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March 21, 2023

**SUBJECT: Invitation for Bids (IFB) 3-2208
"Restoration of a Commercial Property"**

Gentlemen/Ladies:

This letter and its attachments comprise **Addendum No. 1** to the above captioned Invitation for Bids issued by the Orange County Transportation Authority ("Authority").

1. Bidders are advised that the pre-bid conference will be held on March 22, 2023, at 12:30 p.m., and attendance will be strictly limited to **teleconference. Prospective bidders may join or call-in using the following credentials:**

- [Microsoft Teams Link](#)
- OR Call-in Number: 1-916-550-9867
- Conference ID: 382 544 139#

At 3:00 p.m. on March 22, 2023, a job walk will be conducted. The job walk will be held at: **16585 Magnolia St., Westminster, California, 92683.**

2. **Bidders who plan to attend the pre-bid conference remotely are requested to submit via e-mail to mbornman@octa.net, no later than Wednesday, March 22, 2023 at 11:30 a.m., the Pre-Bid Conference Registration Sheet which is presented as Attachment A to this Addendum No. 1.**

3. Bidders are advised that a copy of the pre-bid conference presentation is presented as Attachment B to this Addendum No. 1.

4. Bidders are advised that the Pre-Bid Job Walk Agenda is presented as Attachment C to this Addendum No. 1.

Bidders are reminded to acknowledge receipt of this **Addendum No. 1** in their "Bid Form". Bidders are advised that all changes addressed in this **Addendum No. 1** shall be incorporated into the final Agreement.

March 21, 2023

Page 2

Questions regarding this Addendum No. 1 should be directed to the undersigned at 714-560-5064 or mbornman@octa.net.

Sincerely,

A handwritten signature in blue ink, appearing to read "Megan Bornman".

Megan Bornman
Senior Contract Administrator
Contracts Administration and Materials Management

Attachments:

Attachment A:	Pre-Bid Conference Registration Sheet
Attachment B:	Pre-Bid Conference Presentation
Attachment C:	Pre-Bid Job Walk Agenda



PRE-BID CONFERENCE REGISTRATION

IFB No. 3-2208

Date: March 22, 2023

Title: Restoration of a Commercial Property

1. Company Name: _____

Attendee: _____

Address: _____

City, State Zip: _____

Phone Number: (_____) _____ Registered on CAMM NET? ☐ Yes ☐ No

Prime ☐ Sub ☐

E-Mail Address: _____

2. Company Name: _____

Attendee: _____

Address: _____

City, State Zip: _____

Phone Number: (_____) _____ Registered on CAMM NET? ☐ Yes ☐ No

Prime ☐ Sub ☐

E-Mail Address: _____

3. Company Name: _____

Attendee: _____

Address: _____

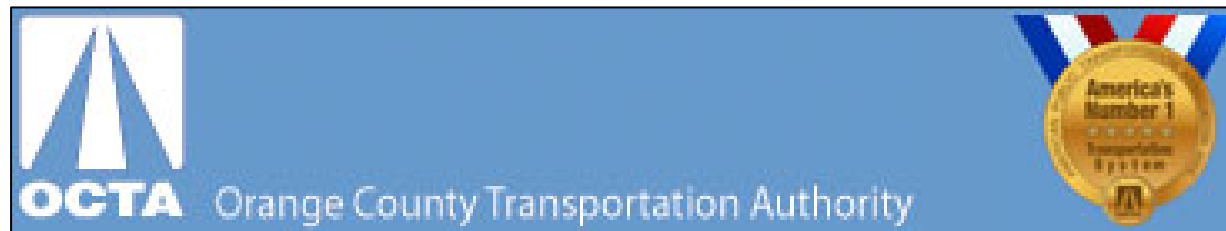
City, State Zip: _____

Phone Number: (_____) _____ Registered on CAMM NET? ☐ Yes ☐ No

Prime ☐ Sub ☐

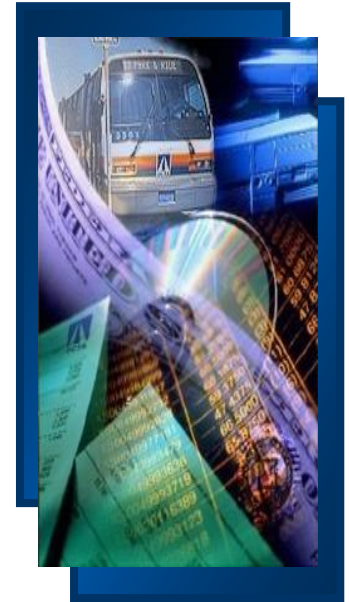
E-Mail Address: _____

Pre-Bid Conference for IFB 3-2208, Restoration of a Commercial Property



Agenda

- Introductions
- Key Procurement Information
- Key Procurement Dates
- Written Questions/Approved Equals
- Required Bid Submission
- Agreement
- Safety Requirements
- Scope of Work
- Questions and Answers



CAMM NET Registration

Why register on CAMM NET?

