



*AFFILIATED AGENCIES*

*Orange County  
Transit District*

*Local Transportation  
Authority*

*Service Authority for  
Freeway Emergencies*

*Consolidated Transportation  
Service Agency*

*Congestion Management  
Agency*

March 9, 2023

**SUBJECT: Invitation for Bids (IFB) 3-2288  
Bus Wash Equipment Replacement at Garden Grove Bus Base  
Addendum No. 1**

Gentlemen/Ladies:

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

1. Prospective bidders are advised that the pre-bid conference will be held on March 10, 2023, at 9:00 a.m., via teleconference only. Prospective bidders may join or call-in using the following credentials:
  - [Microsoft Teams Meeting Link](#)
  - OR Call-in Number: (916) 550-9867
  - Conference ID: 174 521 288#
2. Prospective bidders are advised that a job walk will be conducted on March 10, 2023, at 10:30 a.m. at the Garden Grove Bus Base located at 11790 Cardinal Circle, Garden Grove, California 92843.
3. Prospective bidders are advised that a copy of the pre-bid conference presentation is presented as Attachment A to this **Addendum No. 1**.
4. Prospective bidders who plan to attend the pre-bid conference remotely are requested to submit via e-mail to [sgettel@octa.net](mailto:sgettel@octa.net), no later than March 10, 2023, at 9:00 a.m., the Pre-Bid Conference Registration Sheet which is presented as Attachment B to this **Addendum No. 1**.

Prospective bidders are advised that all changes addressed in this **Addendum No. 1** shall be incorporated into the final Agreement.

Prospective bidders are reminded to acknowledge receipt of this **Addendum No. 1** in their "Bid Form".

March 9, 2023

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Questions regarding this **Addendum No. 1** should be directed to the undersigned at (714) 560-5562 or [sgettel@octa.net](mailto:sgettel@octa.net).

Sincerely,

A handwritten signature in blue ink, appearing to read "Sonja Gettel", is written over a light blue circular stamp.

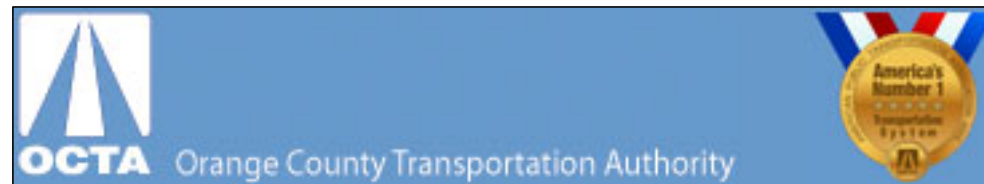
Sonja Gettel  
Senior Contract Administrator  
Contracts Administration and Materials Management

Attachments

Attachment A: Pre-Bid Conference Presentation

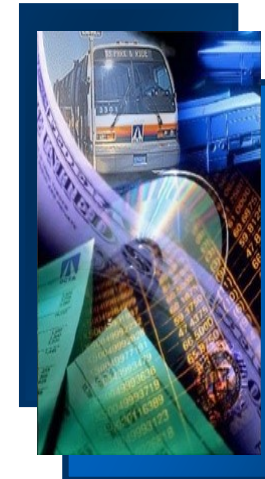
Attachment B: Pre-Bid Conference Registration Sheets

# Pre-Bid Conference for IFB 3-2288 Bus Wash Building Equipment Replacement at Garden Grove Bus Base



# Agenda

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



# CAMM NET Registration

Why register on CAMM NET?

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

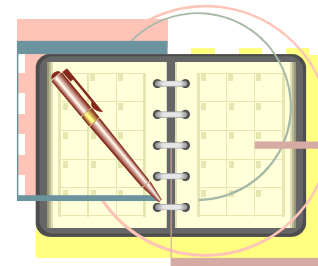
- To receive e-mail notifications of Solicitations, Addenda and Awards
- View and update your vendor profile
- Required for Award

# 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](https://cammnet.octa.net/awards/bid_results/Default.aspx)

# Key Procurement Dates

- IFB Issue Date: March 2, 2023
- Questions & Approved  
Equals Due: March 14, 2023, 5:00 P.M.
- OCTA Responds: March 22, 2023
- Bid Submittal Deadline: April 3, 2023, 11:00 A.M.  
(time-stamp required by lobby reception)
- Board of Directors Award:  
May 22, 2023  
(anticipated)



