



**MENDOCINO COUNTY EXECUTIVE OFFICE-FACILITIES & FLEET DIVISION
REQUEST FOR BIDS (RFB)**

Bid No. :02-18

JOB/PROJECT DESCRIPTION: Removal of existing landscaping and installation of new irrigation, landscaping and ground cover

ISSUE DATE: 01/12/2018

DUE DATE: 01/26/2018

PROJECT DESCRIPTION

Mendocino County is seeking bids from C 27 contractors to complete landscaping work located at 625 Kings Ct. Ukiah CA 95482. Sealed bids will be accepted at the Executive Office - Facilities and Fleet Division at 851 Low Gap Road, Ukiah, until 2:00 p.m. 01/26/2018

REQUIRED LICENSING

CSLB License Code:	C 27
License Description:	Landscaping
*CSLB License No.:	
*License Expiration Date:	
*State of California DIR Registration No.:	
+County of Mendocino Business License No.:	

+At the time of contract award, all contractors who are not exempt, and do not already have a Mendocino County Business License, shall apply for one which shall be obtained prior to contractor's work performance.

PAYMENT & PERFORMANCE BONDS

Payment and Performance Bonds are required for any Contracts in excess of \$25,000.

*The Cost of these Bonds is included in this Bid. ☐ Yes ☐ No

*The Contractor is bondable and will provide bonds upon notice of award. ☐ Yes ☐ No

AWARD OR REJECTION OF BIDS

The contract shall be awarded to the lowest responsive and responsible bidder complying with the instructions set forth on this RFB form, provided the bid is deemed reasonable and in the best interest of the County of Mendocino.

TIME OF COMPLETION

Bidder agrees to commence work on or before a date to be specified and to fully complete the project within (62) calendar days.

PROJECT WALK-THROUGH

<input type="checkbox"/> Mandatory	<input checked="" type="checkbox"/> Non-Mandatory
Walk-Through Location:	625 Kings Ct. Ukiah CA, 95482
Date and Time:	01/17/2018 @ 08:00

SCOPE OF WORK

Provide all work to completely install irrigation, landscaping and ground cover in accordance with the attached plans, specifications and photos. Contractor is responsible for fulfilling the Mendocino County Building permit requirements for the completion of the work.

FOR MORE INFORMATION

For additional details and information, contact Mike Wesolowski, Facilities and Fleet Division, at (707) 234-6065. Visit us online at <https://www.mendocinocounty.org/government/executive-office/open-rfp-quotes-bids>



**MENDOCINO COUNTY EXECUTIVE OFFICE-FACILITIES & FLEET DIVISION
REQUEST FOR BIDS (RFB)**

**BID NO.:02-18
RETIREMENT LANDSCAPING
UPGRADES**

BID

*Total Bid Price: _____ (\$ _____)

ADDENDUM ACKNOWLEDGMENT

*I have received the following addendum pertaining to the bid and they are included as part of my bid. Addendum Numbers: _____

***FIELDS MUST BE COMPLETED BY CONTRACTOR**

**THIS FORM MUST BE COMPLETED, SIGNED AND DATED FOR YOUR BID TO BE
VALID**

Print Name:	
Address:	
Company:	
E-Mail:	
Phone:	

SIGNATURE: _____

DATE: _____

ATTACHMENT A

GENERAL PROVISIONS

1. CONTRACT DOCUMENTS

The contract documents shall consist of the County's standard form contract as well as this Request for Bids, all documents listed in the above SCOPE of WORK section, all addenda issued prior to bid and information provided at any mandatory pre-bid walkthrough. As a public project, applicable provisions of the California Public Contract code shall apply, as does the California State Labor Code, the federal Davis Bacon Act and the Americans with Disabilities Act of 1990. Regardless of any information presented to the contrary, all work shall comply with the California Building Code, Mendocino County Building Code, Title 24 and any referenced code standards required in the jurisdiction where the work shall take place. A copy of the County's standard form contract will be furnished to bidders upon request.

2. BIDDING REQUIREMENTS

To be considered for award, the bid form must be completed in its entirety. Successful responses must include the contractor's license number and expiration date, valid DIR registration number, the bid price in words and numbers, acknowledgement of all addenda issued by the County for this project, the bidders signature, the date signed, the bidder's printed name, and the company name and address under which the contractor's license is issued. Any missing information or invalid license or registration information will be grounds for disqualification. All correspondence will be by US mail unless the contractor provides the email or phone information requested. The County of Mendocino reserves the right to reject any and all bids, to waive any informality in the bids, and to accept the responsive and responsible bid that appears to be in the best interest of the County of Mendocino.

3. SUBMISSION OF BIDS

Bids must be received by the due date and time at the location specified above. Post marks do not count. Bids and modifications or corrections

thereof received after the closing time specified above will not be considered. Quotations will not be accepted via email, telephone or facsimile unless specifically authorized within the contract documents.

4. PRODUCTS

Unless otherwise stated, the use of the name or a manufacturer, or of any special brand or make in describing any item contained in these plans and specifications does not restrict bidders to that manufacturer's specific article with the exception of carpet, tile, and paint (the County must adhere to a specific brand/style of carpet, tile, and paint which will be specified within the Scope of Work). The manufacturer, brand and products named are used simply to indicate the character or quality of the article desired. The equipment on which proposals are submitted must be acceptable as equal in character, quality, and utility to brand and/or make indicated herein. The selected contractor will be required to comply with all submittal requirements in the contract documents where it will be the contractor's burden to demonstrate that the submitted product is equal to that specified. The decision of the County will be final.

5. TAXES and FEES

All bids shall include required California State sales tax, freight and shipping costs to the project site, and all licensing, registration, permits and application fees required to complete the work. The County will secure planning and building approvals and is exempt from building permit fees. Encroachment permits and public works inspections and fees are the responsibility of the contractor.

All contractors must have a Mendocino County Business License (MCBL), as required by Mendocino County Code Chapter 6.04, to work on this contract. At the time of contract award, all contractors who are not exempt and do not already have a MCBL shall apply for one, which shall be obtained prior to performance of any work by that contractor.

The contractor/bidder is responsible for ensuring that all of its non-exempt subcontractors have a valid MCBL.

6. SAMPLES

Samples of items, when required, must be furnished free of expense to the County of Mendocino and if not destroyed by tests will, upon request, be returned at the bidder's expense. Samples of selected items may be retained for comparison.

7. ADDENDA/RFI

Addenda will be issued by the County, as required, to clarify the bidding documents and in response to bidder's questions. Addenda questions must be submitted at least 10 days prior to bid opening to be included in the addendum. Requests for Information may be forwarded to the County to provide written notice of discrepancies in the contract documents or conditions differing from those represented in the documents or observable at the time of bid.

8. CHANGES

The contractor shall secure written authorization before proceeding with any additional work, whether requested by the County or required to complete the contract. The cost for any changes to the contract price, whether requested by the County or the Contractor will be approved only after submitting the contractor's true costs for the work and related equipment costs and site expenses. The final change order price may include a fee for administrative overhead and profit not to exceed 15%.

ATTACHMENT B
SAMPLE CONTRACT DOCUMENTATION
(INCLUDING EXHIBITS A THROUGH E)