<https://cammnet.octa.net/>

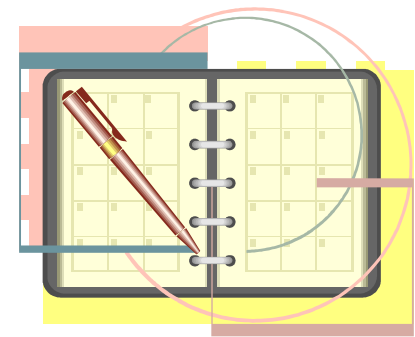
- To receive e-mail notifications of Solicitations, Addenda and Awards
- View and update your vendor profile
- Required for Award

Online Business & Networking Tools

- CAMM NET Connect
 - <https://www.facebook.com/CammnetConnect>
- Working with OCTA
 - <https://cammnet.octa.net/about-us/working/>
- Planholder's List
 - <https://cammnet.octa.net/procurements/planholders-list-selection/>
- Preliminary Bid Results
 - https://cammnet.octa.net/awards/bid_results/Default.aspx

Key Procurement Dates

- IFB Issue Date: March 13, 2023
- Questions & Approved Equals Due: March 24, 2023
- OCTA Responds: March 30, 2023
- Bid Submittal Deadline: April 12, 2023 (time-stamp required by lobby reception)
- Board of Directors Award: July 10, 2023 (anticipated)



Key Procurement Information

- Discussions today are non-binding, all changes via written addenda
- Addendum will be issued shortly and will contain a copy of the Pre-Bid Conference sign-in sheet and this presentation
- Award based on prime-sub relationship, not joint ventures
- Prime Contractor must perform at least 10% of the work
- Contract Type: Firm Fixed Price (lump sum)
- Award Type: Lowest, Responsible, Responsive Bid
- Single Contract Award

Key Procurement Information

- Authority reserves the right to:
 - accept or reject any and all bids, or any item or part thereof, or to waive any informalities or irregularities in bids;
 - withdraw or cancel the IFB at any time without prior written notice;
 - issue a new IFB for the project;
 - postpone bid opening for its own convenience;
 - investigate the qualifications of any bidder and/or require additional evidence of qualifications to perform the work
- Bids received are considered public information and are not to be copyrighted

Written Questions/Approved Equals

- Written Question Deadline: March 24, 2023, 5:00 P.M.
- Approved Equal Request Deadline: March 24, 2023, 5:00 P.M.
- All requests must be in writing and submitted to:
Megan Bornman, Senior Contract Administrator
E-mail recommended: mbornman@octa.net

Written Questions/Approved Equals

- All requests must be clearly labeled “Written Questions”
- Approved Equal Requests must be fully supported with technical data, test results or other information as evidence that the substitute offered is equal to or better than the specification requirements
- All changes to procurement document will be by written addenda only.
- Verbal discussions today are non-binding
- Addenda will be issued via CAMM NET

Bid Document Submission Checklist

- A Bid Document Submission Checklist is included in Bid Booklet 2 which is a list of all documents required to be submitted with the bid.
- Documents in the Bid Booklet 2 must be complete, fully executed, notarized where appropriate as required in the bid documents in order to render the bid responsive.

Required Bid Submission

Bid Booklet No. 2 is to be submitted to the Authority in its entirety

☐ **Bid Form**

- in its entirety (all pages 1 thru 4), all information completed
- acknowledgement of all addenda
- signed, dated, corporate seal

☐ **Bid Security Form (Bid Bond or Check)**

- correct bid number
- signed & dated
- notarized (bid bond)

Required Bid Submission

☐ **Information Required of Bidder**

- provide all information requested
- signature to certify information is true and correct

☐ **Bidders Certificate of Compliance Regarding Workers Compensation Insurance**

- signed and dated

☐ **Bidders Certificate of Compliance Regarding State of California Business and Professions Code Section 7028.15**

- signed, dated, notarized

Required Bid Submission

❑ List of Subcontractors (Exhibit D)

- all subcontractors that will provide ½ of 1% of the bid amount
- License Number- address/ name should match that associated with License # on CSLB website
- DIR Registration Number
- Description of work (one subcontractor for each portion)
- Dollar amount
- Type – see form for option
- Bidders name at bottom of Form