# Key Procurement Information

- Discussions today are non-binding, all changes via written addendum
- 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 14, 2023, 5:00 P.M.
- Approved Equal Request Deadline: March 14, 2023, 5:00 P.M.
- All requests must be in writing and submitted to:  
Sonja Gettel, Senior Contract Administrator  
E-mail recommended: [sgettel@octa.net](mailto:sgettel@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 – (leave blank)
- 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

## ☐ **Iran Contracting Act Certification**

- certify with signature and date
- sign and date only one option (#1 or #2)



# 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: 365 calendar days
- Article 10. Insurance: required within 10 calendar days of notification of award
- Article 12. 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: \$300 per calendar day

# Agreement

Bidders are encouraged to review:

- Article 48. Health and Safety Specifications

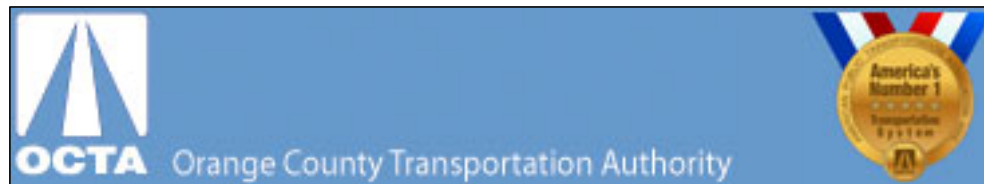
Level 3 Health Safety and Environmental Specifications (Exhibit H)

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., SCRRA, 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.

### 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 (/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.

### 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.



# Jim Khan, OCTA Project Manager

## Project Overview and Scope of Work

## LOCATION OF GARDEN GROVE BUS BASE: 11790 CARDINAL CIRCLE, GARDEN GROVE 92843





## SUMMARY OF PROJECT WORK

- The scope of work is to be completed per the contract agreement, plans, and specifications.
- The Project work includes, but is not limited to, replacing the equipment in the bus wash building with a new electric bus wash system.
- Additional work includes demolition of all existing bus wash equipment in the bus wash building.
- Also, Contractor is required to protect in place existing equipment in the adjacent storeroom. See Project Drawing A-1, Construction Note 9 for equipment to be protected in place. Contractor is required to provide mobile bus washing equipment for washing buses during the period of construction.

## Summary of Project (cont.)

- Contractor is required to furnish all equipment, materials, tools, labor, engineering shop drawings, submittals, fees, permits, and related documentation necessary to complete the work for a new, fully functional electric powered bus wash system as a turn-key project to OCTA.
- Additional requirements include connecting the new system to the existing water reclamation, reverse osmosis and water recycle system in the adjacent storeroom for a fully functional system.
- Contractor shall include all premium costs to complete the work.
- Contractor and subcontractors shall obtain and pay for any required permits, and city business licenses.

