



AFFILIATED AGENCIES

*Orange County
Transit District*

*Local Transportation
Authority*

*Service Authority for
Freeway Emergencies*

*Consolidated Transportation
Service Agency*

*Congestion Management
Agency*

December 4, 2024

**SUBJECT: Invitation for Bids (IFB) 4-2550
Replacement of Mechanical Units at the Santa Ana Bus Base
Addendum No. 1**

Bidders:

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 will be required to hold a valid State of California license as specified below:
 - Hold a valid State of California C-20 specialty contractor license, or
 - Hold a valid State of California Class B general building contractor and either:
 - hold a valid State of California C-20 specialty contractor license, or
 - subcontract to a valid State of California C-20 specialty licensed subcontractor.
2. Prospective bidders are advised the pre-bid conference will be held via in-person and teleconference on December 5, 2024, at 10:00 a.m., at 550 South Main Street, Conference Room 07, Orange, California, 92863. Prospective bidders may join or call-in using the following credentials:
 - [Microsoft Teams Meeting Link](#)
 - OR Call-in Number: 1 916-550-9867, 137680369#
 - Conference ID: 137 680 369#
3. Prospective bidders are advised that a job walk will be conducted after the Pre-Bid Conference on December 5, 2024, at 11:30a.m., at the Santa Ana Bus Base, 4301 West MacArthur Boulevard, Santa Ana, CA 92704.
4. Prospective bidders are advised that a copy of the pre-bid conference presentation is presented as Attachment A to this **Addendum No. 1**.

December 5, 2024

Page 2

5. Prospective bidders who plan to attend the pre-bid conference remotely are requested to submit via e-mail to jmellen@octa.net, no later than December 5, 2024, at 5:00 p.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".

Questions regarding this **Addendum No. 1** should be directed to the undersigned at 714-560-5078 or jmellen@octa.net.

Sincerely,

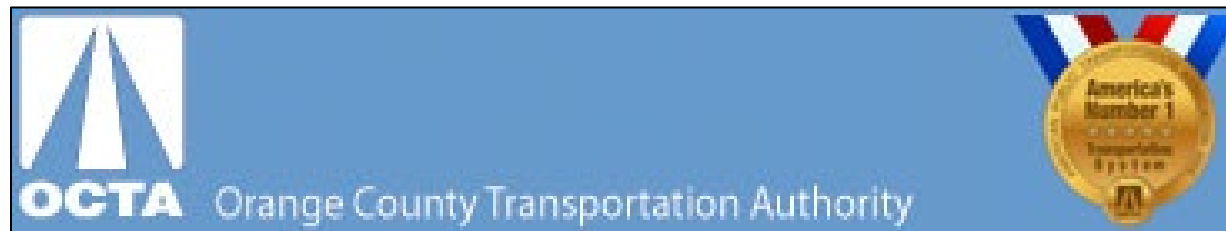
Josie Mellen

Josie Mellen
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 4-2550 Replacement of Mechanical Units at the Santa Ana Bus Base



Agenda

- Safety/Emergency Evacuations
- 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/>

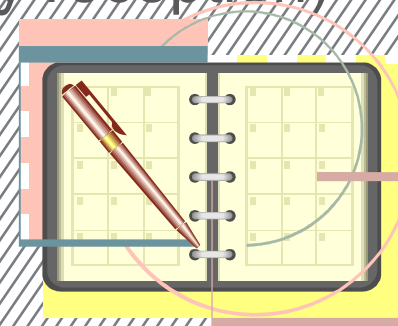
- To receive e-mail notifications of Solicitations, Addenda and Awards
- View and update your vendor profile
- Required for Award

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

Key Procurement Dates

- IFB Issue Date: November 25, 2024
- Questions & Approved
Equals Due: December 20, 2024, 5:00
P.M.
- OCTA Responds: January 17, 2025
- Bid Submittal Deadline: February 3, 2025, 11:00
A.M. (time-stamp required by lobby reception)
- Board of Directors Award:
April 28, 2025
(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 .
- 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
- Funded with Local funds

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: December 20, 2024, 5:00 P.M.
- Approved Equal Request Deadline: December 20, 2024, 5:00 P.M.
- All requests must be in writing and submitted to:
Josie Mellen, Senior Contract Administrator
E-mail recommended: jmellen@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. Make sure to sign, corporate seal, and notarize documents when requested.

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

Required Bid Submission

☐ **Iran Contracting Act Certification** (Bids over \$1,000,000 only)

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

Agreement

Agreement – Section IV 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: 720 calendar days
- Article 6. Prompt Payment Clause: flow down requirement
- 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: \$300 per calendar day

Agreement

Bidders are encouraged to review:

- Health and Safety Specifications

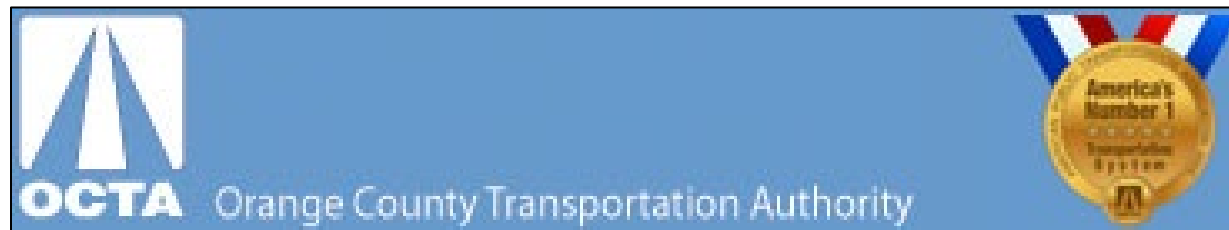
Level 3 Health Safety and Environmental Specifications (Exhibit H)

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

- 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.
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- 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.)

- 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.

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.

Nhatran Do, OCTA Project Manager

Project Overview and Scope of Work

Scope of Work: (Refer to IFB documents, Exhibits, and Attachments)