Required Bid Submission

☐ **Status of Past and Present Contracts Form**

- signature to affirm information is true and correct/date
- if no information to report then mark as “none”, sign and date

☐ **Non-Collusion Declaration**

- signature required to certify non collusion/ date

Agreement

Agreement – Section VI of IFB

- a bid submittal is the understanding and acceptance of the terms and conditions of the contractual requirements
- no exceptions or deviations are permitted

Agreement

Bidders are encouraged to review:

- Article 4. Delivery and Recovery Schedule: 150 calendar days
- Article 10. Insurance: required within 10 calendar days of notification of award
- Article 11. Bonds: required within 10 calendar days of notification of award
- Article 19. Assignment and Subcontracts: Subletting and Subcontractors Fair Practices Act
- Article 31. Liquidated Damages: \$2,300 per calendar day

Agreement

Bidders are encouraged to review:

- Article 48. Health and Safety Specifications

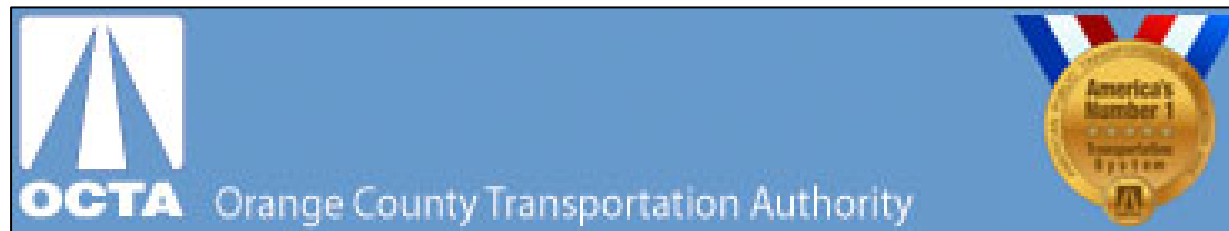
 - Level 3 Health Safety and Environmental Specifications (Exhibit H)

 - Required submittals within 30 days of Notice to Proceed

 - Approved submittals required for mobilization



Health, Safety and Environment (HSE)



Regulatory and Safety

- Please review OCTA's Level 3 Health, Safety and Specifications for required submittal documentation. Plan to prepare and submit in a timely manner in advance of the work the required safety submittal documentation.
- OCTA compliance review of Contractor safety submittal documentation is required prior to Contractor mobilizing and performing work on OCTA property.
- An on-site Health, Safety, and Environmental (HSE) Representative compliant with requirements of OCTA's Level 3 HSE Specifications is required to be at the job site at all time during scope site activities. Multiple active scope locations shall require a qualified HSE Representative for each separate worksite location.
- The Contractor's designated HSE Representative is a key position and is expected to participate in the initial pre-mobilization kick-off meeting.

Regulatory and Safety (Cont.)

Submittals

- Company's Injury Illness Prevention Program, CCR Title 8, 3203
- Company HSE Policy/Procedure Manual
- Substance Abuse Prevention Program
- Hazard Communication Program, CCR Title 8, 5194
- Company Heat Illness Prevention Program, CCR Title 8, 3395
- NFPA 70-E training certificate(s)
- Health, Safety Environmental (HSE) Representative Resume
- A Detailed Site Specific HSE Work Implementation Plan
- Public Hazard Control Plan (ANSI/ASSE A10.34) (as Necessary)
- Storm Water Pollution Prevention Plan (SWPPP), Qualified QSP

Regulatory and Safety (Cont.)

- Established programs and plans shall comply with California Code of Regulations (CCR) Title 8 regulatory standards, and applicable regulatory requirements.
- The Contractor's designated HSE representative shall review and acknowledge by signature the Contractor's submitted HSE documents prior to formal transmitting to the Authority for review, submittals should be in a complete submittal package.
- Contractor employees shall comply with scope training requirements (i.e., SCRRRA, BNSF, HAZWOPER, etc.) as determined by scope hazards.
- At the determination of the Authority Project Manager, development of project specific HSE plans may require a Certified Safety Professional (CSP) in current standing with the Board of Certified Safety Professionals (BCSP), or a Certified Industrial Hygienist (CIH) in current standing with American Board of Industrial Hygiene (ABIH) that has experience developing compliant written HSE scope policies, programs and procedures in the State of California (i.e., Site Specific HSE Work Plans, Rail Compliance, JHA's, Environmental Plans, Crane & Hoisting Plans, etc.).

