

DOCUMENT 00100

NOTICE TO BIDDERS

Notice is hereby given that the Governing Board of the Menlo Park City School District will receive sealed bids for the following project: **Encinal Elementary School – Teachers Educational Resource Center (TERC)**. **Sealed Bids will be received until 2:00 pm on April 29, 2008** at the District Office, 181 Encinal Avenue, Atherton, CA 94027, at or after which time the bids will be opened and publicly read aloud. Any claim by a bidder of error in its bid must be made in compliance with section 5100 et seq. of the Public Contract Code. Any bid that is submitted after this time shall be considered non-responsive and returned to the bidder.

The project scope consists of:

Construction of a new wood framed, approximately 12,000sf partial two-story building, including all HVAC, plumbing, automatic fire protection system and electrical systems. Construction of associated site improvements including adjacent parking area, landscaping, concrete paving and all utility connection, on-site and off-site sanitary sewer and fire protection water.

The Engineer's estimated value of this Project is \$3,500,000.

All bids shall be on the form provided by the District. Each bid must conform and be responsive to all pertinent Contract Documents, including, but not limited to, the Instructions to Bidders.

To bid on this Project, the Bidder is required to possess a valid State of California Contractor License, and shall comply with the State Labor Code and DVBE subcontracting requirements. The Bidder's license(s) must remain active and in good standing throughout the term of the Contract.

A bid bond by an admitted surety insurer on the form provided by the District, cash, or a cashier's check or a certified check, drawn to the order of the Menlo Park City School District, in the amount of ten percent (10%) of the total bid price, shall accompany the Bid Form and Proposal, as a guarantee that the Bidder will, within seven (7) calendar days after the date of the Notice of Award, enter into a contract with the District for the performance of the services as stipulated in the bid.

The successful Bidder shall be required to furnish a 100% Performance Bond and a 100% Payment Bond if it is awarded the contract for the Work.

The successful Bidder may substitute securities for any monies withheld by the District to ensure performance under the Contract, in accordance with the provisions of section 22300 of the Public Contract Code.

The Contractor and all Subcontractors under the Contractor shall pay all workers on all work performed pursuant to this Contract not less than the general prevailing rate of per diem wages and the general prevailing rate for holiday and overtime work as determined by the Director of the Department of Industrial Relations, State of California, for the type of work performed and the locality in which the work is to be performed within the boundaries of the District, pursuant to sections 1770 et seq. of the California Labor Code. Prevailing wage rates are also available from the District or on the Internet at: <<http://www.dir.ca.gov>>.

"No discrimination shall be made in the employment of persons upon public works because of the race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, or sex of such persons, except as provided in Section 12940 of the Government Code, and every contractor for public works violating this section is subject to all the penalties imposed for a violation of this chapter."

A non-mandatory pre-bid conference and site visit will be held on April 9, 2008 at 1:00 PM at Encinal Elementary School, 195 Encinal Avenue, Atherton, California. We will meet in front of the District Office. The Site Visit is expected to take approximately one hour. If you are unavailable to attend the scheduled time, please call RGM and Associates to make arrangements for a site visit.

Plans and specifications are available for review and purchase at Ford Graphics- Plan Well www.fordsfoplanwell.com on April 8, 2008. Plans will also be made available at the pre-bid conference. Sets are \$150.00 non-refundable, checks shall be made out to MPCSD. All inquiries concerning this bid shall be directed to Brenda Rasmussen, RGM and Associates, Ph: (650) 473-9118, Fax: (650) 473-9126, or via email at brenda@rgmassociates.com.

The Board reserves the right to reject any and all bids and/or waive any irregularity in any bid received. If the District awards the Contract, the security of unsuccessful bidder(s) shall be returned within sixty (60) days from the time the award is made. Unless otherwise required by law, no bidder may withdraw its bid for ninety (120) days after the date of the bid opening.

The District shall award the Contract, if it awards it at all, to the lowest responsive responsible bidder based on the base bid amount.

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