Scope of Work

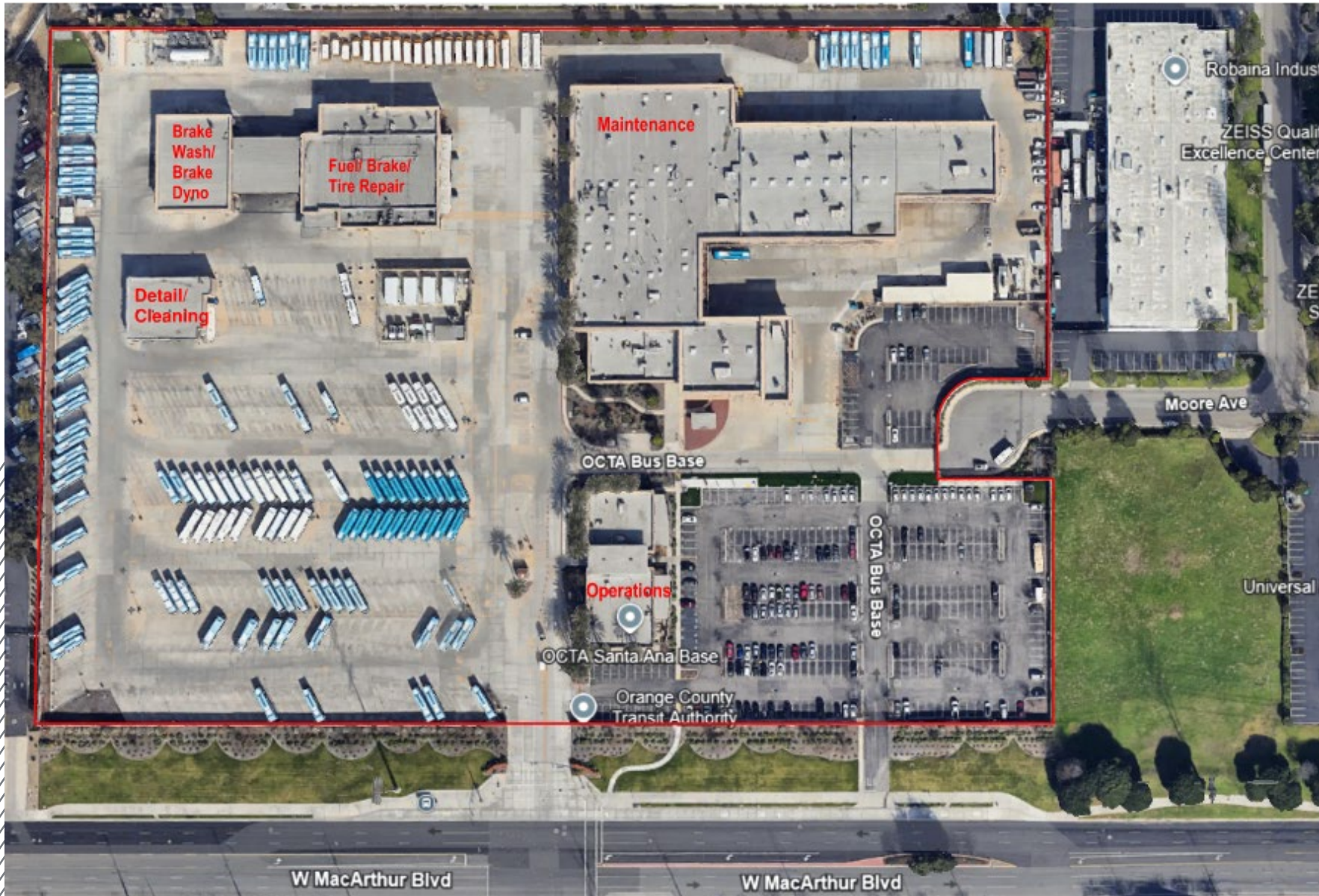
Scope of Work

(Refer to IFB Documents, Exhibits, Attachments)

OCTA Project Manager

Will Provide Project Overview and Scope of Work

Project Locations



OCTA Santa Ana Bus Base
4301 West MacArthur Blvd,
Santa Ana, CA 92704

Summary of Project

Scope of work per contract plans and specifications includes:

- Replacement of mechanical units, including heating, ventilation, and air conditioning (HVAC) units, heating and ventilation (HV) units, exhaust fans (EF), and cyclone vacuum (CV) units at Santa Ana Bus Base.
- Providing temporary HVAC, HV, and EF.
- Related electrical work.
- Related roof repairs.
- Related vibration isolation equipment curb work and structural modifications.
- Air distribution system cleaning work.
- All work related and required in contract documents.

Refer to contract documents for complete scope of work.

Summary of Project (cont.)

- Santa Ana Bus Base operates 24 hours a day, 7 days a week and shall remain fully operational during construction.
- Normal work time window at the project site is from 7:00 a.m. to 4:00 p.m. Monday through Friday.
- Construction work shall be performed in phases at each building: the demolition phase and the new construction phase, as required in Contract documents.
- Contractor shall account for the materials/equipment procurement and lead time in their bid.

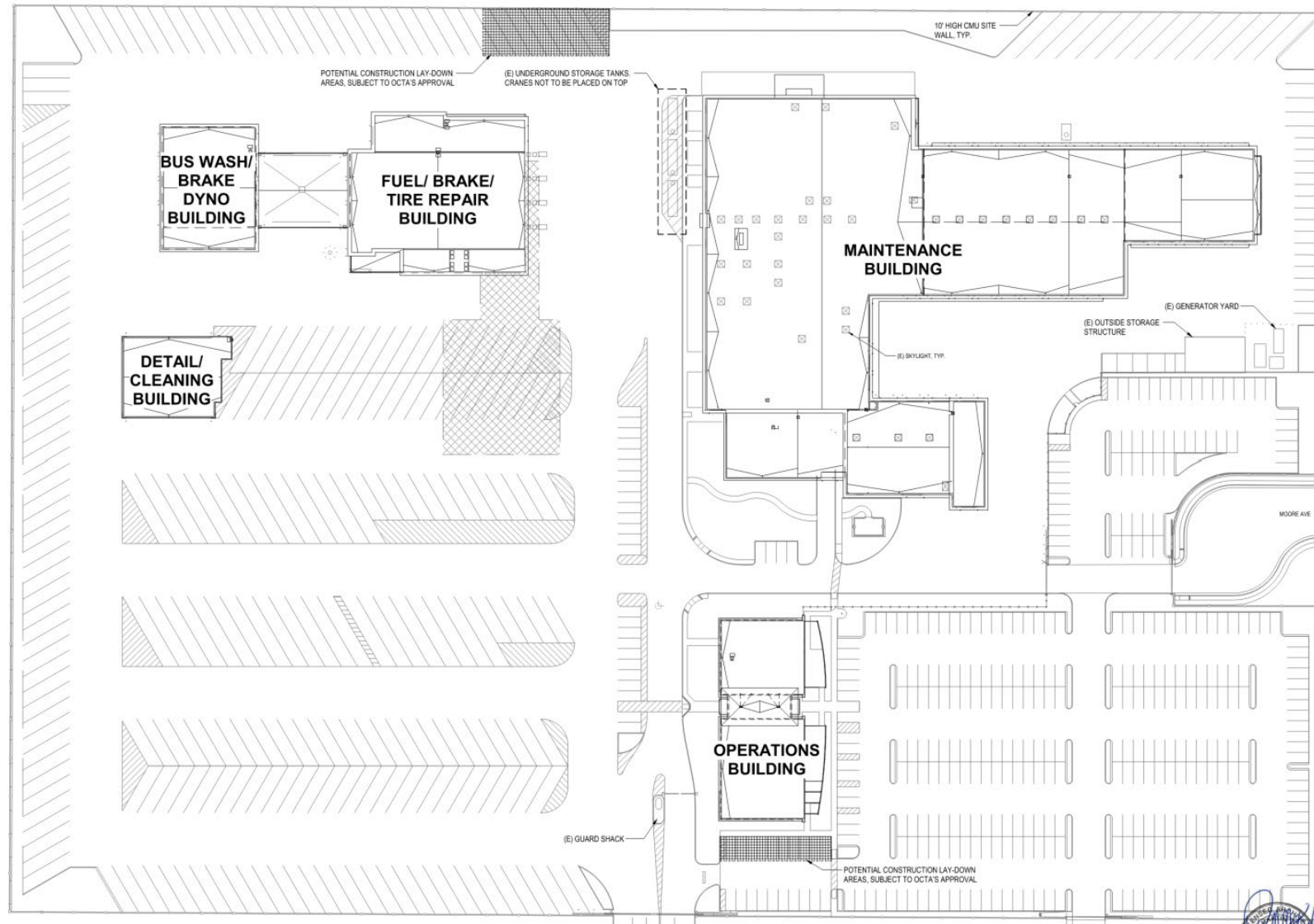
Summary of Project (cont.)

- Contractor shall include all premium costs to complete the work.
- Contractor and its subcontractors shall obtain and include/pay for costs for City business licenses.

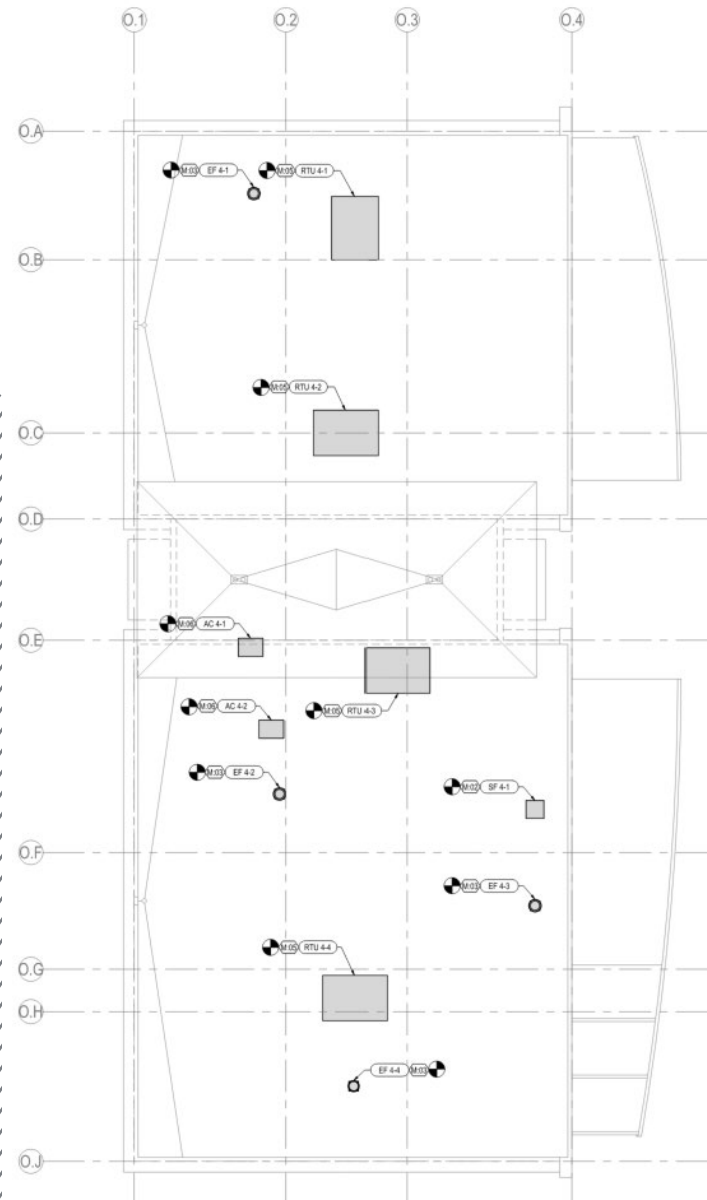
Summary of Project (cont.)

