

**Big Bear Municipal Water District
REQUEST FOR PROPOSALS & SUPPORTING DOCUMENTS**

FOR
'West Ramp' Parking Lot Repair



Prepared by:

Big Bear Municipal Water District
40524 Lakeview Dr
P.O. Box 2863
Big Bear Lake, CA 92315

DATE: February 27, 2025

This RFP and Supporting Documents are the exclusive property of the Agency and shall not be used in any manner without prior consent of the Agency. Any reuse of these Documents by Others shall be at Other's sole risk and without liability to the Agency.

INSTRUCTIONS TO BIDDERS

1. **FORM OF BID.** Bids shall be made on the Bid forms found herein. Bidders shall include all forms and fill in all blank spaces, including inserting "N/A" (for not applicable) where necessary.
2. **PROJECT PLANHOLDER LIST.** The District's Project Planholder List will be compiled exclusively from the sign-in sheet at the Mandatory Job Walk on **Thursday, March 6, 2025 at 10AM starting at the Main Office Parking Lot followed by the West Ramp visit.** Any Bidder failing to sign-in at the Mandatory Job Walk will be excluded from Project Planholder List and their Bid Proposal will be rejected by the District as being non-responsive. The District will not have a third party maintain a bid registry/planholder list and will not distribute addenda directly to bidders/plan holders.
3. **SUBMITTAL OF BIDS.** Bids shall be submitted to the District in person, or by mail any time before the **Friday March 28, 2025 1PM** deadline. Any Bid which is attempted to be delivered or which is received after the stated time shall be deemed non-responsive and rejected. The Bidder shall have the sole and exclusive responsibility for ensuring that a Bid is received by the time stated herein. Any Bid that is incomplete, unclear, or that fails to fully comply with the applicable requirements set forth herein, including, but not limited to, use of the forms provided by the District, may be rejected as nonresponsive.
4. **OPENING OF BIDS.** All Bidders and members of the public may view bid results in the electronic procurement system after bid closing (the BBMWd website RFP page). The District reserves the right to change the originally scheduled Bid date and time to a later date and time by issuing an electronic Addendum to that effect. Any and all Bids received by the District on or before the deadline shall be accepted by the District on the date scheduled for the opening of Bids.

The public reading of Bids received by the District shall include the announcement of the name of each Bidder and the total amount of each Bidder's Bid, and any other information as the District may deem appropriate. The District may note any Bid irregularity at the time of announcement.
5. **BID AUTHORIZATION.** N/A
6. **AMENDED BIDS.** Unauthorized conditions, limitations or provisos attached to a Bid may cause the Bid to be deemed incomplete and non-responsive.
7. **WITHDRAWAL OF BID.** A Bidder may withdraw its Bid if they choose any time before the deadline. No Bidder may withdraw its Bid for a period of ninety (90) calendar days after the date set for the opening of Bids or until the District returns the Bid Security, subject to applicable California Law.

A Bid may be withdrawn without prejudice upon written request by the Bidder filed with the District Clerk before the Bid submission deadline. Bids must remain valid and shall not be subject to withdrawal for ninety (90) calendar days after the Bid opening date.

8. **BIDDER'S SECURITY.** Each Bid shall be accompanied by cash, a certified or cashier's check payable to the District, or a satisfactory Bid Bond in favor of the District executed by the Bidder as principal and an admitted surety insurer as Surety, in an amount not less than ten percent (10%) of the amount set forth in the Bid. The cash, check or Bid Bond shall be given as a guarantee that, if selected, the Bidder will execute the Contract in conformity with the Contract Documents and will provide the evidence of insurance and furnish the specified Bonds, within ten (10) Calendar Days after the date of delivery of the Contract Documents to the Bidder. In case of the Bidder's refusal or failure to do so, the District may award the Contract to the next lowest responsible bidder, and the cash, check, or Bond (as applicable) of the lowest Bidder shall be forfeited to the District to the extent permitted by law. No Bid Bond will be accepted unless it conforms substantially to the form provided in these Contract Documents.
9. **SCOPE OF WORK.** The Big Bear Municipal Water District is requesting bids from qualified companies for a parking lot repair project consisting of the following:

SITE: Duane Boyer- West Ramp Parking Lot Repair- 38925 North Shore Drive, Fawnskin, CA 92333: The Big Bear Municipal Water District is requesting proposals from qualified firms for new asphalt, asphalt repair and replacement (where necessary) and repair of damaged curbs, improve drainage to flow west, seal, and stripe services ("Services"), which shall be provided under the general direction of the General Manager or his or her designee. The following describes the specific scope of services as it relates to each task. The District is currently seeking to improve and repair the West Ramp parking lot and driveways by performing the work detailed below. **Facility map and striping layout can be seen on our website at <https://www.bbmwd.com/requests-for-proposals-environmental-notice-projects> .**

Site Preparation for Cracks

1. Site preparation requirements vary according to the sealing or filling method and materials chosen for the project. The following describes site preparation in further detail.
 - a) When routing or sawing is incorporated, cracks need to be cleaned and dried prior to application of the filler or sealant. When pavements are cracked extensively, routing or sawing of cracks may not be appropriate. Crack cutting becomes especially important in climates where crack movement is very high. Crack cutting allows more filler to be used and provides better control of the crack channel shape. Secondary cracks along the primary crack are not usually routed. Routing is generally not used in HMA or PCC pavements in California. Crack cutting and routing equipment includes vertical spindle routers, rotary impact routers, and random crack saws. Damage to the pavement should be kept to a minimum by

clean cutting. The use of carbide bits improves the quality of cutting and typically produces clean reservoir cuts. The following methods should be followed based on crack size defined below:

- i. Cracks 1/8 to 1/4 inch shall be flush filled; 3350' estimated.
- ii. Cracks 1/4 to 1 inch shall be filled using a combination reservoir with Band- Aid fill method. Backer Rods or sand fill may need to be used on larger deep cracks (where necessary). 6700' estimated.
- iii. Cracks larger than 1 inch shall be repaired using the method of 'open v-shape cuts' 24" x 4" deep and repave with hot mix asphalt. 100' estimated.

b) Debris left in a crack, resulting from sawing, routing, or pavement use will affect the adhesion of the sealant or filler. Debris also contaminates the sealing or filling material and reduces cohesion. Reduced adhesion or cohesion normally results in early failures. To avoid these contamination-related failures, sawed or routed cracks must be cleaned prior to being treated. Several cleaning methods can be used, including:

1. Air blasting
2. Hot air blasting
3. Sand blasting
4. Wire brushing

- a. Air blasting involves directing a concentrated stream of air into the crack or joint to blow it clean. Air blasting equipment is effective and efficient for cleaning cracks. Air blasting is not efficient for drying cracks. Should a crack require drying, hot air blasting should be used. Air pressure should be a minimum of 670 kPa (97 psi) with a flow of 0.07 m³ /s (2.5 ft³ /s). Air blasting equipment must be equipped with moisture and oil traps. Hot air blasting is done using a hot compressed air heat lance. While cleaning and drying the crack, hot air blasting also promotes enhanced bonding associated with the crack edges being warmed. Care must be taken to ensure that the pavement is not overheated or heated for excessive periods of time as this will result in unnecessary hardening of the asphalt binder in the pavement adjacent to the crack.
- b. Sand blasting involves directing a stream of sand entrained in compressed air into the crack. The abrasive nature of the sand cleans the crack or joint. Sandblasting, which is used for cleaning cracks in PCC pavements by many states, is an effective treatment. However, sandblasting is messy and typically requires a two-phase operation. The first operation is cleaning the joint surface; the second cleans the sand from the joint and its surroundings. On new PCC pavements, sand blasting is required to clean the surface prior to applying the sealant.
- c. Wire brushing or brooming involves the use of a wire broom stock or stiff standard broom to brush out the crack or joint. Wire brushing can be an

