1) month of receipt of the proposals. The Contractor shall be prepared to commence work immediately upon execution of a contract with the City.
8. Unless otherwise specified all costs listed are firm for the term of the contract.

Requirements

a. The proposal must include:

- Description of organizational structure, other business affiliations, number and location of offices, and total number of professional staff. If sole proprietor, description of business affiliations.
- Project Experience: Narrative description, accompanied by examples of reports or other related deliverables of projects similar in scope to the one covered by this RFP.
- References.

b. Proposal Content Requirements

- Title Page
- Table of Contents
- Experience and Qualifications
- Pricing / Hourly Rate
- Construction Cost

c. Expected Timeline

- RFP issued- March 15, 2013
- RFP closes- April 5, 2013
- Mandatory Pre Bid Meeting at Point Pinos Lighthouse March 26, 2013 at 10:00am
- City Council Approval- April 17, 2013

Addenda to the Request for Proposals

In the event that it becomes necessary to revise any part of this RFP, addenda will be provided to all Agencies invited to respond, and will be posted to the Bidders Packet.

Proposal Title Sheet for City of Pacific Grove Construction of Two Outbuildings at the Point Pinos Lighthouse

Date: _____

I/We _____ the undersigned, do hereby propose to furnish the City of *Pacific Grove, California*, a Construction Proposal, in accordance with all terms and specifications contained herein:

Attach one (1) copy of your proposal package.

Name of Firm: _____

Signature & Title: _____

Address: _____

Phone Number: _____

Fax Number: _____

Contractor shall answer to the following questions by circling the appropriate response or completing the blank provided:

Company Profile:

Is your firm? (Please circle one)

- | | | | |
|----|---------------------|-----|----|
| A. | SOLE PROPRIETORSHIP | YES | NO |
| B. | PARTNERSHIP | YES | NO |
| C. | CORPORATION | YES | NO |

List Legal Names of Company:

Total Number of Employees _____

References: List at least three (3) local agencies of same general size and billing numbers and frequency where the same/similar services, as stated herein, have been provided. (Note: lack of three comparable agencies will not disqualify proposer.)

LOCAL AGENCY NAME _____

Contact Person _____ Title _____

Address _____ City _____ State _____ Zip _____

Phone Number _____

LOCAL AGENCY NAME _____

Contact Person _____ Title _____

Address _____ City _____ State _____ Zip _____

Phone Number _____

LOCAL AGENCY NAME _____

Contact Person _____ Title _____

Address _____ City _____ State _____ Zip _____

Phone Number _____

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Please List all Sub Contractors and License # that will be affiliated for the Construction of the two outbuildings.

- _____
- _____
- _____
- _____
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- _____
- _____