

**CITY OF SAN LEANDRO**

**REQUEST FOR BID**

<b>SUBMIT BID TO:</b> City of San Leandro Purchasing Department 835 East 14th Street San Leandro, CA 94577	<b>FOR FURTHER INFORMATION CALL:</b> Darryl Sweet Purchasing Supervisor (510) 577-3377 Fax (510) 577-3312
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<b>BID NO:</b> 01-02.046	<b>DATE MAILED:</b> June 20, 2002	<b>THIS QUOTATION MUST BE DELIVERED TO THE CITY BEFORE:</b> 3:00 P.M. , Friday, June 28, 2002
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QTY.	DESCRIPTION	UNIT PRICE	EXTENSION
	<p align="center"><b>Downtown Sidewalk Cleaning Annual Steam-clean and Scrubbing Weekly Maintenance Re-bid Notice to Bidders</b></p> <p>The City of San Leandro shall receive bids for Downtown Sidewalk Cleaning on Friday, June 28, 2002 at 3:00 p.m. in the Finance Department, City Hall, located at 835 E. 14<sup>th</sup> Street, San Leandro, CA 94577.</p> <p>Bids shall be in accordance with the following specifications. <b>Part A</b> is a lump sum bid for an annual major cleaning. <b>Part B</b> is for servicing the same locations twice per week.</p> <p>Potential bidders may contact the Streets Section of the Public Works Department with any questions related to the performance of this contract. These are public streets and are available for inspection and measuring at any time prior to bid opening.</p> <p>The Public Works Department, Streets Section, phone number is 510-357-3450</p> <p>A City of San Leandro business license is required to be in place prior to the start of work, but not required to bid.</p> <p>The one-time major cleaning is tentatively scheduled for April. The weekly service is to be done from July 1, 2002 through June 30, 2003. The City of San Leandro may or may not renew the contract for up to two (2) additional one-year periods (with a corresponding CPI adjustment.)</p> <p>City will award bid in a manner which is in the best interests of the City. <b>Parts A and B</b> may be awarded to different contractors. Bid on each Part separately.</p>		See the enclosed bid forms

A California contractor's license is required for this work. No bid shall be accepted from a contractor who has not been licensed in accordance with Chapter 9, Division 3 of the Business and Professional Code.

The City Council has ascertained the general prevailing rate of wages applicable to the work to be done. A tabulation of the various classifications of work persons to be employed and the prevailing rate of wages applicable thereto is on file in the City Clerk's Office.

Any bid may be withdrawn at any time prior to the time fixed for the opening of bids only by written request for the withdrawal of the bid filed with the City. The request shall be executed by the bidder or bidder's duly authorized representative. The withdrawal of a bid does not prejudice the right of the bidder to file a new bid. Whether or not bids are opened exactly at the time fixed in the public notice for opening bids, a bid will not be received after that time nor may any bid be withdrawn after the time fixed in the public notice for opening of bids.

As stated in Public Contract Code Section 5100 to 5108, inclusive (State Contract Act) concerning relief of bidders and in particular to the requirement therein, that if the bidder claims a mistake was made in his bid, the bidder shall give the City written notice within five (5) days after the opening of the bids of the alleged mistake, specifying in the notice, in detail how the mistake occurred.

All bidders shall verify if any addendum for this project has been issued by the City. It is the bidder's responsibility to ensure that all requirements of contract addendum are included in the bidder's submittal.

The successful bidder shall submit a certificate of insurance showing compliance with the enclosed insurance requirements. This insurance shall be maintained at all times during the course of any resulting agreement. In addition, the successful bidder, and subcontractors of said bidder, shall have, or be required to obtain, a City of San Leandro business license, as well as any and all other applicable licenses and permits related to the performance of this contract.

The City may terminate the contract with or without cause by giving at least notice of 30 days to contractor.

The award will be made to the lowest responsible bidder satisfactory to the City's best interests as determined by the City. The right is reserved, as the interest of the City may require, to reject any or all bids, or to waive any informality or minor irregularity in the bids.

To bid, complete and return a copy of the Request and the other required forms, sealed in the enclosed envelope. The envelope shall be marked with the project name and bid number. The bid must be received by the date and time shown in order to be considered. Please note that there is a one-day delay in mail delivery to City Hall by the U.S. Postal Service.