- Existing mechanical units and equipment curbs to be replaced shall be removed off the roof and legally disposed off the site on the same day of removal; no temporary storage on building roofs is allowed.
- No temporary storage of new mechanical units, new equipment curbs on building roofs is allowed. New mechanical units and equipment curbs shall be hoisted directly to their final locations.
- All other demolished materials and debris shall be removed off the roofs before installation of new equipment curbs and new mechanical units.
- Contractor shall provide temporary HVAC, HV, and EF during construction period between removal of the existing mechanical units and installation/commissioning of the new mechanical units in compliance with all code and regulations.

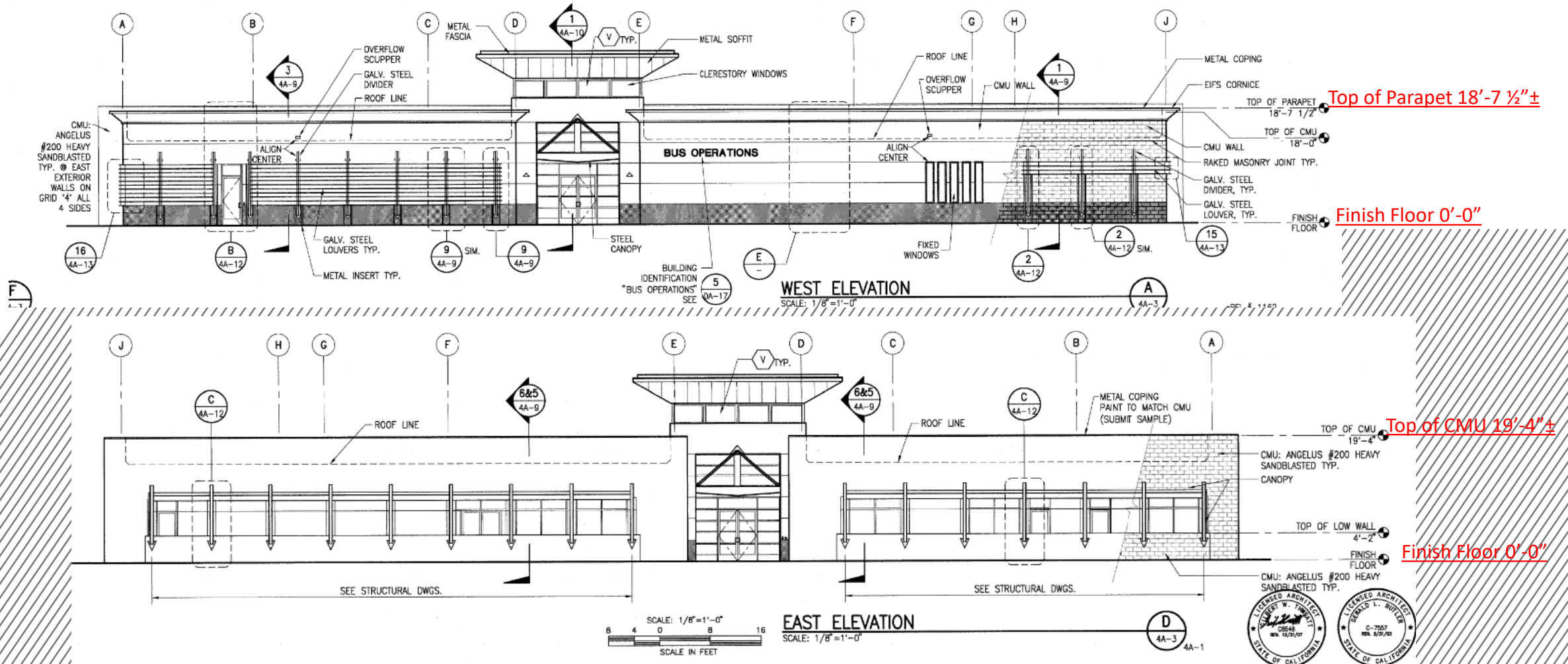
Santa Ana Bus Base - Site Plan



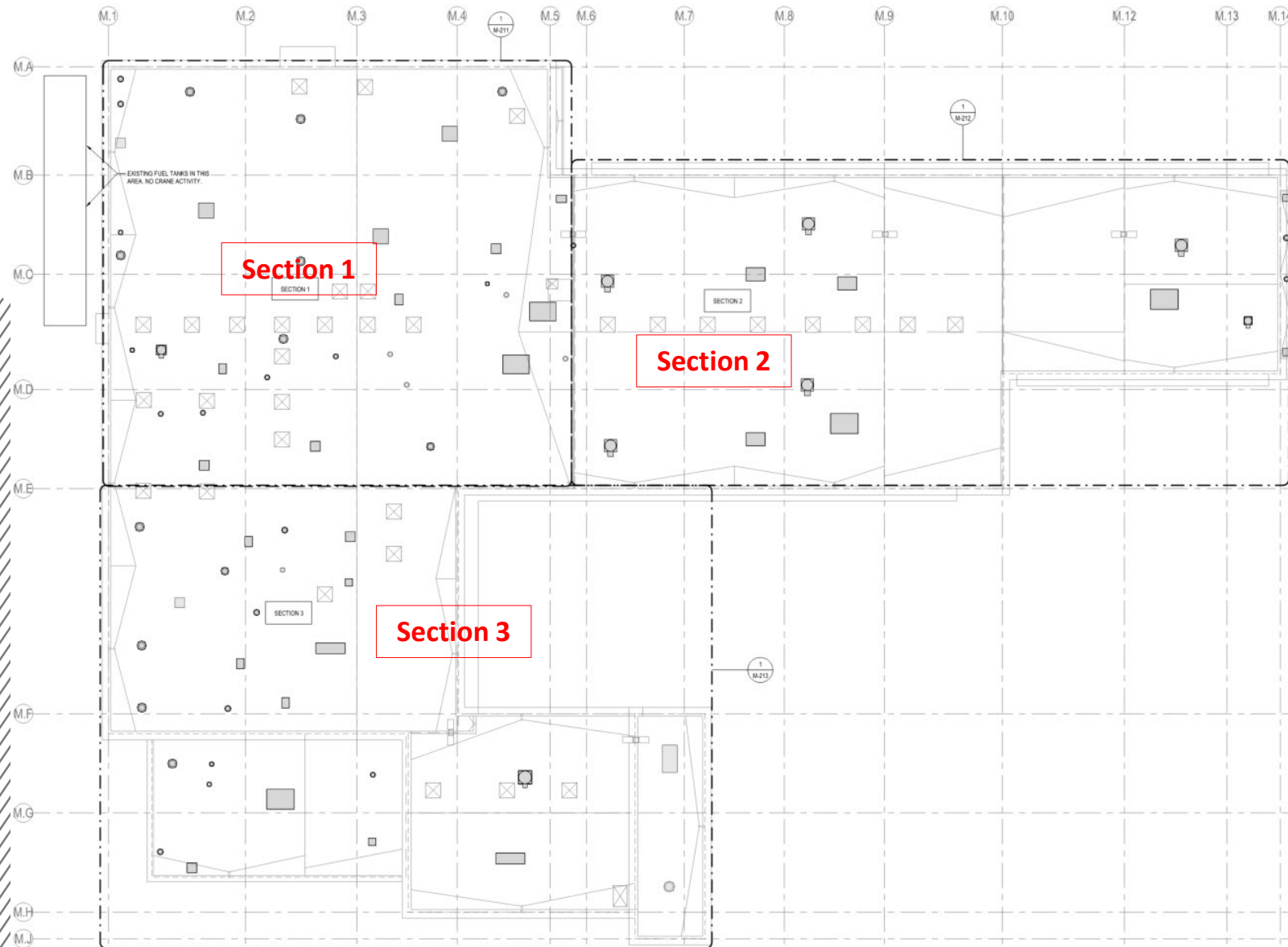
Operations Building - Mechanical Roof Plan