- effective cleaning method. Wire brushing may be done manually or using power driven brushes.
2. If the contractor should damage the edges of the specified area he/she will be required to expand the paving area at no expense to BBMWD. All edges of the specified repair shall be coated with SS1H tack oil. Asphalt must be finished to provide a smooth area. Finish paving must ride “smoothly” and to the satisfaction of the BBMWD representative. Existing edges of the specified areas are to remain free of all new asphalt.
 - a. Power-edge all vegetation away from edges of asphalt.
 - b. Thoroughly clean all asphalt areas to be seal coated so they are free of all dirt and debris.
 - c. Block off work areas while conducting their work, the night before so staff of the district know where to park the following business day as to not disrupt the construction schedule.
 3. Seal Coating
 - a. Apply commercial grade asphalt tar emulsion or equivalent which meets or exceeds all the requirements of Federal Government Specification RP-355E along with 2-5 lbs. of sand per gallon of sealer along with a modified latex hardening agent.
 - b. All seal coating work must be performed Monday through Friday ONLY 7AM – 6PM
 4. Striping
 - a. Restripe parking lot according to existing layout as seen on exhibits on <https://www.bbmwd.com/requests-for-proposals-environmental-notice-projects> , after sufficient curing time; minimum five (5) days, maximum thirty (30) days.
 - b. Striping shall be two (2) coated commercial grade acrylic traffic paint in the existing striping on the lot. Approximately 60,160 sq. ft. Contractor to provide exact amounts in bid documents.
 - c. All work must be performed Monday through Friday 7AM – 3:30PM.
 5. New asphalt
 - a. New asphalt to be in accordance with 2024 Greenbook section 203 practices including but not limited to; material, installation of aggregate base, tack coat, asphalt concrete pavement, seal coat, compaction, striping and markers.
 - b. New asphalt grade to be returned to original elevation to address existing Cal-Trans culvert drainage issues which will need to be diverted to the west.
 - c. Estimated new asphalt work 4,862 sq ft. Contractor to provide exact amounts in bid documents.
 6. Tree Trimming & Removal
 - a. Tree trimming will be required along the designated northwest perimeter of the parking lot; to include disposal.
 - b. Removal of non-native trees will be required during the discard of the west island; to include disposal.

10. QUANTITIES APPROXIMATE. Any quantities shown in the Bid form or elsewhere herein shall be considered as approximations listed to serve as a general indication of the amount of Work or materials to be performed or furnished, and as basis for the Bid comparison. The District does not guarantee that the actual amounts required will correspond with those shown. As deemed necessary or convenient, the District may increase or decrease the amount of any item or portion of Work or material to be performed or furnished or omit any such item or portion, in accordance with the Contract Documents.

11. PRE-BID QUESTIONS. All Bidder questions about the meaning or intent of the Contract Documents shall be directed to the District in writing by email to Jim Cummings at jcummings@bbmwd.net ("Pre-Bid Clarification Form"). Pre-Bid Questions and requests for clarifications must be submitted to the District by **4:00 P.M., Friday, March 14, 2025**. Bidders are solely responsible for submission of Pre-Bid Questions prior to such time/date; the District will not respond to Pre-Bid Questions submitted after such time/date. Responses to timely submitted Pre-Bid Questions will be in the form of Addenda posted at <https://www.bbmwd.com/requests-for-proposals-environmental-notice-projects>. No person is authorized to: (i) render an oral interpretation, correction or modification of any portion of the Contract Documents; or (ii) provide oral responses to Pre-Bid Questions. No Bidder may rely on any such oral interpretation, correction, modification or response.

Requests for clarification received after the date set forth above will be disregarded. Please indicate the Project and identification number in any request for clarification. Telephonic requests will not be taken. Any interpretation or correction of the Contract Documents will be made only by a written Addendum. No oral interpretation of any provision in the Contract Documents shall be binding.

12. ADDENDA. The District may, from time to time, issue Addenda to the Contract Documents. Bidders are responsible for ensuring that they have received all Addenda. Each Bidder is responsible for verifying that it has received all Addenda issued, if any. Bidders must acknowledge receipt of all Addenda, if any, in their bids. Failure to acknowledge receipt of all Addenda may cause a Bid to be deemed incomplete and non-responsive.

13. DISCREPANCIES IN BIDS. Each bidder shall set forth as to each item of Work, in clearly legible words and figures, a unit or line item Bid amount for the item in the respective spaces provided for this purpose.

In case of a discrepancy between the unit price and the extended amount set forth for the item, the unit price shall prevail. However, if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any cause, or is omitted, or if the unit price is the same amount as the entry in the "extended amount" column, then the amount set forth in the "extended amount" column for the item shall prevail in accordance with the following:

- A. As to lump sum items, the amount set forth in the “extended amount” column shall be the unit price.
- B. As to unit price items, the amount set forth in the “extended amount” column shall be divided by the estimated quantity for the item set forth in the Bid documents, and the price thus obtained shall be the unit price.

In case of discrepancy between words and figures, the words shall prevail.

