

NOTICE INVITING INFORMAL BIDS

Corporation Yard Building Solar Project

INFORMAL BIDS will be received by the CITY OF SARATOGA (CITY) until **Monday, October 24, 2011 at 10:00 am** for the **Corporation Yard Building Solar Project**.

Informal Bids shall be submitted to Saratoga City Hall addressed and noted as follows:

“Public Works Director

City of Saratoga
13777 Fruitvale Ave.
Saratoga, CA 95070

Corporation Yard Building Solar Project”

Following the closure of the informal bid submittal period, a decision to award a contract for performing the following work will be made.

Summary of Work to be Performed: Contractor shall furnish all necessary management, supervision, labor, materials, tools, supplies, equipment, plant, services, engineering, testing and/or any other act or thing required to diligently and fully perform and complete the work. The work also includes mobilization, installation of 78 PV solar panels (42 of the 78 panels will be provided for no charge – see Construction Agreement for more details) on north-facing portion of the City of Saratoga Corporation Yard building to create 5 degrees minimum angle towards south (the angle between the roof plane and the face of solar panels will be approximately 10 degrees). The work also includes interconnecting wiring between the solar panels, grounding, supplying and installing inverters, concrete pad for inverters, AC combiner panel for inverters outputs, switching service between two existing panels approximately 40 feet apart, all electrical conduits, wires, breakers, connections, conductors, junction boxes, gutters, switches, and all other equipment not listed here but necessary to complete the work. The work includes design, supply and installation of support system for solar panels to create reverse tilt as described above and preparation of shop drawings of the support system and its elements to the City satisfaction and other work not specifically mentioned herein, but which may be required as directed by CITY or its designated representative to complete the work.

The work is described in detail in following attached documents:

- Notice Inviting Informal Bids dated October 13, 2011
- City of Saratoga Construction Agreement
- Technical Specifications prepared by Michael Mora, dated October 2011

- Sheet S.0 prepared by TKJ Structural Engineering, dated Sept. 19, 2011 with structural notes and an example attachment to roof
- Example support system for solar panels
- Solar panel specifications

CITY hereby notifies all Bidders that it will affirmatively ensure that in regard to any contract entered into pursuant to this Invitation for Informal Bid, Disadvantaged Business Enterprises (DBE's) will be afforded full opportunity to submit Bids in response to this invitation and will not be discriminated against on the basis of race, color, sex, national origin, in consideration for an award.

Project is to be completed within thirty (30) calendar days from the date specified in the Notice to Proceed. Additional time may be provided if PG&E review, approval and/or permit are required. **The Contractor shall pay to the City of Saratoga the sum of THREE HUNDRED DOLLARS (\$300) for each and every calendar day's delay in finishing the work in excess of the calendar day completion time.**

Bidders may obtain more information regarding the project at City of Saratoga Public Works Department, 13777 Fruitvale Avenue, Saratoga, CA 95070, 408-868-1239.

The mandatory pre-bid site walk is scheduled for 2:00 p.m. on Tuesday, October 18, 2011 in Saratoga Corporation Yard located at 19700 Allendale Avenue, Saratoga, CA 95070. Please note that you must attend this meeting to bid on the project.

Request for information and questions shall be received in writing no later than 5:00 pm on Wednesday, October 19, 2011. All questions should be addressed to Iveta Harvancik, Public Work Department, 13777 Fruitvale Avenue, Saratoga, CA 95070; phone and fax number (408) 868-1274 or email iharvancik@saratoga.ca.us .

Pursuant to California Labor Code Section 1771, the successful bidder and all subcontractors shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Copies of such prevailing rate of per diem wages are available for view at the City of Saratoga Department of Public Works.

Pursuant to California Public Contract Code Section 3300, City has determined that the Contractor shall possess a valid Class A (General Engineering Contractor) or Class B (General Building Contractor) AND Class C10 (Electrical Contractor) license at the time that the bid is submitted. The contractor shall also possess a valid City of Saratoga Contractor's Business License at the time the contract is awarded. Failure to possess the specified license shall render the bid non-responsive.

The successful bidder shall insure that employees and applicants for employment are not discriminated against on the basis of age, color, race, national origin, ancestry, religion,

sex, sexual preference, or marital status, and shall comply with the Americans with Disabilities Act.

CITY reserves the right to reject any and all bids, or to waive any irregularities or informalities in any bid or in the bidding procedure, or to postpone the bid opening or award for good cause.

Bid Award: The award of the contract, if it is to be awarded, will be to the lowest responsive responsible bidder whose proposal complies with all the requirements of the bid documents. The award will be based on the Total Base Bid.

Bid bond is not required. Please submit completed page 15 of the Construction Agreement (bid schedule).

All bid documents are available on the City of Saratoga web site:

www.saratoga.ca.us under “What’s New” – “Bids and RFPs”.

Any questions concerning this bid should be addressed in writing to Senior Engineer Iveta Harvancik, Public Work Department, 13777 Fruitvale Avenue, Saratoga, CA 95070; phone and fax number (408) 868-1274 or email iharvancik@saratoga.ca.us .

October 13, 2011