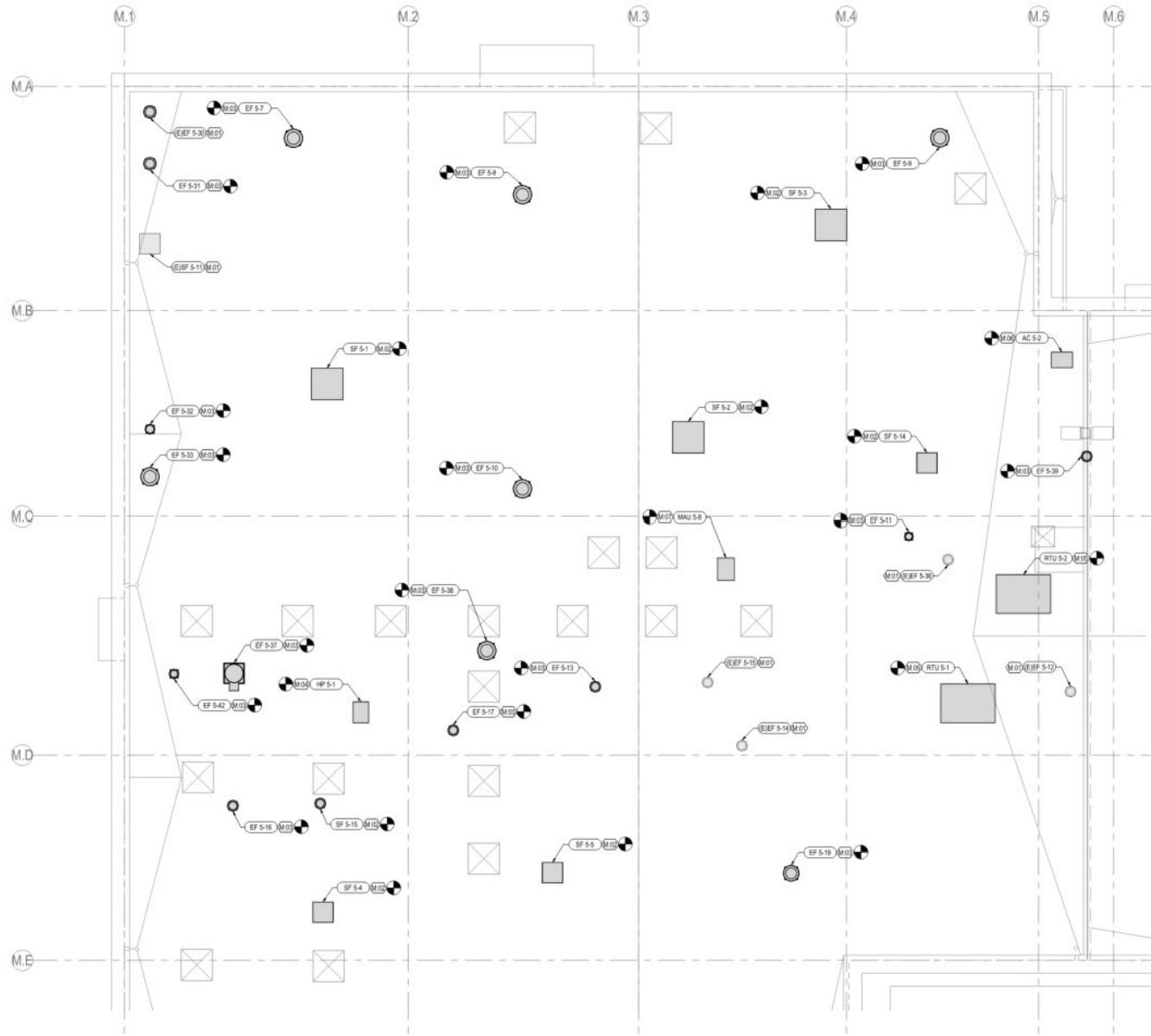
Operations Building - Elevations



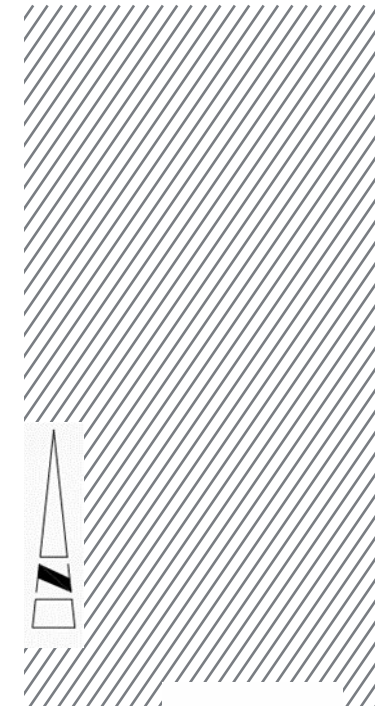
Maintenance Building – Mechanical Roof Plan



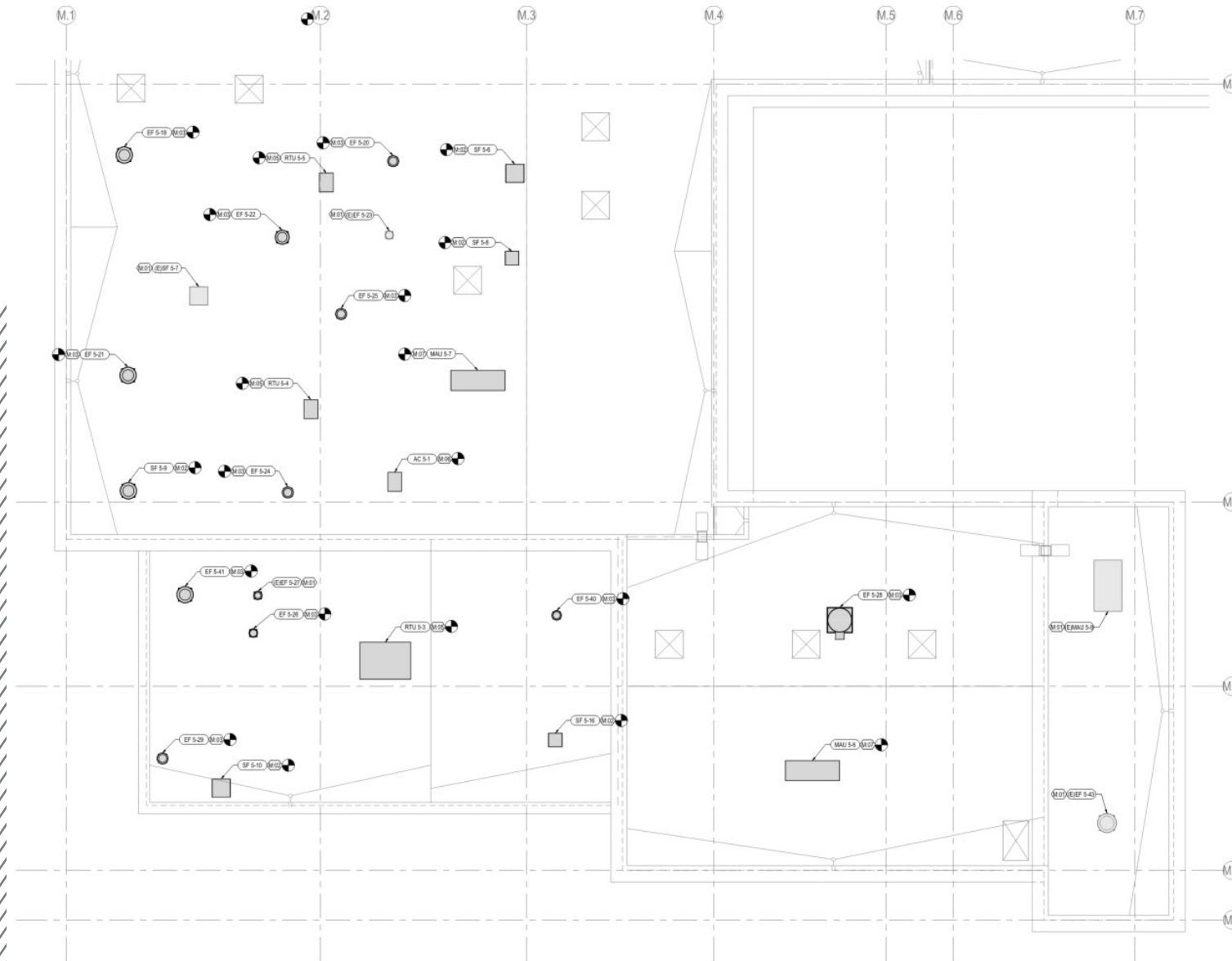
Maintenance Building – Mechanical Roof Plan – Section 1



