NOTICE INVITING BIDS FOR
OWTP ON-CALL HVAC MAINTENANCE AND MINOR REPAIR SERVICES
SPECIFICATION NO. PW 24-78

NOTICE IS HEREBY GIVEN that the City of Oxnard, California (“City”) invites sealed Bids for
OWTP On-Call HVAC Maintenance And Minor Repair Services, Specification No. PW 24-78 (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 2:00 p.m. on April 16, 2024. There
will be a public bid opening immediately afterwards at 305 W. Third Street, First Floor, Oxnard,
California in the City Council Chambers.

SCOPE OF WORK. 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, materials, equipment and other incidental and appurtenant Work to provide
heating, ventilation and air conditioning (HVAC) maintenance and minor repair services for the
Wastewater Division of the City of Oxnard’s Public Works Department. Locations include the
Oxnard Wastewater Treatment Facility (OWTP) located at 6001 Perkins Road, the Headworks
Facility located at 5741 Perkins Road, and fifteen (15) Wastewater Lift Stations, at locations listed
in Special Provisions Table 1. The not to exceed Contract amount will be one hundred seventy-five thousand dollars ($175,000) during a two (2) year Contract Term.

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. 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 pursuant 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 C-20 Warm-Air Heating, Ventilating and Air-
Conditioning 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.

**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 lisa.shirley@oxnard.org