Firm \_\_\_\_\_

Date: \_\_\_\_\_

Address \_\_\_\_\_

Phone: \_\_\_\_\_

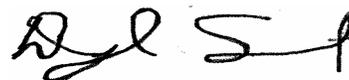
\_\_\_\_\_

FAX: \_\_\_\_\_

By (Signature) \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_



\_\_\_\_\_  
Darryl Sweet  
Purchasing Supervisor

# City of San Leandro

## Downtown Sidewalk Cleaning Re-Bid Bid 01-02.046

### PART A

#### Annual Major Cleaning

LABOR AND MATERIALS TO PROVIDE AN ANNUAL HIGH-PRESSURE STEAM-CLEANING AND SCRUBBING OF DESIGNATED DOWNTOWN SIDEWALKS.

?

SIDEWALKS TOTAL 3.9 MILES/21,000 LF. OIL, GUM AND MISCELLANEOUS STAINS ETC. TO BE PRE-TREATED.

SIDEWALKS TO BE CLEANED ARE:

?

- E. 14TH STREET - LORRAINE TO WILLIAMS
- HAYS - DAVIS TO JUANA
- WASHINGTON - ESTUDILLO TO WILLIAMS
- W. JUANA - E. 14TH ST. TO HAYS
- PARROTT - E. 14TH ST. TO WASHINGTON
- W. JOAQUIN - E. 14TH ST. TO WASHINGTON
- COURTYARD SIDEWALK AREA BETWEEN W. JOAQUIN AND W. JUANA
- COURTYARD ADJACENT TO DINO'S RESTAURANT-E.14<sup>TH</sup> ST. TO PARKING LOT

BOTH SIDES ALL LOCATIONS

WORK TO BE PERFORMED "AFTER HOURS" AS DESIGNATED BY THE STREETS DEPARTMENT (10 PM THROUGH 4 AM) AND SCHEDULED FOR THE MONTH OF APRIL, 2003.

**Lump Sum Bid Amount**      \$ \_\_\_\_\_

Terms: Net 30 following completion and acceptance of work.

Bidder Name: \_\_\_\_\_

# City of San Leandro

## Downtown Sidewalk Cleaning Re-Bid Bid 01-02.046

### PART B

#### Weekly Maintenance (Twice per week)

CONTRACTOR TO WALK DESIGNATED SIDEWALKS AND PERFORM LITTER PICK-UP (SIDEWALKS, LANDSCAPE AREAS, PLANTERS AND TREETWELLS), SWEEPING, BLOWING, AND SPOT CLEANING OF OIL, GUM AND MISCELLANEOUS STAINS. SIDEWALKS MAY BE SWEEPED AND BLOWN INTO THE GUTTER.

THIS CLEANING IS COORDINATED WITH THE STREET SWEEPING CREW. SWEEPER BEGINS AT 4AM MONDAY AND WEDNESDAY MORNINGS ON THESE STREETS.

CONTRACTOR TO PERFORM THIS SIDEWALK MAINTENANCE BETWEEN 11PM SUNDAY NIGHT AND 4AM MONDAY MORNING AND BETWEEN 11PM TUESDAY NIGHT AND 4AM WEDNESDAY MORNING IN ANTICIPATION OF THE SWEEPER COMING THROUGH.

SIDEWALKS TOTAL 3.9 MILES/21,000 LF.

SIDEWALKS TO BE MAINTAINED ARE:

?

- E. 14TH STREET - LORRAINE TO WILLIAMS
- HAYS - DAVIS TO JUANA
- WASHINGTON - ESTUDILLO TO WILLIAMS
- W. JUANA - E. 14TH ST. TO HAYS
- PARROTT - E. 14TH ST. TO WASHINGTON
- W. JOAQUIN - E. 14TH ST. TO WASHINGTON
- COURTYARD SIDEWALK AREA BETWEEN W. JOAQUIN AND W. JUANA
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BOTH SIDES ALL LOCATIONS ?

