

Company Name	
Company Address	
Contact Name	
Phone Number	
Fax Number	
Contact Email	
Contractor's License Number	
Classification	
DIR Registration Number	
Size of Company (number of employees)	
Years in Business	

Please answer the following two questions. The response may be provided on a separate sheet.

Provide a list of the proposed staff to work on this project and include a statement of their qualifications and experience:
Provide an example(s) of similar projects completed that demonstrate your knowledge of this project:
Are you able to obtain the goods described in the scope of work? Do you anticipate any issues with obtaining the specified products within the project timeline? Are you proposing to utilize a different equipment package? If so, please justify the proposed selection as to effectiveness, cost, warranty, and any other pertinent factors.
Provide a proposed construction schedule:

TO THE HONORABLE:

Governing Board of Sacramento Employment and Training Agency (SETA)

Ladies/Gentlemen:

The undersigned hereby proposes and agrees to furnish any and all required labor, material, equipment, transportation and related services for completion of the SETA Gate Alarm Project, as defined in the Quote Proposal and associated documents.

BASE QUOTE:

_____ DOLLARS
(\$ _____)

SCHEDULE FOR COMPLETION:

Construction: November 9, 2020 – January 8, 2020 – 60 calendar days

The undersigned, upon notice of the acceptance of the quote within fifteen (15) days after the date of opening of the quotes, hereby agrees to sign said Contract and furnish the necessary bonds within ten (10) days after Notice of Award of said Contract.

The undersigned has examined the location of the proposed work and is familiar with the Drawings, Project Manual and the local conditions at the place where the work is to be done.

The undersigned has checked carefully all of the above figures and understands that SETA will not be responsible for any errors or omissions on the part of the undersigned in making up this quote.

The undersigned acknowledges that the SETA reserves the right to reject any and all quotes and/or waive any irregularities or informalities in the quotes.

(If applicable) Enclosed find the Contractor's Bond, from a surety company registered with the State of California Insurance Commissioner, or Cashier's Check in the amount of 5% of the bid; Cashier's Check No. _____ of the _____ Bank for _____.

CONTRACTOR

By _____

ADDRESS (Street) _____

(P.O.) _____

PHONE () _____

FAX () _____

CONTRACTORS STATE
LICENSE BOARD NO. _____

CLASSIFICATION _____

Dated this _____ day of _____ 2020.

ASSURANCES AND CERTIFICATION

I, (We), the undersigned, as the duly authorized representative(s) of the respondent agency, affirm that the information and statements contained within this proposal, to the best of my (our) knowledge, are truthful and accurate, and further, that I (we) am (are) duly authorized to submit this proposal from the respondent agency to deliver services.

Signature

Date

Signature

Date

SACRAMENTO EMPLOYMENT AND TRAINING AGENCY (SETA)

REQUEST FOR QUOTE

GENERAL CONTRACTOR SERVICES

**FOR INSTALLATION OF MODULAR GATE ALARMS
AT SELECTED SETA DAY CARE SITES**

GENERAL INFORMATION

The Sacramento Employment and Training Agency (SETA) Head Start/Early Head Start Program serves more than 5,200 families and their children, ages zero to five, including pregnant woman. Services are provided by the grantee (SETA), three partners, and five delegate agencies, including four school districts and one community-based organization. SETA, along with delegate agencies and partners provide services throughout Sacramento County, including designated cities of Citrus Heights, Elk Grove, Folsom, Galt, Isleton, Rancho Cordova, Sacramento and all unincorporated areas of the county. SETA and its delegate agencies/partners offer preschool and infant/toddler services in more than 100 center locations throughout Sacramento County.

SETA currently has fifteen (15) Head Start and early Childhood Education sites in the Sacramento area that will require alarm systems on their exterior gates. The alarms must be battery powered, and capable of being switched on and off. An equipment specification is included as part of the quote package; if a contractor wishes to propose a different equipment package, they must justify the proposed selection as to effectiveness, cost, warranty and other pertinent factors. A list of the sites proposed for installation of the gate alarm systems is included in the quote package; please note that several sites have more than one gate per site that will need to be alarmed.

This RFQ seeks to procure the General Contractor services required to complete the SETA Gate Alarm project. All quotes must be submitted electronically.

