

## INVITATION TO BID

1. Notice is hereby given that the governing board ("Board") of the Glendale Unified School District ("District" or "Owner") will receive sealed bids for the following project:

**Bid No. 124-15/16 – Replacement of Existing HVAC Units at Marshall Elementary School**  
**("Project" or "Contract")**

2. Sealed Bids will be received until 2:00 p.m., May 5, 2016, at the District Office, located at 223 N. Jackson Street, Room 305, Glendale, California, 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 non-responsive and returned to the bidder.

3. The Project consists of:

**Replace 28 existing Carrier HVAC units with Carrier units providing new I-Vue EMS system, with all of the necessary electrical and plumbing and ceiling alterations to be done by contractor.**

4. 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.
5. To bid on this Project, the Bidder is required to possess one or more of the following State of California Contractor Licenses:

B – General Building Contractor

The Bidder's license(s) must be active and in good standing at the time of the bid opening and must remain so throughout the term of the Contract.

6. As security for its Bid, each bidder shall provide with its Bid form
  - a bid bond issued 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 Glendale Unified School District, in the amount of ten percent (10%) of the total bid price. This bid security shall be a guarantee that the Bidder shall, 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.
7. 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 Project.
8. 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.
9. The successful Bidder and its subcontractors shall pay all workers on the Project 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 available from the District or on the Internet at: <<http://www.dir.ca.gov>>. Bidders and Bidders' subcontractors shall comply with the registration and qualification requirements pursuant to sections 1725.5 and 1771.1 of the California Labor Code.

10. A mandatory pre-bid conference and site visit will be held on April 20, 2016, at 10:30 a.m. at **Marshall Elementary School, 1201 E. Broadway, Glendale**, California. All participants are required to sign in at the Main Office. The Site Visit is expected to take approximately 1.5 hours. Failure to attend or tardiness will render bid ineligible.
11. Contract Documents are available on April 18, 2016, for review at the District Procurement & Contract Services Office.
12. The District's 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 (90) days after the date of the bid opening.
13. The District shall award the Contract, if it awards it at all, to the lowest responsive responsible bidder based on the base bid amount.

If there are additive/deductive alternates, or there is an addendum for additive/deductive alternates, the District reserves the right to add or deduct alternates and award the bid, if it awards it at all.

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