Regulatory and Safety – Capital Program BCSP Certifications

Certified Safety Professional (/Certifications/Certified-Safety-Professional)



A Certified Safety Professional or CSP is a safety professional who has met education and experience standards, has demonstrated by examination the knowledge that applies to professional safety practice, continues to meet Recertification requirements established by the Board of Certified Safety Professionals, and is authorized by BCSP to hold the Certified Safety Professional certification.

Associate Safety Professional (/Certifications/Associate-Safety-Professional)



An Associate Safety Professional or ASP is a certification awarded by BCSP. It denotes that an individual has met academic requirements and has passed the ASP examination—an examination that leads to the CSP.

Construction Health and Safety Technician (/Certifications/Construction-Health-and-Safety-Technician)



Construction Health and Safety Technician or CHST is a certification awarded to safety practitioners who meet and continue to meet all requirements established by BCSP. BCSP awards CHST certification to individuals who demonstrate competency and work part-time or full-time in health and safety activities devoted to the prevention of construction illness and injuries.

Source: <http://bcsp.org/Certifications>

Regulatory and Safety – Facility Modifications BCSP Certifications

(Include Capital Program Certifications)

Occupational Health and Safety Technologist (/Certifications/Occupational-Health-and-Safety-Technologist)



Occupational Health and Safety Technologist or OHST is a title awarded to safety practitioners who meet and continue to meet all requirements established for the OHST by BCSP. Some examples of occupational health and safety activities are making worksite assessments to determine risks, potential hazards and controls, evaluating risks and hazard control measures, investigating incidents, maintaining and evaluating incident and loss records, and preparing emergency response plans.

Safety Trained Supervisor (/Certifications/Safety-Trained-Supervisor)



The Safety Trained Supervisor or STS certification is intended for managers at all levels, first line supervisors of work groups or organization units or have a safety responsibility for a work group that is part of other work duties. Safety Trained Supervisors are not necessarily safety specialists or safety practitioners. Typical candidates have a safety responsibilities that is adjunct, collateral or ancillary to their job duties. Their main job duties are in a craft or trade, in leadership, supervision or management, or in a technical specialty.

Construction Health and Safety Technician (/Certifications/Construction-Health-and-Safety-Technician)



Construction Health and Safety Technician or CHST is a certification awarded to safety practitioners who meet and continue to meet all requirements established by BCSP. BCSP awards CHST certification to individuals who demonstrate competency and work part-time or full-time in health and safety activities devoted to the prevention of construction illness and injuries.

Safety Trained Supervisor Construction (/stsc)



The Safety Trained Supervisor Construction or STSC certification is intended for those working in construction who are managers at all levels, first line supervisors of work groups or organization units or have a safety responsibility for a work group that is part of other work duties. Typical candidates have a safety responsibilities that is adjunct, collateral or ancillary to their job duties. Like STSs, STSCs main job duties are in a craft or trade, in leadership, supervision or management, or in a technical specialty.

Source: <http://bcsp.org/Certifications>

Regulatory and Safety (Cont.)

Monthly Safety Report Submittal:

- A monthly accident/incident summary report that includes number of workers on project, a list of subcontractors, work hours (month, year to date, & project cumulative) of each contractor, labor designation, OSHA Recordable injuries and illnesses segregated by medical treatment cases, restricted workday cases, number of restricted days, lost workday cases, and number of lost work days, and recordable incident rate.

Regulatory and Safety (Cont.)

- Implementation and compliance with Storm Water Best Management Practices (SWPPP BMP's) is required.
- Contractor shall prepare and submit a project best management practices (BMP) plan for OCTA's review and acceptance and the Contractor shall implement its BMP plan and maintain the BMPs for the duration of the project.

Scope of Work

Scope of Work

(Refer to IFB Documents, Exhibits, Attachments)

Dennis Mak, OCTA Project Manager
Will Provide Project Overview and Scope of Work

Project Location



16585 Magnolia Street
Westminister, CA 92683

Project Location



16585 Magnolia Street
Westminister, CA 92683

Project Description - Sitework

DETAILED PROJECT DESCRIPTION:

The project is divided into two components: Sitework and Building.