GENERAL PROJECT INFORMATION

Quote Due Date	Monday, November 2, 2020 2:00 PM
Project Location(s)	As Listed on Scope of Work
Onsite Project Walk	To Be Arranged with Project Managers
Project Manager(s)	Mike Cannon & Chuck Roberts Cannon Roberts Associates
Projected Construction Start Date	November 9, 2020
Construction Completion Date	January 8, 2020 <i>Construction/project work shall not extend beyond December 8, 2020 without prior approval from SETA and its funding source.</i>

The proposer may withdraw a quote by submitting a written request for its withdrawal to Mr. Victor Han, Fiscal Manager, and signed by the contractor or an authorized agent at any time prior to the quote submission deadline. The contractor may thereafter submit a new quote prior to the deadline. Modifications offered in any manner, oral or written, will not be considered after the deadline, without SETA approval.

This project generally consists of installation of gate alarms at fifteen (15) SETA child care sites in the Sacramento area. Locations are included on the Scope of Work listing; equipment specifications are included in the Bid Documents.

This project is funded with federal dollars and is subject to prevailing wages. All work must comply with the Davis Bacon Act and California Labor Law regarding Public Works. Successful applicants must be registered with the California Department of Industrial Relations to perform Public Works jobs within California. All subcontractors must also be registered with the California Department of Industrial Relations.

Bond Requirements

The contractor will be required to furnish corporate surety bonds for the benefit of SETA. This project is subject to the following bond requirements:

Quote Guarantee – proposers will be required to post a Quote Guarantee equal to five percent (5%) of the bid price **if the quote exceeds \$25,000**. The quote guarantee shall be submitted with the quote for the contract and shall be in the form of a certified check or other negotiable instrument deemed acceptable by SETA, assuring that the contractor will, upon acceptance of the quote, execute such contractual documents as may be required within the time specified.

Performance Bond – the successful contractor will be required to furnish corporate surety bond for the benefit of SETA in a sum not less than the total contract price should be required to guarantee the contractor's faithful performance of all covenants and stipulations in the contract. The Performance Bond must contain a provision that the surety company issuing bond waives the provisions of California Civil Code Sections 2819 and 2845.

Payment Bond - the successful contractor will be required to furnish corporate surety bond for the benefit of SETA in a sum not less than the contract price should be required to guarantee the contractor's payment of wages and of bills for materials, supplies or equipment used in the performance of the contract. The Payment Bond must be in

accordance with the provisions of the California Civil Code Sections 9550-9566, and shall by its terms inure to the benefit of all persons, companies or corporations entitled to file claims thereunder, including claims under California Civil Code Section 9100 and California Unemployment Insurance Code Section 13020. The Payment Bond must also contain a statement that the surety company waives the provisions of California Civil Code Sections 2819 and 2845.

Limitation

The Request for Quotes does not, in any way, commit SETA to award a contract. SETA reserves the right to accept or reject any or all proposals received in response to this request, to negotiate with all qualified sources, or to cancel in part or in its entirety, this request if it is in the best interest of SETA to do so.

MBE/WBE Participation

SETA encourages the utilization of Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE) in the procurement of goods and services whenever possible. To encourage the participation of MBE/WBE businesses in its procurement, SETA actively solicits qualified MBE/WBE businesses to respond to its Requests for Quotes. If subcontracting is anticipated for services, SETA requires respondents to demonstrate good-faith efforts to obtain qualified MBE/WBE subcontractors. For this Request for Quotes, SETA does not anticipate that any services will be subcontracted and, therefore, no good-faith efforts will be required. Nevertheless, to assist SETA in monitoring its usage of qualified MBE/WBE firms, certified MBE/WBE business should submit proof of such certification with their response to this Request for Quotes.

Protests

Protests must be submitted in writing to the Executive Director no later than fifteen (15) days after awarding of the contract. Any protest must identify the basis for the protest and set forth sufficient information for the Executive Director to rule on the protest. The Executive Director shall review the procurement and the information contained in the protests and accept or reject the protest based upon such review. The determination of the Executive Director with respect to any protest is final and constitutes exhaustion of all administrative remedies consistent with federal regulations.

Selection of Vendors

SETA will make selection to the Contractor considering all pertinent factors such as the qualifications of the prospective vendor, availability of the goods or services, delivery date, services, quality and location. Price will not be the sole determining factor.

Additional Requirements

The successful proposer will be required to utilize SETA's Construction Agreement (Attachment B). Please reference the sample Construction Agreement for additional contractual requirements.

The successful proposer must meet all applicable insurance requirement as set out in the SETA Insurance Requirements (Attachment C).

Questions

Please submit any questions electronically to the Project Manager, Mike Cannon, at mscannon_efpm@msn.com **and** to Victor Han, at victor.han@seta.net.

