

**NOTICE TO CONTRACTORS  
INSTRUCTION TO BIDDERS**

The Trustees of the California State University will receive sealed bid proposals in the **Mary Stuart Rogers Building, Room 270, until 2:00 pm Tuesday, December 6<sup>th</sup>, 2016** at the above address, for furnishing all labor and materials for Job Order Contract, Project Number 10472 for Stanislaus. In accordance with the contract documents, the proposals will be publicly opened and read in the Mary Stuart Rogers Building, Room 260.

This Notice to Contractors is for the award of a Job Order Contract (JOC). A JOC is a competitively bid, firm fixed priced, indefinite quantity contract. The scope of work includes a collection of detailed repair and construction tasks and specifications that have established unit prices. It is placed with the Contractor for the accomplishment of repair, alteration, modernization, maintenance, rehabilitation, demolition and construction of infrastructure, buildings, structures, or other real property. Work is accomplished by means of issuance of a purchase order against the JOC. Under the JOC concept, the Contractor furnishes all management, documentation, labor, materials, and equipment needed to perform the work. The JOC awarded under this solicitation will have a minimum value of \$50,000 and a maximum value of \$500,000. The University will have the option to increase the value by an additional \$1,000,000 for a possible contract value of \$1,500,000.

Each bidder offering a proposal must comply with bidding provisions of Article 2.00 *et seq.* in the Contract General Conditions under Job Order Contracts, May 2016 <http://www.calstate.edu/cpdc/CM/CGC.shtml>. Bidders should be familiar with all the provisions of the Contract General Conditions, May 2016 and Supplementary General Conditions, January 2016, especially Article 2.02, regarding the necessity to prequalify with the Trustees ten (10) business days prior to the bid date.

Bidders must be prequalified with the Trustees. Contractors shall register and log in to “PlanetBids” to apply for prequalification. All bidders must file a statement of financial condition and previous experience in performing public works. Bidders shall go to: [http://www.calstate.edu/cpdc/cm/contractor\\_prequal\\_bidders.shtml](http://www.calstate.edu/cpdc/cm/contractor_prequal_bidders.shtml), under ‘Project Bidder Prequalification’ and login to the database using the link provided (PlanetBids). Bidders shall verify the information contained in the prequalification application under oath and submit the completed prequalification application online at least ten (10) Business Days prior to the date for opening bids. The Trustees’ Prequalification Coordinator must approve Bidders not less than one (1) Business Day prior to the date set for opening bids.

This project is a public works project and is subject to prevailing wage rate laws (see Contract General Conditions, Article 4.02-a). All contractors and all tiers of subcontractors bidding on this project shall register to bid public works projects with the Department of Industrial Relations (DIR), and maintain current this registration pursuant to Labor Code Section 1725.5. Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register.

The Trustees require the successful bidder to achieve a minimum three percent (3%) DVBE participation in contracting construction projects as established in the bidding documents. See provisions of General Conditions Article 2.12 & 5.05E. The Trustees are granting a DVBE participation bid incentive for this project for bid evaluation purposes only. Under the Job Order Contracting system it is not feasible to identify potential DVBE subcontractors at time of bidding, since the individual jobs are not known. However, the successful low bidder will be required to meet or exceed the DVBE participation requirement by identifying DVBEs to be utilized on each Job Order during the job order proposal submission phase after Contract award. Bidders must exceed the 3% DVBE participation requirement in order to earn this incentive. When used on combination, the DVBE incentive with the Small Business Preference, the cumulative adjustment shall not exceed \$100,000. Bidders with DVBE questions shall contact the Trustees’ DVBE Coordinator, [pcrittendon@csustan.edu](mailto:pcrittendon@csustan.edu).

DVBE Participation	Incentive
3.00% to 3.99%	None
4.00% to 4.99%	1%
5.00% to 5.99%	2%
6.00% or more	3%

As a condition of bidding, prospective bidders **must attend** a **MANDATORY** Pre-Bid conference. The pre-bid conference will be **held on Tuesday, November 8th, 2016 at 10 a.m. in the South Dining Hall** located inside the Main Cafeteria Building (campus has limited guest parking). The purpose of the pre-bid conference is to review the JOC

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concept, documents, bid considerations and to discuss JOC from a contractor's viewpoint. Conference attendees should RSVP with Julie Anderson by 11/02/16 at [JAnderson@csustan.edu](mailto:JAnderson@csustan.edu)

It will be the responsibility of each bidder to obtain a bid documents in sufficient time to fulfill requirements therein. Bid proposal packages are obtainable only by prequalified contractors, licensed in the State of California with a B license, and registered with the DIR to bid public works projects. The bid packages must be requested from the Trustees, located at CSU Stanislaus, One University Circle, Turlock, CA 95382; Attention: Julie Anderson 209-664-6592.