PER CLEANING BID AMOUNT \$\_\_\_\_\_

X 2 CLEANINGS PER WEEK \$\_\_\_\_\_

X 52 WEEKS PER YEAR \$\_\_\_\_\_  
(104 CLEANINGS)

TERMS: Payments made at the end of the month for the previous month's work.

Bidder Name:\_\_\_\_\_

## CONTRACTOR REFERENCES

The Bidder shall list the facility owner, location, contact person and phone number for all installation references completed in the past two years, comparable in size and scope to the referenced project.

Facility Owner	Location	Contact	Phone #

Name of Bidder: \_\_\_\_\_

Acknowledgment: \_\_\_\_\_

(Sign and return with bid)

## LIST OF SUBCONTRACTORS

The Bidder shall list the name, address, and telephone number of each subcontractor to whom the Bidder proposes to subcontract portions of the work.

Subcontractor's Name	Place of Business (Address and Phone)	Description of Portion of Work Subcontracted

Name of Bidder: \_\_\_\_\_

Acknowledgment: \_\_\_\_\_

(Sign and return with bid)

**SPECIAL PROVISION**

I hereby affirm that the firm submitting this bid is a licensed California contractor, No. \_\_\_\_\_, expiration date \_\_\_\_\_ and the license is in full force and effect. This representation is made under the penalty of perjury. Any bid not containing this information, or a bid containing information, which is subsequently proven false, shall be considered non-responsive and shall be rejected.

Name of Bidder: \_\_\_\_\_

Acknowledgment: \_\_\_\_\_

(Sign and return with bid.)

## **INSURANCE REQUIREMENTS**

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Contractor's bid.

1. Minimum Scope of Insurance. Coverage shall be at least as broad as:
  - A. Insurance Services Office form number GL 0002 (Ed. 1/73) covering Comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability; or Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001.)
  - B. Insurance Services Office form number CA 0001 (Ed. 1/78) covering Automobile Liability, code 1 "any auto" and endorsement CA 0025.
  - C. Worker' Compensation insurance as required by the Labor Code of the State of California and Employers Liability insurance.
  
2. Minimum Limits of Insurance. Contractor shall maintain limits no less than:
  - A. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. If commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
  - B. Automobile liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
  - C. Workers' Compensation and Employers Liability: Workers' compensation limits as required by the Labor Code of the State of California and Employers Liability Limits of \$1,000,000 per accident.
  
3. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insure shall reduce or eliminated such deductibles or self-insured retentions as respects the City, its officers, officials, employees, and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
  
4. Other Insurance Provisions. The policies are to contain, or be endorsed to contain, the following provisions:
  - A. General Liability and Automobile Liability Coverages.

- i. The City, its officers, officials, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of the protection afforded to the City, its officers, officials, employees or volunteers.
- ii. The Contractor's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self -insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
- iii. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its officers, officials, employees or volunteers.
- iv. The Contractor's insurance shall apply separately to each insured against whom claim is made or suite is brought, except with respect to the limits of the insurer's liability.

B. Workers' Compensation and Employers Liability Coverage.

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses arising from work performed by the Contractor for the City.

C. All Coverages.

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, returned receipt request, has been given to the City.

5. Acceptability of Insurers. Insurance is to be placed with insurers with a Best's rating of no less than A: VII.
6. Verification of Coverage. Contractor shall furnish City with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

7. Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

### **Additional Provisions**

UNSATISFACTORY WORK. City will inspect all locations on a regular basis. Unsatisfactory work will be noted and contractor will have twenty-four hours to do proper clean-up. If the work remains unsatisfactory, the City will either perform the work using City personnel or hire another contractor to do immediate clean-up. The resultant charges will be deducted from contractor's following payment.

LITTER DISPOSAL. It is the responsibility of the contractor to dispose of litter and debris that is picked up during the course of cleaning the sidewalks. Cost for disposing of the litter shall be included in your bid amounts.

NOISE SENSITIVE AREAS. Residential neighborhoods are in close proximity to many of the sidewalk locations and it is the responsibility of the contractor to perform the required work while keeping noise to a minimum. Using the newest, quietest equipment, or utilizing muffling devices on the equipment is required to achieve this. Noise complaints will be handled by the project manager as they are received. Prompt attention to noise complaints is required.