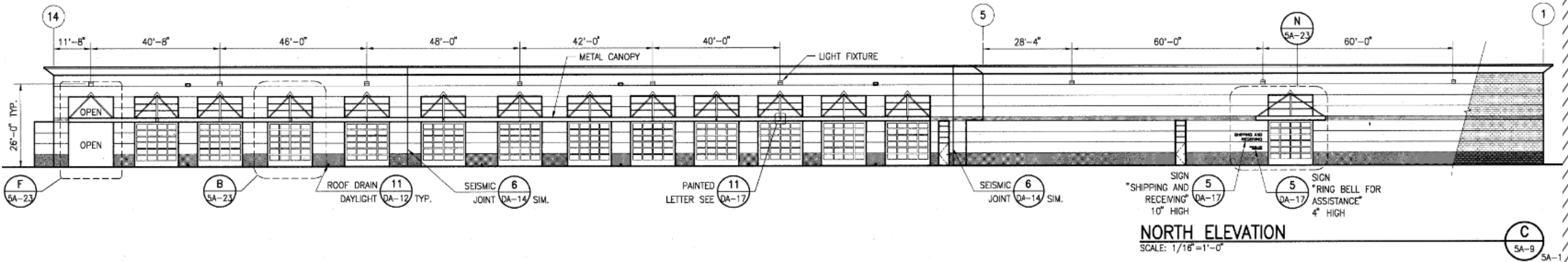
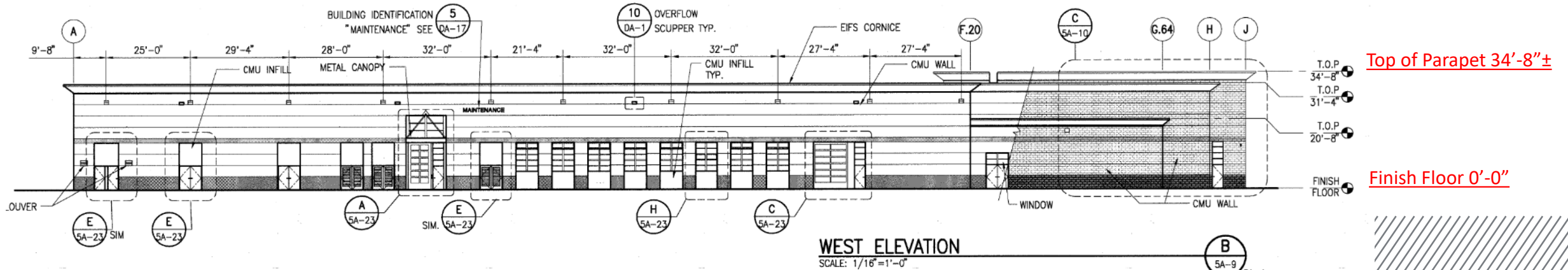
Maintenance Building – Mechanical Roof Plan – Section 2



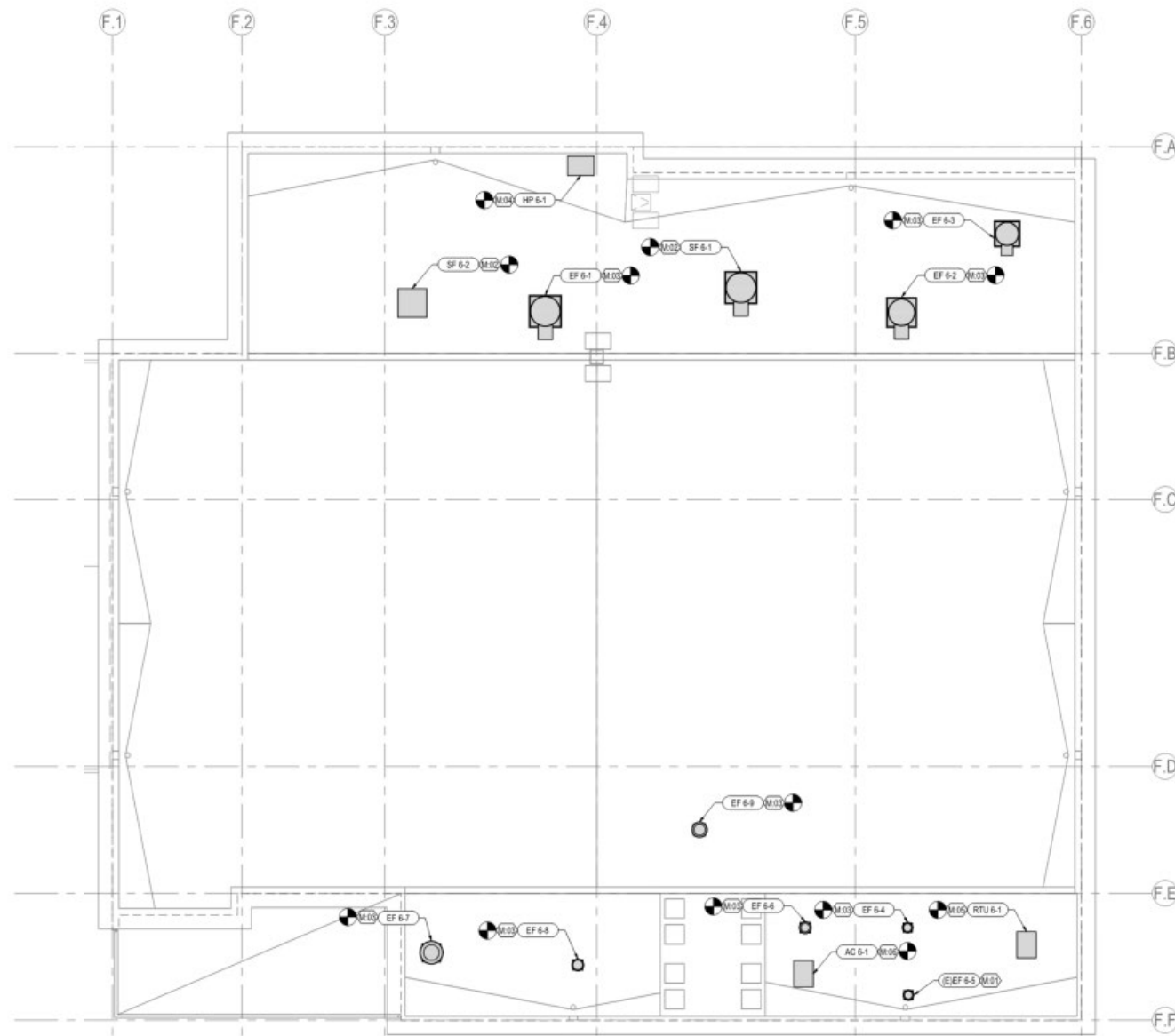
Maintenance Building – Mechanical Roof Plan – Section 3