Sitework:

The approximately 2-acre lot contains 99 marked parking spaces. Due to the adjacent Magnolia Street roadwork (part of the 405-FWY widening project) the elevation of the entrance to the property was raised, requiring the following parking lot alterations:

- Regrading a small remaining portion of the asphalt parking lot (main entry work was completed as part of 405/Magnolia widening project).
- Providing code compliant pedestrian access walkway to the building from Magnolia.
- New pedestrian pathway requires reconfiguration of the central island and paving work to maintain Fire Truck clearances. This reconfiguration includes landscaping and relocation of a fire hydrant.
- Following the completion of the asphalt paving work, at the end of the project, the contractor shall recoat and restripe the entire parking.
- Landscaping refurbishments are required throughout the property.
- Site lighting and electrical repairs are required throughout the property.
- Restoration of water and power services that have been damaged by vandalism and theft.

Project Description - Building

DETAILED PROJECT DESCRIPTION:

The project is divided into two components: Sitework and Building.

Building:

The building is approximately 24,000SF and is divided into three retail spaces.

- Repairs and refurbishment of the building's interior and exterior finishes and systems are required.
- Restoration and replacement of various Mechanical, Electrical, and Plumbing systems.
- Design and installation of fire alarm systems.
- Replacement of ceiling and lighting systems.
- A small section of the southeasternmost parapet was removed to align with the new 405-FWY ROW clearance. The façade's stucco finish needs to be replaced in alignment with the reduced freeway setback.
- Decorative parapet cap shall be provided and installed around the entire building.
- Various roofing repairs associated with vandalism, mechanical rooftop units' replacement, and parapet caps are required.
- Canvas awning system shall be designed, permitted, provided and installed along the entire 405-FWY facing side of the building and corner returns, and over the main entry storefronts.
- All storefront systems and hardware shall be redesigned and replaced in-kind with any modifications required by current building codes.

Summary of Project

Scope of work per contract plans and specifications includes:

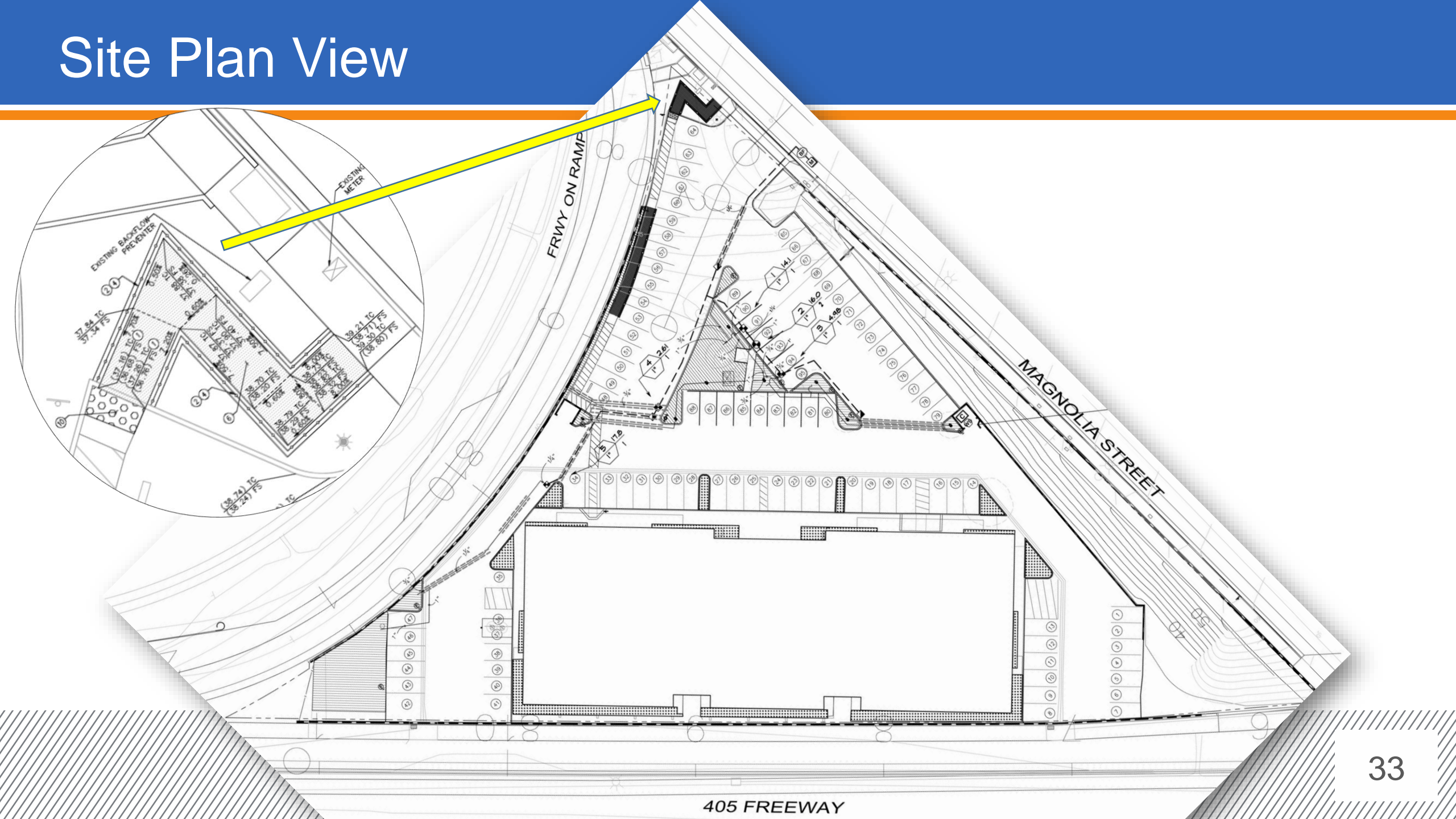
- All work related and required in contract documents.
- Refer to contract documents for complete scope of work.
- Contractor shall include all costs to fully complete the work per contract schedule.
- Contractor and its subcontractors shall obtain and include/pay costs for City business licenses.
- Normal work time window at the project site is from 7:00 a.m. to 4:00 p.m. Monday through Friday.