## Summary of Project (cont.)

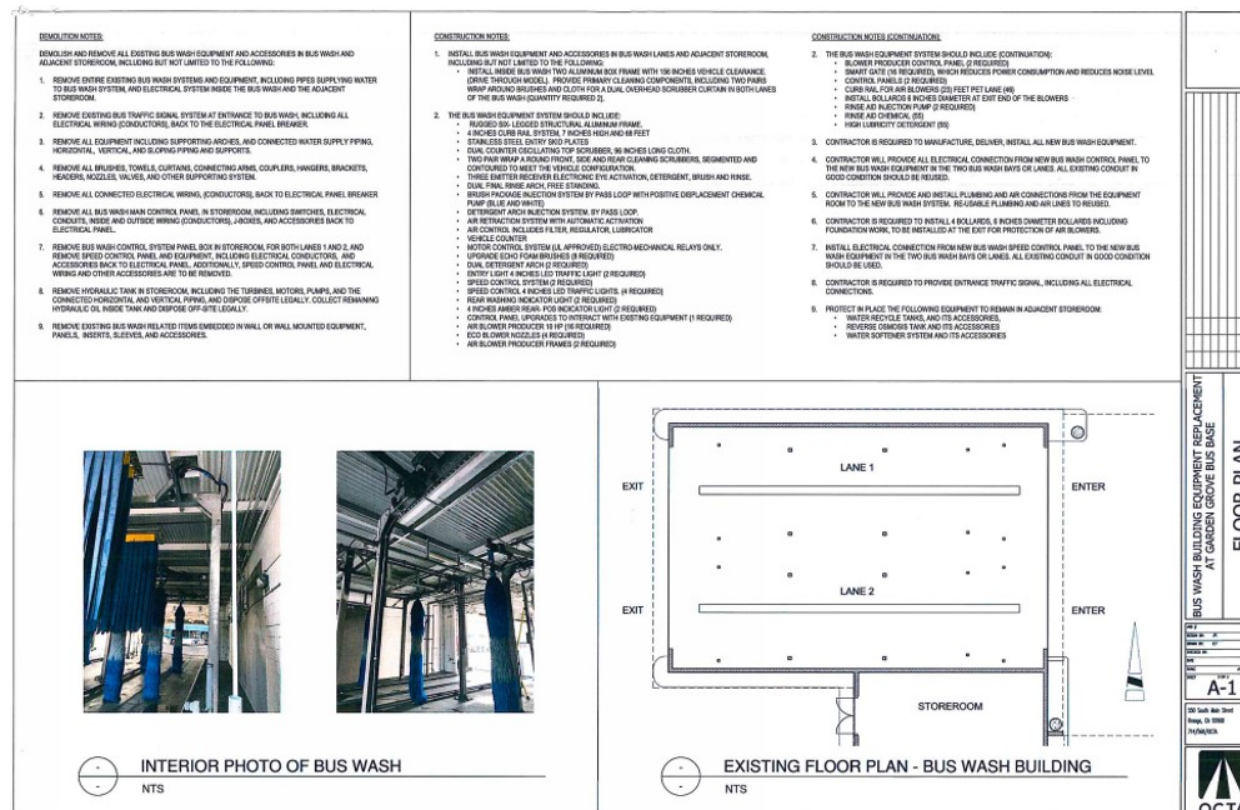
- OCTA Garden Grove Bus Base operates 24 hours a day, 7 days a week, and will remain operational during construction.
- Construction work is required to be performed as shown on the contract drawings. Contractor is required to inform and closely coordinate the work with OCTA's Project Manager for construction activities.
- Normal construction work time window at the project site is from 7:00 AM To 4:00 PM, Monday through Friday.
- After start of construction, Contractor is required to perform work on consecutive workdays until the entire Project is complete.



## Summary of Project (cont.)

- OCTA will assign a construction storage/laydown area for the storage of Contractor's equipment on site.
- Contractor is required to provide and maintain temporary fencing around the assigned construction storage/laydown area.
- Contractor is required to provide signage on the fence identifying the project storage/laydown area, including project name, Contractor's name, cell phone number, and estimated completion date of the Project.
- Contractor is required to provide a temporary toilet facility for the contractor's workers on site. OCTA will assign a space for the temporary toilet location on site.

# Floor Plan and Interior Photos



# Vendor Video Training

- How to Submit a Responsive Bid to an IFB:  
<https://cammnet.octa.net/vendor-training/>

# Questions?



- Reminder.... Proposals are due by 11:00 A.M. on April 3, 2023
- Please sign in
  - Hand delivered: must be time stamped at OCTA Lobby Reception
  - Public Bid Opening: via teleconference using the following login credentials:
    - [Microsoft Teams Meeting Link](#)
    - OR Call-in Number: (916) 550-9867
    - Conference ID: 306 072 094#
- Please register on CAMM NET
- Thank you for your interest in OCTA!



## ***PRE-BID CONFERENCE REGISTRATION***

IFB #: 3-2288

Date: March 10, 2023

Title: Bus Wash Building Equipment Replacement at Garden Grove Bus Base

1. Company Name: \_\_\_\_\_  
Attendee: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State Zip: \_\_\_\_\_  
Phone Number: (       ) \_\_\_\_\_ Registered on CAMM NET? ☐ Yes ☐ No  
Prime ☐ Sub ☐ DBE ☐  
E-Mail Address: \_\_\_\_\_  

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2. Company Name: \_\_\_\_\_  
Attendee: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State Zip: \_\_\_\_\_  
Phone Number: (       ) \_\_\_\_\_ Registered on CAMM NET? ☐ Yes ☐ No  
Prime ☐ Sub ☐ DBE ☐  
E-Mail Address: \_\_\_\_\_  

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Phone Number: (       ) \_\_\_\_\_ Registered on CAMM NET? ☐ Yes ☐ No  
Prime ☐ Sub ☐ DBE ☐  
E-Mail Address: \_\_\_\_\_