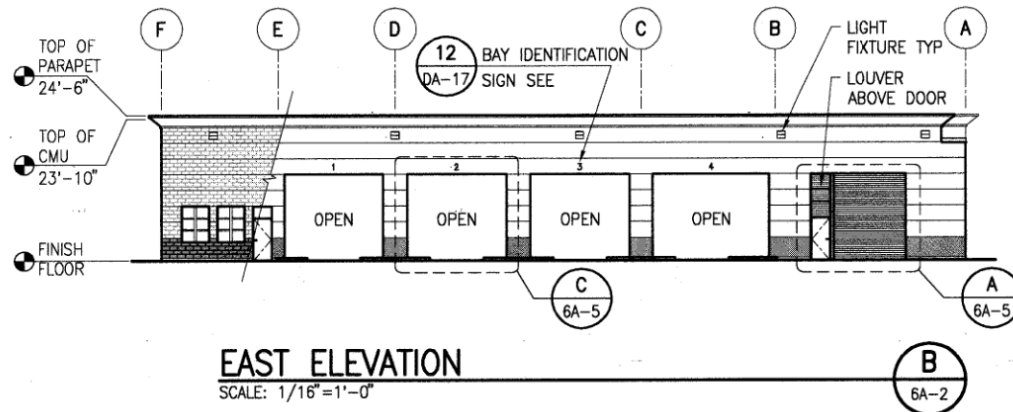
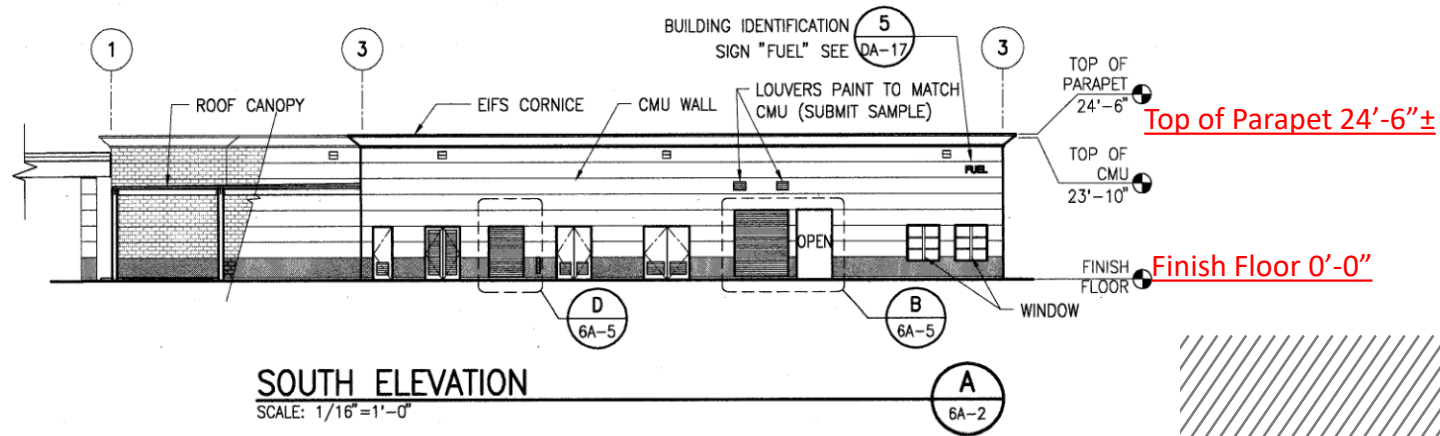
Maintenance Building - Elevations



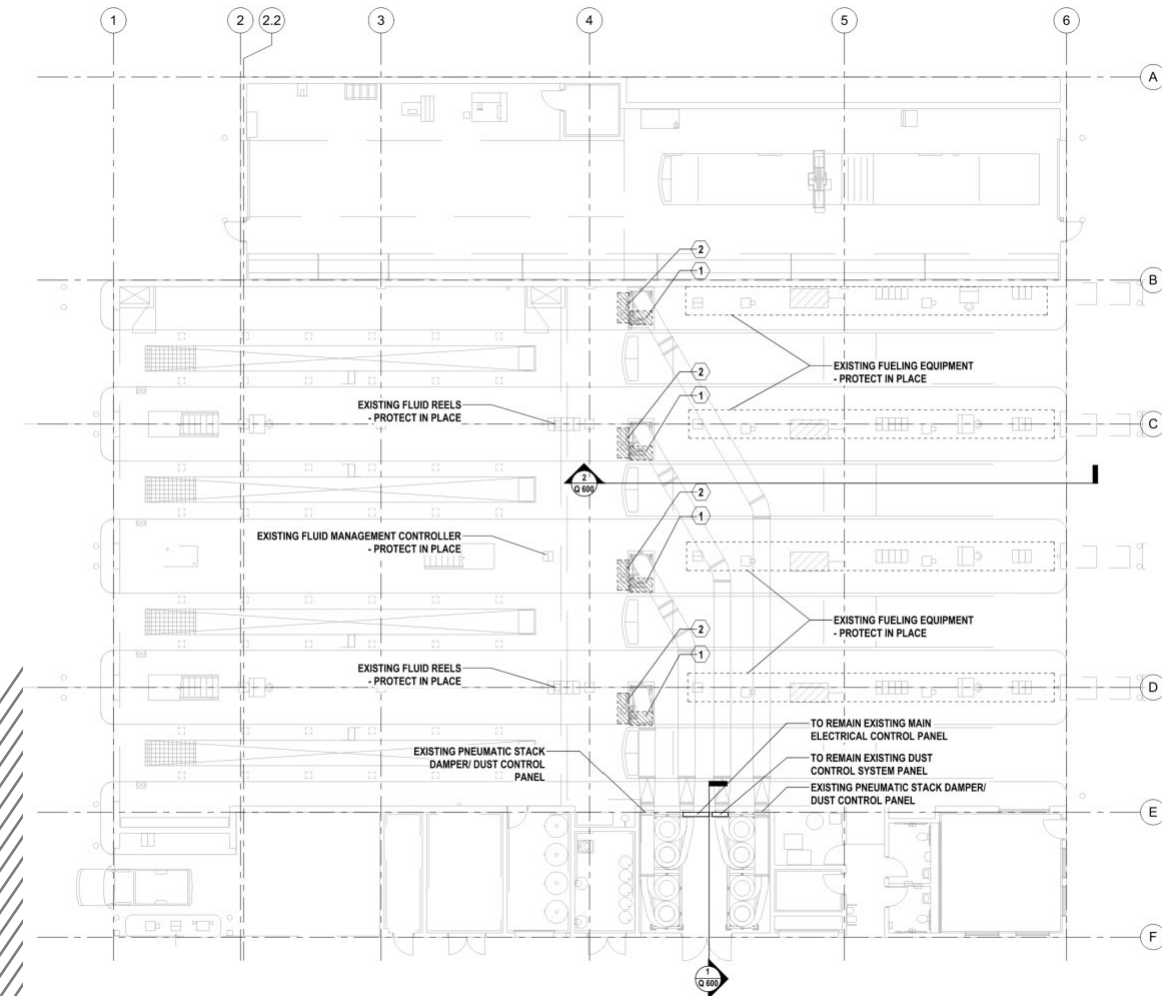
Fuel/Brake/Tire Repair Building – Mechanical Roof Plan



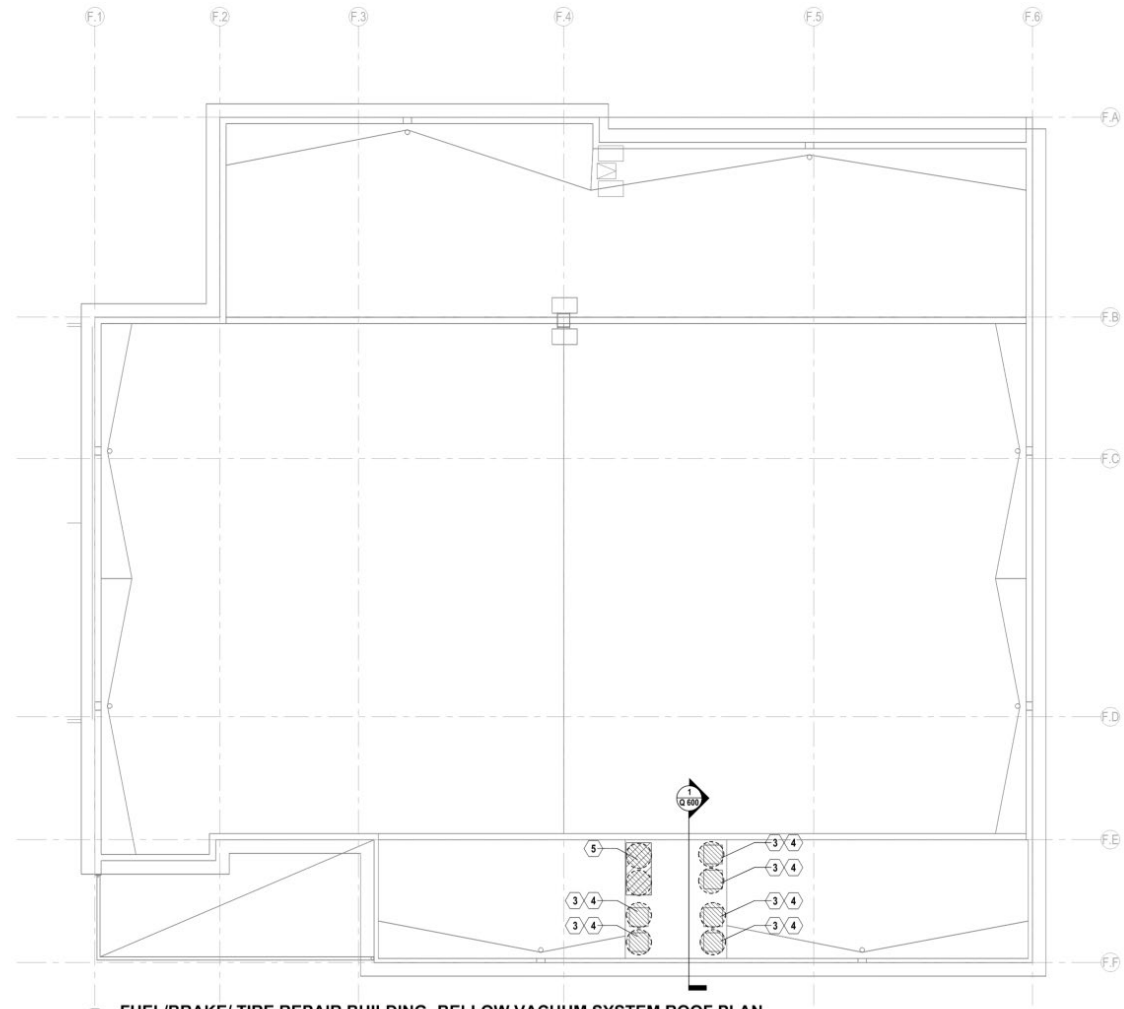
Fuel/Brake/Tire Repair Building - Elevations