Schedule Milestones – (Reference Section 01 32 00)

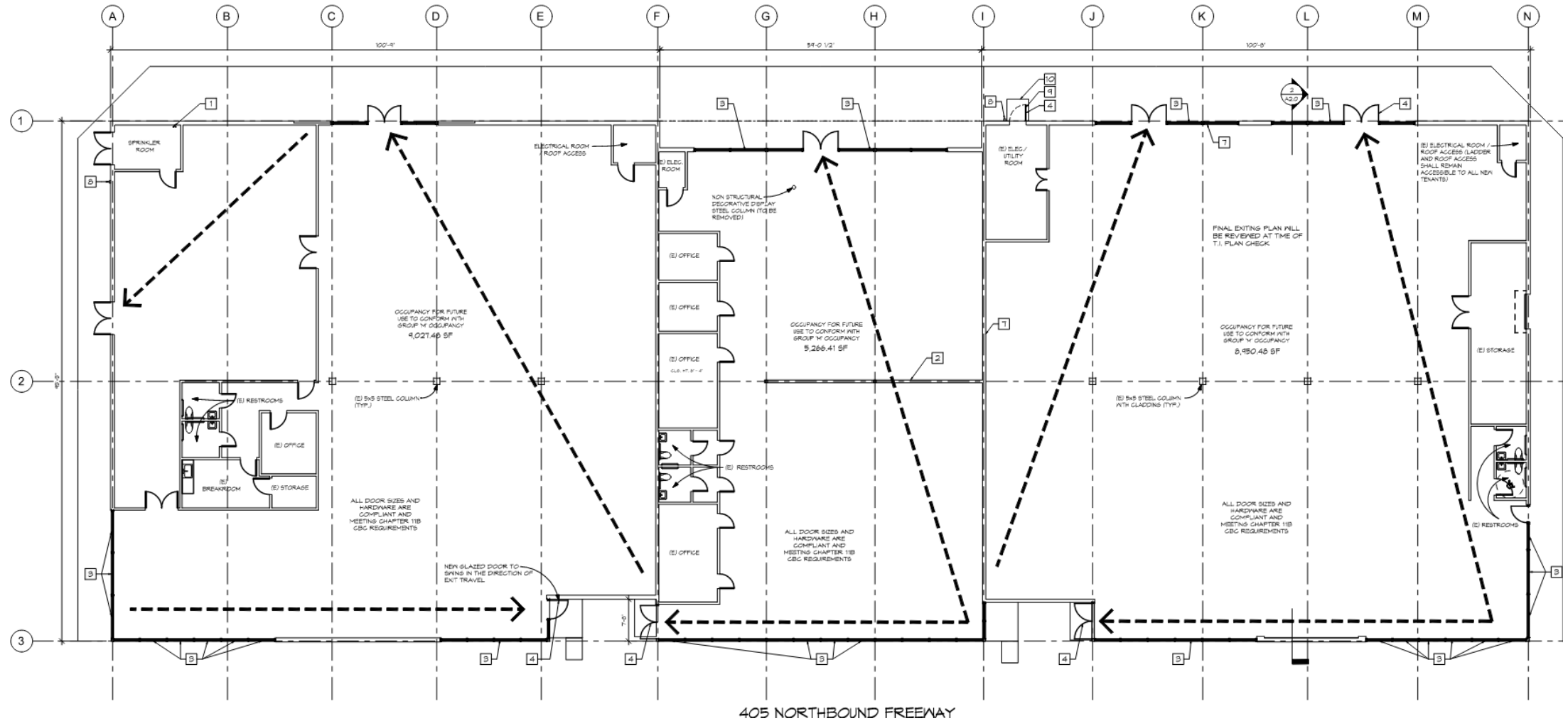
Tentative Procurement and Project Activity Dates:

- July 10, 2023: Board of Directors Approval (Tentative)
- July 31, 2023: Fully Executed Contract
- August 2023: Begin Construction
- December 2023: Project Completion

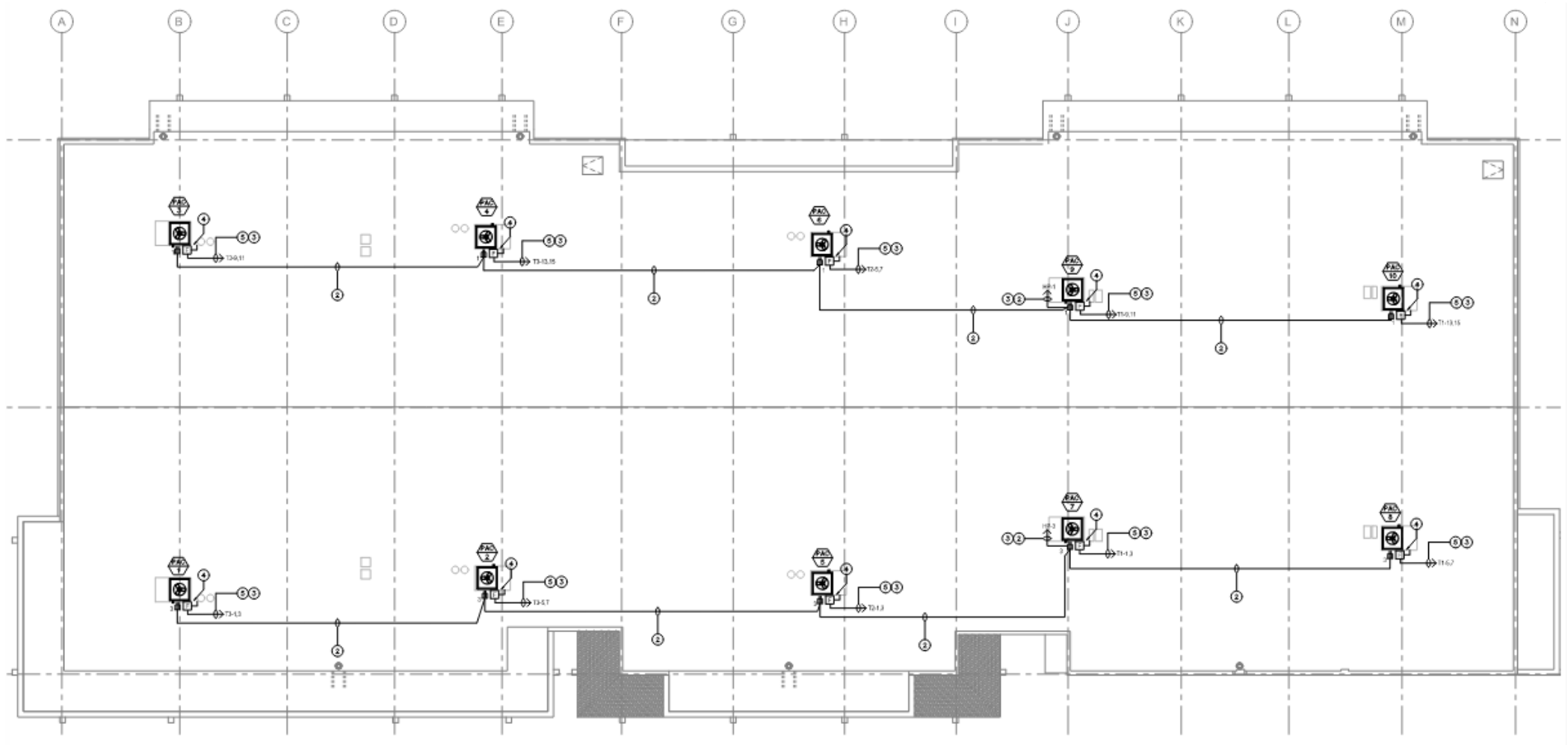
Site Plan View



Floor Plan View



Rooftop Plan View



Proposed Parapet & Awning (405-FWY Side)



Photos of Existing Conditions – Front Storefront



Photos of Existing Conditions – Front Storefront



Photos of Existing Conditions – Rear (405-FWY Side)



Photos of Existing Conditions – Electrical



Photos of Existing Conditions – Interiors



Photos of Existing Conditions – Interiors



Photos of Existing Conditions – Interiors



Questions?