- 14. COMPETENCY OF BIDDERS.** In evaluating Bidder responsibility, consideration will be given not only to the financial standing, but also to the general competency of the Bidder for the performance of the Project. Each Bidder shall set forth in the designated area of the Bid form a statement of its experience. No Contract will be executed with a Bidder that is not licensed and registered with the DIR in accordance with State law, and with any applicable specific licensing requirements specified in these Contract Documents. These licensing and registration requirements for Contractors shall also apply to all Subcontractors.
- 15. BIDDER’S EXAMINATION OF SITE AND CONTRACT DOCUMENTS.** Each Bidder must carefully examine the Project site and the entirety of the Contract Documents. Upon submission of a Bid, it will be conclusively presumed that the Bidder has thoroughly investigated the Work and is satisfied as to the conditions to be encountered and the character, quality, and quantities of Work to be performed and materials to be furnished. Upon Bid submission, it also shall be conclusively presumed that the Bidder is familiar with and agrees to the requirements of the Contract Documents, including all Addenda. No information derived from an inspection of records or investigation will in any way relieve the Contractor from its obligations under the Contract Documents nor entitle the Contractor to any additional compensation. The Contractor shall not make any claim against the District based upon ignorance or misunderstanding of any condition of the Project site or of the requirements set forth in the Contract Documents. No claim for additional compensation will be allowed which is based on a lack of knowledge of the above items. Bidders shall contemplate and include any and all increases in prices or wages as a result of, but not limited to minimum or prevailing wages, and the Consumer Price Index or any other such indices in its cost proposal, for the entire length of the Work as described herein. Any failure of the proposer to incorporate such price or wage increases in its cost proposal will not obligate the District to make any increases in not-to-exceed amounts during the term of the resultant agreement for the Work. Bidders assume all risks in connection with performance of the Work in accordance with the Contract Documents, regardless of actual conditions encountered, and waive and release the District with respect to any and all claims and liabilities in connection therewith, to the extent permitted by law.
- 16. TRADE NAMES OR EQUALS.** Requests to substitute an equivalent item for a

brand or trade name item must be made by written request submitted using the Request for Substitution Form no later than the date ten (10) calendar days prior to the Bid submission deadline. Requests received after this time shall not be considered. Requests shall clearly describe the product for which approval is requested, including all data necessary to demonstrate acceptability.

Pursuant to Public Contract Code Section 3400(c), the District has found that the following specific brands are required for the following particular material(s), product(s), thing(s), or service(s), **and no substitutions will be considered or accepted:**

ITEM:	REQUIRED BRAND:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

17. **DISQUALIFICATION OF BIDDERS.** No Person shall be allowed to make, file or be interested in more than one Bid for the Project, unless alternate Bids are specifically called for. A Person that has submitted a sub-bid to a Bidder, or that has quoted prices of materials to a Bidder, is not thereby disqualified from submitting a sub-proposal or quoting prices to other Bidders or from making a prime Bid. If there is a reason to believe that collusion exists among the Bidders, all affected Bids will be rejected.

18. **RETURN OF BID SECURITY.** The successful Bidder's Bid security shall be held until the Contract is executed. Bid security shall be returned to the unsuccessful Bidders within a reasonable time, which in any case shall not exceed ninety (90) Days after the successful Bidder has signed the Contract.

19. **AWARD OF CONTRACT.** The District reserves the right to reject any or all Bids or any parts thereof or to waive any irregularities or informalities in any Bid or in the bidding. The Contract award, if made, will be to the lowest responsible, responsive Bidder and is anticipated to occur within ninety (90) Days after the Bid opening. The Contract award may be made after that period if the selected Bidder has not given the District written notice of the withdrawal of its Bid.

20. **DETERMINATION OF LOWEST BID.** In accordance with Public Contract Code Section 20103.8, the lowest Bid shall be determined as follows:

Subject to the conditions of this Invitation of Bids, the District will award the contract, if an award is made, to the lowest responsive and responsible Bidder. In determining whether the Bidder is responsible, as set forth below:

- The lowest Bid shall be the lowest total of the Base Bid and those Alternates specifically identify as being used for the purpose of determining the Bid price. For purposes of this section, the Bid alternatives used for determining the Bid price are Alternates No. [Nos.].
- The lowest bid shall be the lowest Base Bid without consideration of the prices on the Additive and Deductive Alternate items.
- The lowest bid shall be the lowest total of the Base Bid and those Alternates that when taken in order from a specifically identified list of those items, and added to or subtracted from the Base Bid are less than or equal to the funding amount publicly disclosed by the District before the Bid opening.
- The lowest Bid shall be determined in a manner that prevents any information that would identify any Bidder or proposed Subcontractor or supplier from being revealed to the District before the ranking of all Bidders from lowest to highest has been determined, as follows:

Regardless of the method for determining the lowest price, the District can add to or deduct from the contract any of the additive or deductive items after the lowest Bid has been determined.