SUBMISSION OF QUOTES

Quote Due Date	Monday, November 2, 2020 2:00 PM
Email Quote to:	Victor Han Victor.Han@seta.net AND Mike Cannon <u>mscannon_efpm@msn.com</u>
Submission Documents <i>(see instructions below)</i>	Proposers Information Form (Attachment A) References

All requested documentation must be submitted by the quote due date.

REQUESTED DOCUMENTATION

Proposers Information Form (Attachment A)

Fully complete and sign the attached Proposers Information Form with all applicable information. This project is considered a Public Works project and all successful proposers must be registered with the Department of Industrial Relations (DIR) and provide their DIR number. The lack of a current DIR number will disqualify the proposal.

Provide the following information in your proposal:

- 1) Provide a list of the proposed staff to work on this project and include statement of their qualifications and experience
- 2) Provide an example(s) of similar projects completed that demonstrate your knowledge of this project
- 3) Are you able to obtain the goods described in the scope of work? Do you anticipate any issues with obtaining the specified products within the project timeline? Are you proposing to utilize a different equipment package? If so, please justify the proposed selection as to effectiveness, cost, warranty, and any other pertinent factors.
- 4) Provide a proposed construction schedule

References

Provide a list of references that can attest to the quality of work provided to similar projects.

SCOPE OF WORK

This project generally consists of installation of gate alarms at fifteen (15) SETA child care sites in the Sacramento area. The alarms must be battery powered, and capable of being switched on and off. Locations are included below; equipment specifications are included in the Bid Documents.

SETA reserves the right to extend the contract for similar work on other future projects.

This project is funded with federal dollars and is subject to prevailing wages. All work must comply with the Davis Bacon Act and California Labor Law regarding Public Works. Successful applicants must be registered with the California Department of Industrial Relations to perform Public Works jobs within California. All subcontractors must also be registered with the California Department of Industrial Relations.

PROJECT SCOPE & LOCATIONS

16th Avenue 4104 Martin Luther King Jr. Blvd. Sacramento, CA 95820	2 Gates
Elkhorn 5249 Elkhorn Blvd. Sacramento, CA 95660	3 Gates
Fruitridge 5746 40th Street Sacramento, CA 95824	1 Gate
Hillsdale 5665 Hillsdale Ave., Bldg. #4 Sacramento, CA 95842	2 Gates
Illa Collin Center 3530 41st Avenue Sacramento, CA 95824	1 Gate
Job Corps 3100 Meadowview Sacramento, CA 95832	1 Gate
Kennedy Estates 6501 Elder Creek Sacramento, CA 95824	1 Gate
Nedra Court #60 Nedra Court Sacramento, CA 95822	1 Gate
North Avenue Elem. School 1281 North Avenue Sacramento, CA 95838	1 Gate

Northview 2 Gates
2401 Northview
Sacramento, CA 95833

Parker Avenue 3 Gates
4516 Parker Avenue
Sacramento, CA 95820

Phoenix Park 2 Gates
4400 Shining Star Dr.
Sacramento, CA 95823

Sharon Neese ELC 2 Gates
925 Del Paso Blvd., Suite 300
Sacramento, CA 95815

Solid Foundation 2 Gates
7505 Franklin Blvd.
Sacramento, CA 95823

Strizek Park 2 Gates
3829 Stephen Drive
North Highlands, CA 95660

CHECKLIST

THE FOLLOWING MUST BE COMPLETED BY ALL RESPONDENTS AND SUBMITTED TO BE CONSIDERED:

- Proposers Information Form (Attachment A)

- References

The selected contractor will be required to complete the following certifications and disclosures as part of the final contract. Additional administrative documents may also be required. Copies of the certificates, disclosures, and forms listed below are available for review upon request.

- Fair Political Practices Commission Disclosure Forms
- Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
- Certification Regarding Lobbying
- Drug-free Workplace Requirements

SACRAMENTO EMPLOYMENT & TRAINING AGENCY

REQUEST FOR QUOTE

The Sacramento Employment and Training Agency (SETA) is requesting Contractor Quotes for provision and installation of battery powered alarmed gate closers at fifteen (15) of their Head Start and Child Care Centers in the Sacramento Area. The work is expected to start in mid-November 2020 and be completed by the beginning of January 2021. Particulars of the Project scope and requirements can be found on the STEA Website at www.seta.net. All questions should be directed to the Project Manager, Michael Cannon at (916) 825-0000 or mscannon_efpm@msn.com

This project is funded with federal dollars and is subject to prevailing wages. All work must comply with the Davis Bacon Act and California Labor Law regarding Public Works. Successful applicants must be registered with the California Department of Industrial Relations to perform Public Works jobs within California. All subcontractors must also be registered with the California Department of Industrial Relations