- Reminder.... Bids are due by 11:00 A.M. on April 12, 2023
- Bid Opening Instructions:
 - Hand delivered: must be time stamped at OCTA Lobby Reception
 - Public Bid Opening: Via teleconference using the following login credentials:
 - Meeting Link: [Microsoft Teams Meeting](#)
 - Call-in Number: 1 916-550-9867
 - Conference ID: 339 383 297#
 - Callers are requested to dial in and mute the call.
- Please register on CAMM NET
- How to Submit a Responsive Bid to an IFB:
<https://cammnet.octa.net/vendor-training/>
- Thank you for your interest in OCTA!

16858 Magnolia Street

Site Visit/Job Walk: IFB 3-2208, Restoration of Commercial Property

Meeting Location: 16858 Magnolia Street (at the Jobsite)
Time/Date: 3:00PM, Wednesday, March 22, 2023

1. Introductions

2. Job Walk Goals –

- A. To fully understand the property's existing conditions, key scope areas, layout, constraints, and opportunities.
- B. Questions that affect the work shall be formally submitted for responses by Addendum.

3. Jobsite History

4. Overall Project Scope and Schedule

3. Safety – IIPP, Cal/OSHA, and OSHA Adherence

- A. Emergency Contact Directory
- B. Jobsite Emergency Plan and Assembly Area
- C. Each company shall have a competent safety representative on-site during the work that is familiar with the jobsite's requirements and who will be responsible for ensuring their crews' adherence to their company's IIPP, Jobsite Specific Safety Plan, JHA/AHA's, and OCIP & OSHA requirements.
- D. PPE: Hardhat, Safety Vest, Safety Glasses, task specific protective equipment, appropriate jobsite attire.
- E. Utility Safe-Off, Fire Protection, and temporary lighting.

4. Environmental

- A. Best Management Plan (BMP)
- B. Dust Control
- C. Wash-Out Containment
- D. Equipment Maintenance

5. Public Relations

- A. Contact with news media is prohibited - Forward all requests to Owner's Representative
- B. Contact with local government officials - Forward all requests to Owner's Representative
- C. Contact with neighboring property owners - Forward all requests to Owner's Representative

6. Logistics

- A. Site office, storage/staging materials and equipment, sanitary facilities, dumpsters, break area, etc.
- B. Haul Routes for large trucks (equipment deliveries, concrete, haul-aways, dump trucks, etc.)
- C. Jobsite Security and Containment – Guard service, CCTV, fence, scrim, and maintenance.

7. Construction Meetings

- A. Morning Muster Meetings – Review day's tasks and associated JHA/AHA's and keep sign-in sheets.
- B. Toolbox Talks – Weekly at minimum. Keep sign-in sheets and detail of topics discussed.
- C. Weekly Foremen's Meetings – Jobsite Office
- D. Schedule/Planning Meetings – Jobsite Office

8. Construction Work Schedule

- A. Baseline Schedule
- B. Three-Week Lookahead Schedule – Foremen's Plan (Pull Planning)
- C. Standard work hours: 7am to 4pm, M-F (No "major" holiday work is allowed)
Any work to be performed outside of Standard work hours requires 72-hour advance notice request with detailed work plan for Owner's review, approval, and coordination.
- D. No one other than Site Security shall be on the jobsite without Owner's representatives present.

9. Testing and Pre-Cover Inspections

- A. Engineering Inspections
- B. City Inspections
- C. Deputy Inspections
- D. Testing/Certifications

10. Document Management

- A. All Permit documents and Permit Cards; IIPP's and SSSP's, JHA/AHA's, SWPPP's, [M]SDS Binders, planning schedule, and as-builts will be securely kept on the jobsite by the Contractor.

11. Contract Administration

- A. Inspection (City and Deputies) and Survey Requests
- B. Submittals
- C. RFI & Issue Resolution Processes
- D. Change Management – Directives to Proceed, Change Order Requests, Change Orders
- E. Monthly Invoices – (AIA G702 & G703) w/Lien Releases

12. Contract Completion and Closeout Process

- A. Permit Finals
- B. Punchlist and Notice of Substantial Completion
- C. Equipment Commissioning, Certifications, O&M's and Warranties, and Training.
- D. Turnover of all record documents.