Fuel/Brake/Tire Repair Building – Bellow Vacuum System Plan

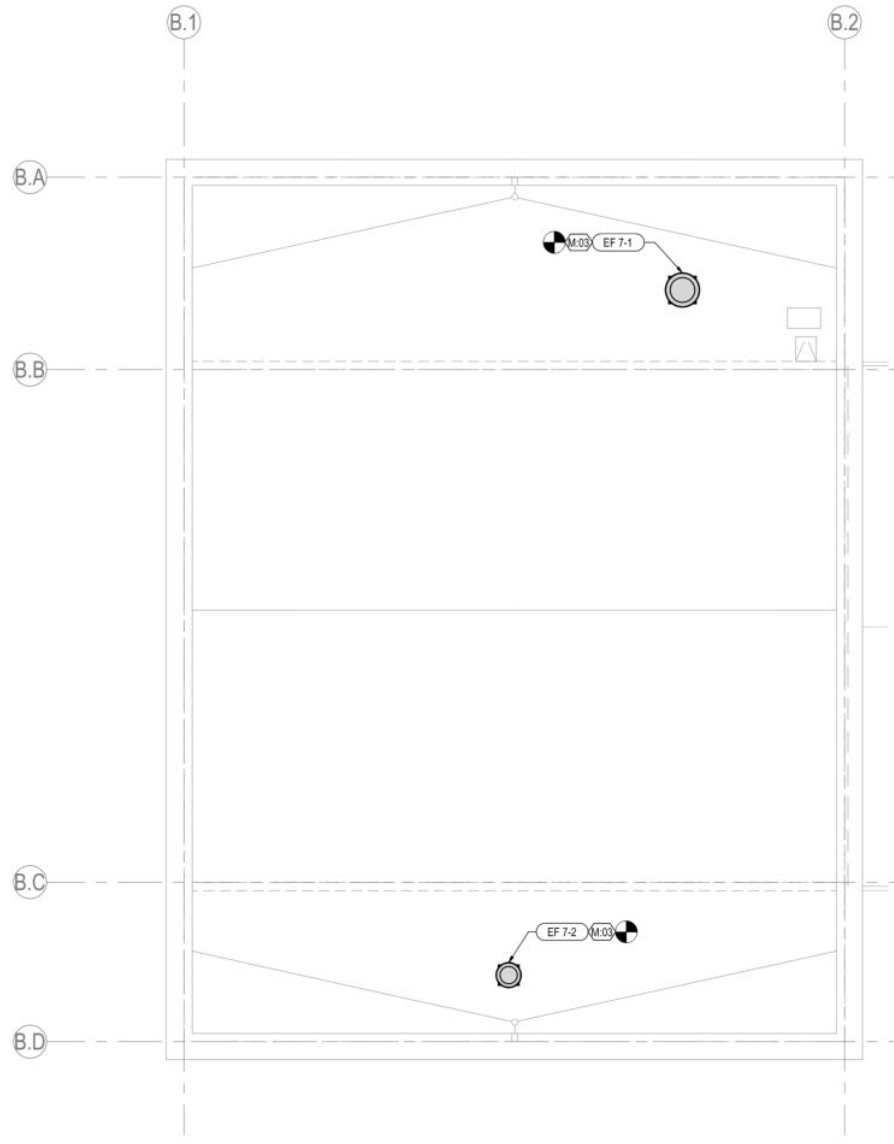


1 FUEL/BRAKE/TIRE REPAIR BUILDING BELLOW VACUUM SYSTEM PLAN
Q-101 1/8" = 1'-0"

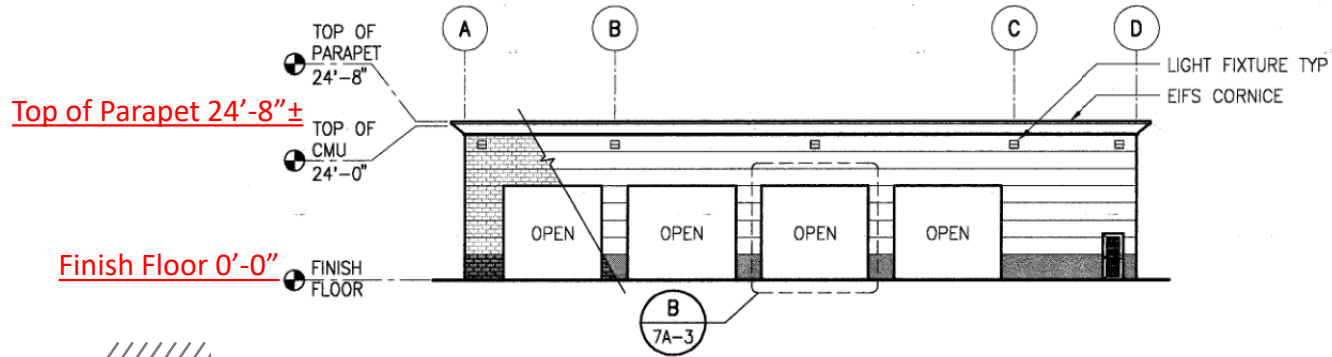


1 FUEL/BRAKE/ TIRE REPAIR BUILDING -BELLOW VACUUM SYSTEM ROOF PLAN
Q-102 1/8" = 1'-0"

Bus Wash/Brake Dyno Building – Mechanical Roof Plan



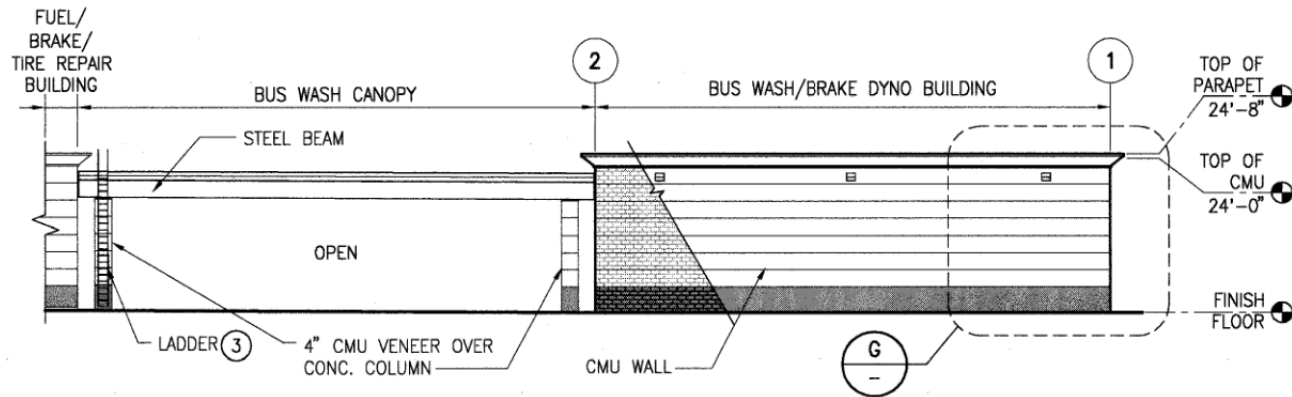
Bus Wash/Brake Dyno Building - Elevations