- 21. TRENCHING.** If the Project involves the construction of a pipeline, sewer, sewage disposal system, boring and jacking pits, or similar trenches or open excavations, which are five (5) feet deep or more, then each Bidder must submit, as a Bid item, adequate sheeting, shoring, and bracing, or an equivalent method, for the protection of life or limb, which shall conform to applicable safety orders. This final submission must be accepted by the District in advance of excavation and must include a detailed plan showing the design of shoring, bracing, sloping, or other provisions to be made for worker protection from caving ground during the excavation Work. If such plan varies from the shoring system standards, the plan shall be prepared by a registered civil or structural engineer.
- 22. LISTING SUBCONTRACTORS; SELF-PERFORMANCE.** Each Bidder shall submit a list of the proposed Subcontractors on the Project, as required by the Subletting and Subcontracting Fair Practices Act (Public Contract Code Section 4100, et seq.). Contractor shall self-perform not less than 50% of the Work, in accordance with Section 3-2 of the Standard Specifications.
- 23. EXECUTION OF CONTRACT.** The selected Bidder shall execute the Contract in the form included in these Contract Documents within five (5) Calendar Days from the date of delivery of the Contract Documents to the Bidder. Additionally, the

selected Bidder shall also secure all insurance and Bonds as herein specified, and provide copies to the District, within five (5) Calendar Days from the date of delivery of the Contract Documents to the Bidder. Failure or refusal to execute the Contract or to conform to any of the stipulated requirements shall be just cause for the annulment of the award and forfeiture of the Bidder's security. In such event, the District may declare the Bidder's security forfeited to the extent permitted by law, and the District may award the Contract to the next lowest responsible Bidder or may reject all bids.

- 24. SIGNATURES.** The Bidder shall execute all documents requiring signatures and shall cause to be notarized all documents that indicate such a requirement. Bids submitted as joint ventures must so state and be signed by each joint venturer. The Bidder shall provide evidence satisfactory to the District, such as an authenticated resolution of its board of directors, a certified copy of a certificate of partnership acknowledging the signer to be a general partner, or a power of attorney, indicating the District of the person(s) signing the Bid to bind the Bidder to the Bid and any Contract arising therefrom. Alternatively, Bids submitted by corporations must be executed as specified in Corporations Code Section 313, and Bids submitted by partnerships must be executed by all partners comprising the partnership.
- 25. INSURANCE AND BONDS.** The Contractor shall not begin Work until it has given the District evidence of all required insurance coverage (including all additional insured endorsements), a Bond guaranteeing the Contractor's faithful performance of the Contract, and a Bond securing the payment of claims for labor and materials.
- 26. TELEPHONES.** Bidders are hereby notified that the District will not provide telephones for their use at the time of Bid submission.
- 27. INTERPRETATION OF CONTRACT DOCUMENTS.** Any Bidder that is in doubt as to the intended meaning of any part of the Contract Documents, or that finds discrepancies in or omissions from the Contract Documents, may submit to the District Engineer a written request for an interpretation or correction not later than ten (10) Days before the Bid submission deadline. Requests for clarification received after this date will be disregarded. Please indicate the Project and identification number in the request for clarification. Telephonic requests will not be taken. Any interpretation or correction of the Contract Documents will be made only by a written Addendum. No oral interpretation of any provision in the Contract Documents shall be binding.
- 28. TAXES.** Except as may be otherwise specifically provided herein, all sales and/or use taxes assessed by federal, State or local authorities on materials used or furnished by the Contractor in performing the Work shall be paid by the Contractor. The Bidder shall calculate payment for all sales, unemployment, pension and other taxes imposed by federal, State, and local law and shall include these payments in computing the Bid.

29. PREVAILING WAGES. Contractor shall pay prevailing wages to the extent required by Labor Code section 1771. Pursuant to Labor Code section 1773.2, copies of the prevailing rate of per diem wages are on file at District Hall and on the DIR website at <http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm> and will be made available to any interested party on request. Contractor shall provide a copy of prevailing wage rates to any staff or subcontractor hired and shall pay the adopted prevailing wage rates as a minimum. Contractor shall comply with the provisions of all sections, including, but not limited to, Sections 1775, 1776, 1777.5, 1782, 1810, and 1813, of the Labor Code pertaining to prevailing wages.

End of Instructions to Bidders