



County of Santa Cruz

0039

GENERAL SERVICES DEPARTMENT

701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 950604073

(831) 454-2210 FAX: (831) 454-2710 TDD: (831) 454-2123

BOB WATSON, DIRECTOR

May 7, 2002

AGENDA: May 21, 2002

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

REQUEST TO ADVERTISE: 1040 EMELINE WINDOW REPLACEMENT

Members of the Board:

Due to safety and energy efficiency concerns, your Board **has** allocated funds to provide labor and materials for the 1040 Emeline Window Replacement project as part of the N 01/02 Plant Budget. This project will consist of removing existing windows at 1040 Emeline, and replacing them with vinyl, dual-pane, Low E, tinted windows. The Contractor will furnish **all** windows, window trim, paint and labor to complete the project.

The condition of the windows in this facility have deteriorated to the point that they have become a safety hazard. The window sills and frames are rotting and **allow** water to enter into the building leading to further damage. **The** vinyl frames that **will** be installed in this project will reduce maintenance costs over the life of the windows. Retrofit of the existing single-pane windows will provide significant sealing and insulation improvements, reduced temperature gain and loss, and savings of as much as 30% of monthly HVAC costs. These utility savings could amount to approximately \$2,000 per month. Additionally, we **are** pursuing potential energy efficiency rebates from PG&E and the California Energy Commission.

Funding for this project has been provided by the Human Resources Agency as part of their N 2001-02 budget. If these funds are not encumbered this fiscal year, they will revert to their state-federal funding sources.

Specifications have been completed and these items and associated documents related to this project must be approved by your Board prior to solicitation of written proposals. Funds for this project are available in Budget Index 191012/Q34003, Sub Object 6610. **The** Engineer's estimate for this project is \$160,000. The General Fund share is approximately \$17,600.

It is therefore **RECOMMENDED** that your Board take the following actions:

1. Approve specifications on file with the Clerk of the Board for the 1040 Emeline Window Replacement;
2. Direct the General Services Department to advertise for bids; and
3. Set the bid opening for 10:45 a.m. on June 4, 2002.

Very truly yours,

BOB WATSON
Director

RECOMMENDED

SUSAN A. MAURIELLO
County Administrative Officer

cc: Auditor-Controller, Human Resources Agency, General Services Department



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Engineer's Estimate: \$160,000

NOTICE TO CONTRACTORS

1040 EMELINE WINDOW REPLACEMENT

PROJECT #01C1-019

Sealed proposals shall be delivered to the Purchasing Agent of Santa Cruz County, 701 Ocean Street, Santa Cruz, California, 95060-4073, Room 330, no later than 10:00 a.m. on **June 4, 2002** and at 10:45 a.m., or soon after, they will be publicly opened and read in the Board of Supervisors' Chambers, Room 525, Government Center, 701 Ocean Street, Santa Cruz, California, for a licensed contractor to remove all existing windows (approximately 140 windows) at 1040 Emeline, and replace with vinyl, Low E, Tinted windows. Contractor will furnish all windows, window trim, paint, and labor to complete the project. This project is in accordance with the Specifications therefore, to which special reference is made as follows: 1040 Emeline Window Replacement.

Bids are required for the entire work as described on the specifications prepared by Dale Bisby, Building Construction Project Manager.

Specifications and Proposal forms to be used for bidding on this project can only be obtained at the Office of the Purchasing Agent, 701 Ocean Street, Room 330, Santa Cruz, California, 95060-4073. A non-refundable fee of **\$35** is required per set of bid documents. Mailing costs will be charged extra at \$5.00 per set. Any request for bid documents must be accompanied by a check for the correct charges. Prospective bidders must be fully qualified, licensed, certified and insured to perform the work requested. All work performed must meet all current State and local laws and regulations.

Prior to bidding, interested contractors should attend a **pre-bid conference** and review of the work site conducted by the County's Building Construction Manager. This pre-bid conference is scheduled for

May 29, 2002, at 2:00 p.m. Prospective bidders should meet in front of the building at 1040 Emeline, Santa Cruz, CA. All pre-bid questions should be directed to the **Dale Bisby, Project Manager, (831) 454-4613.**

No bid will be considered unless it is made on the form furnished by the Purchasing Agent and is made in accordance with the provision of the specifications.

County will be the sole judge as to the technical acceptability of any proposals and any award will be as determined most advantageous to the County considering such factors as completeness and responsiveness to Request for Proposal, experience, references and anticipated costs. The County reserves the right to reject any or all proposals or parts thereof and to waive any informality or irregularity in any proposal.

Bids shall be accompanied by a certified or cashier's check payable to the order of the County of **Santa Cruz**, in the amount of ten percent (10%) of the bid, or by a bid bond in that amount signed by a corporate surety. The check shall be forfeited or the bond shall become payable to the County in case the bidder does not enter into a contract with the County within ten (10) days, not including Sundays and legal holidays, after written notice that the contract has been awarded.

Pursuant to Santa Cruz County Code Chapter 2.33, Contractors and Subcontractors must make good faith efforts to hire Monterey Bay **area** residents in sufficient numbers so that no less than 50 per cent (50%) of the Contractor's total construction work force, including any subcontractor's workforce, measured in labor work hours is comprised of Monterey Bay area residents. This public works construction project is covered by Chapter 2.33 of the Santa Cruz County Code, and the entire chapter, as amended, is incorporated by reference into the project's specifications and conditions.

Pursuant to Section 1770 of the Labor Code, the Director of the Department of Industrial Relations, State of California, has ascertained the general prevailing rate of per diem wages applicable *to* the work to be performed, which rates are filed in the Office of the Purchasing Agent, and copies of which are available to any interested parties on request.

Any bid proposal, or other response to a solicitation for bid or proposal which proposes or calls for the use of any tropical hardwood or tropical wood products in performance **of** the contract shall be deemed nonresponsive pursuant to County Code Section 2.37.107.