WEST ELEVATION

SCALE: 1/16"=1'-0"

B
7A-2

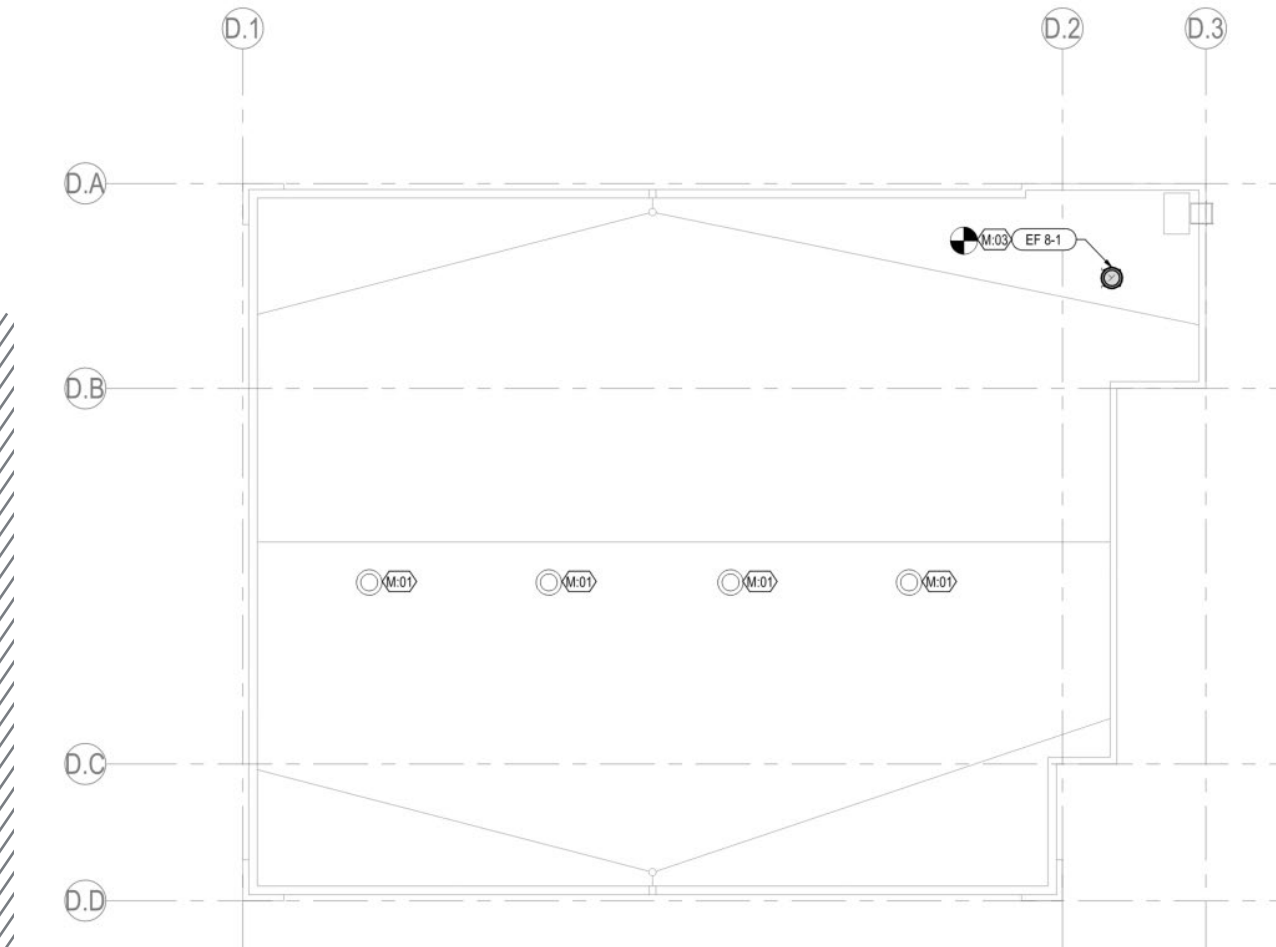


NORTH ELEVATION

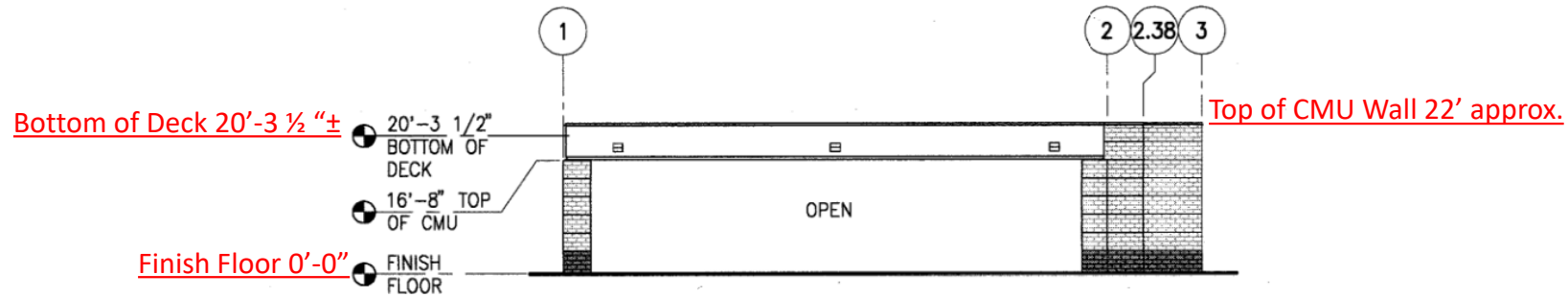
SCALE: 1/16"=1'-0"

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7A-2

Detail/Cleaning Building – Mechanical Roof Plan



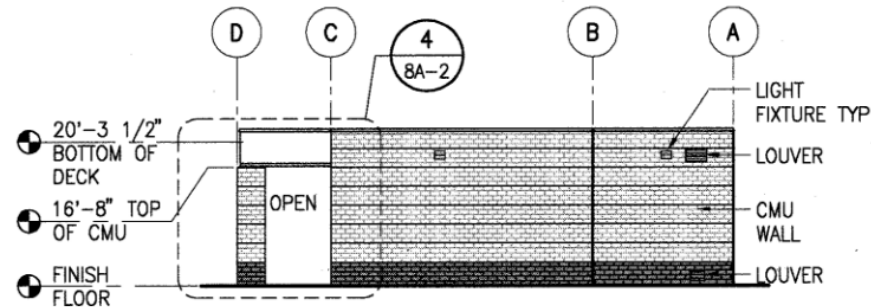
Santa Ana Bus Base – Detail/Cleaning Building - Elevations



SOUTH ELEVATION

SCALE: 1/16" = 1'-0"

A
8A-1



EAST ELEVATION

SCALE: 1/16" = 1'-0"

B
8A-1

Questions ?

Vendor Video Training

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

- Questions?



- Reminder.... Bids are due by 11:00 A.M. on February 3, 2025
- Please sign in
 - Hand delivered: must be time stamped at OCTA Lobby Reception
 - Public Bid Opening: scheduled for Conference Room 101
 - Attendees must sign in and receive visitor badge at reception desk.
 - Wait in lobby area – OCTA staff will escort to conference room.
- Please register on CAMM NET
- Thank you for your interest in OCTA!



PRE-BID CONFERENCE REGISTRATION

IFB #: 4-2550

Date: December 5, 2024

Title: Replacement of Mechanical Units at the Santa Ana Bus Base

1. Company Name: _____

Attendee: _____

Address: _____

City, State Zip: _____

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

Prime ☐ Sub ☐ DBE ☐

E-Mail Address: _____

2. Company Name: _____

Attendee: _____

Address: _____

City, State Zip: _____

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

Prime ☐ Sub ☐ DBE ☐

E-Mail Address: _____

3. Company Name: _____

Attendee: _____

Address: _____

City, State Zip: _____

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

Prime ☐ Sub ☐ DBE ☐

E-Mail Address: _____