



**NOTICE INVITING BIDS FOR
THE ON-CALL GENERAL MAINTENANCE AND REPAIR SERVICES PROJECT
SPECIFICATION NO. SD 21-08**

NOTICE IS HEREBY GIVEN that the City of Oxnard, California (“City”) invites sealed Bids for the On-call General Maintenance and Repair Services Project, Specification No. SD 21-08 (the “Project”). The City will receive such Bids at Oxnard City Hall, 300 West Third Street, Fourth Floor, Oxnard, California 93030 (“City Hall”), Attn: City Clerk until 12:00 p.m. on November 4, 2020. Due to COVID-19 restrictions, City Hall is not currently open to the public. Bidders are strongly encouraged to use the United States Postal Service or other package delivery service for the delivery of their bid. Hand delivery of bids may only be made to the back door of the City Hall building. Bidders are to clearly label their bid envelope with the project name and Specification number, and to call the phone number on the back door of City Hall, and a City Clerk staff member will come to the door to receive the bid.

There will not be a public bid opening for this Project. Instead, there will be a teleconference call of the bid opening at 3:00 p.m. on November 5, 2020. The number to join the call is 617-675-4444 and the pin number is 832 670 841 2595#. Bid results will also be posted to the Cybercopy plan room, and to the City website at <https://www.oxnard.org/city-department/finance/bid-results/>.

SCOPE OF WORK. The the 2018 edition of the Standard Specifications for Public Works Construction and the 2019 Errata No. 1 to the Standard Specification for Public Works Construction 2018 Edition (collectively the “Greenbook”) is incorporated by this reference. As more specifically described in the Contract Documents, the Project includes furnishing all necessary labor, tools, equipment and other incidental and appurtenant Work to provide on-call general maintenance and repair services for a one (1) year term. The Contract amount will be sixty thousand dollars \$60,000.

OBTAINING BID DOCUMENTS. All Bidders must be plan holders of record to submit a Bid to the City, which entails purchasing copies of all Contract Documents at CyberCopy’s Plan Room, located at <https://www.cybercopyplanroom.com/jobs/public>. Printed copies will also be available at City Hall for the same price.

PREVAILING WAGES. The on-call Tasks comprising the Project are “public works” subject to the requirements of Division 2, Part 7, Chapter 1 of the Labor Code and Title 8, Division 1, Chapter 8 of the California Code of Regulations (“CCR”). The Contractor and all Subcontractors shall pay wages in accordance with the determination of the Director of the DIR. Copies of these rates are on file with the Project Coordinator at City Hall and will be made available to any interested party on request. They are also available at <http://www.dir.ca.gov/Public-Works/Prevailing-Wage.html>. The Contractor shall post a copy of the DIR’s rates at each Task site. The Tasks comprising the Project are subject to compliance monitoring and enforcement by the DIR. The Contractor shall furnish certified payroll records directly to the Labor Commissioner. Contractor and all Subcontractors are not qualified to bid on, be listed in a Bid proposal, or engage in the performance of any contract for public work, as defined in Labor Code Sections 1720 through 1861, unless registered and qualified to perform public work to Labor Code Section 1725.5 at the time of Bid submission.

BONDS. Each Bid must be accompanied by Bid security as described in the Instructions to Bidders in the Contract Documents. Upon Contract award, the successful Bidder shall provide both Payment and Performance Bonds—each at 100% of the Contract Price—to the City Clerk or his or her designee in accordance with Greenbook Section 1-7.2 and the Contract Documents. Bonds must be on the forms in the Contract Documents, unless other forms meet all of the City’s requirements, including that the Bond limit be automatically increased if the Contract amount is increased after execution of the Contract, and the City Attorney at his or her discretion approves the Surety’s form. Whenever Bonds are submitted for this Project, Bidder must also submit a photocopy of each Bond.

LICENSES. Each Bidder shall possess a valid class B, class C-8, and class C-29 Contractor’s license issued by California Contractors State License Board at the time of Bid submission and a current City business license at the time of Contract award.

RETENTION. The City shall withhold five percent (5%) of the Contract Price as retention until the Contractor’s final completion of all Tasks, the City’s acceptance of all Tasks, and the end of the Contract Term, whichever occurs last. If no claims have been filed or are pending after the Contractor’s final completion of all Tasks, the City’s acceptance of all Tasks, and the end of the Contract Term, whichever occurs last, the City shall pay Contractor the amount retained except such amounts as are required by law to be withheld by properly executed and filed notices to stop payment or as may be withheld for any other lawful purposes.

TRADE NAMES OR EQUALS. Task Orders may list brand or trade names, in which case the phrase “or equal” shall be assumed unless otherwise stated in writing, along with one or more of the purposes listed in Public Contract Code Section 3400. Requests to substitute an equivalent material, product, thing or service for a brand or trade name material, product, thing or service must be made by written request submitted no later than three (3) Calendar Days following the issuance of a Task Order, unless a different deadline is listed in the Special Provisions. Requests received after this time shall not be considered. Requests must clearly describe the product for which approval is requested, including all data necessary to demonstrate acceptability.

LIQUIDATED DAMAGES. Contractor must complete all Work for a Task by the date listed in that Task Order. There will be an assessment for each Calendar Day that Work remains incomplete beyond the Task completion deadline specified in the Task Order, and the specific amount of the liquidated damages per Calendar Day, if any, shall be calculated for each Task and listed in each Task Order, which in any case shall not exceed \$250 per Calendar Day.

Inquiries regarding this Notice Inviting bids may be directed to the Construction Project Coordinator lisa.shirley@oxnard.org.