

SWINERTON



Date: **October 21, 2021**
To: **Prospective Bidders**
Re: **UCSD – Geisel Library Revitalization Initiative**
UCSD Project No. 5195
Swinerton Builders Job No. 19054094

Subject: **Invitation to Bid:**
UCSD – Geisel Library Revitalization Initiative

Bid Date: **Bids must be received on or before November 12, 2021**
Bids are to be submitted through Building Connected. See page 4 for further information on how to submit bids through Building Connected.

Bid Time: **Bid Packages: Due at 1:00 PM (PST)**

Bid Opening: Bids will be opened at **1:05 P.M., November 12, 2021**, via GoToMeeting Webinar, approximately 5 minutes after the bids are due. Parties interested in attending the bid opening must register in advance of the bid opening. Once registered, a confirmation email with the GoToMeeting Webinar event details will follow. Registration link:
<https://attendee.gotowebinar.com/register/5428178273494538241>

Bid Packages:

Bid Package No.	Description	License(s) Required	Estimated Construction Value
01.74	Final Cleaning	C61/D-63	\$15,006
02.41	Demolition	C-21	\$124,272
05.70	Decorative Metal	C-23 or C-43	\$78,130
06.20	Finish Carpentry	C-6	\$116,010
08.41	Aluminum-Framed Entrances and Storefront & Glazing	C-17	\$72,680
08.87	Glazing Surface Films	C-61/D-52	\$5,760
09.60	Flooring & Tile	C-15 and C-54	\$215,127
09.91	Painting & Wall Coverings	C-33	\$44,112
10.14	Signage	C-45	\$18,511
12.20	Window Treatments	C-61/D-52	\$9,600
21.11	Fire Sprinklers	C-16	\$69,815
22.00	Plumbing	C-36	\$72,981
23.00	HVAC	C-20	\$386,059
26.27.28	Electrical, Low Voltage & Fire Alarm	C-10	\$741,161

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Bidders: You are invited to submit a bid for the UCSD Geisel Library Revitalization Initiative project in accordance with these “Instructions to Bidders” and the following bid documents:

- 01..... Bid Invitation letter & Instructions to Bidders
- 02..... Bid Form with Exhibit 22 Self-Certification
- 03..... WO PLP Insurance Attachment
- 04..... UCSD Geisel Library Revitalization Initiative - Liberty PLP Manual
- 05..... UCSD Geisel Library Revitalization Initiative – PLP Online Instructions
- 06..... Contract Summary and Project Specific Billing Attachment
- 07..... Project Schedule Attachment
- 08..... Certified Payroll Information
- 09..... Site Logistic Plan
- 10..... UCSD Division 1 General Conditions
- 11..... UCSD Level II CM/Contractor Bid Documents & Exhibits
- 12..... 80% CD Plans
- 13..... 80% CD Specifications
- 14..... UCSD Geisel Library (5195) Lead Insp Report FINAL 2020.03.05
- 15..... UCSD Geisel Library (5195) ASB Survey Report FINAL 2020.03.05
- 16..... Swinerton COVID-19 Plan (Version 5.0)

01 - PROJECT OVERVIEW:

The Geisel Library Revitalization project consists of limited renovations on the second floor of the Geisel Library to create modern, collaborative and technology-rich spaces. The interior tenant improvements would include an active learning classroom, integrated service hub, consultation spaces, central meeting place, all gender single-occupancy restroom, Mother’s Nursing room, along with renovations to corridors, a gallery space, and Library’s main entry. Modifications to the building systems, including IT/Data, fire alarm, fire sprinklers, mechanical, electrical, and plumbing are required as part of the work effort. Approx. 21,100 sq. ft.

Construction duration of project **129** Construction Days.

Construction duration is from: 12/06/2021 to 06/24/2022.

02 - MANDATORY PRE-BID JOB WALK:

All bidders for all bid packages shall attend the **mandatory pre-bid job walk**. There are two sessions for this job walk, please ensure to make note of which session to attend based on the bid package that you’re submitting on. *Failure to attend this job walk will result in automatic disqualification.*

Date: October 29, 2021

Time: Session 1 (8:00 am – 9:30 am)
Session 1 is open of the following bid packages

- 01.74 Final Cleaning
- 02.41 Demolition
- 05.70 Decorative Metal
- 06.20 Finish Carpentry
- 08.41 Aluminum-Framed Entrances and Storefront & Glazing

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08.87	<i>Glazing Surface Films</i>
09.60	<i>Flooring & Tile</i>
09.66	<i>Terrazzo Flooring</i>
09.91	<i>Painting & Wall Coverings</i>
10.14	<i>Signage</i>
12.20	<i>Window Treatments</i>

Session 2 (9:45 am – 11:15 am)

Session 2 is open of the following bid packages

12.20	<i>Window Treatments</i>
21.11	<i>Fire Sprinklers</i>
22.00	<i>Plumbing</i>
23.00	<i>HVAC</i>
26.27.28	<i>Electrical, Low Voltage & Fire Alarm</i>

Location: **Geisel Library**
 9500 Gilman Drive
 La Jolla, CA 92093
(Bidders shall meet at the walkway directly in front of the Library’s Entrance –
See image for meeting location).

Health Protocols: All persons attending, must provide and wear at all times while on campus, a mask covering their mouth and nose.

Parking: No on-site parking will be reserved for this event. Subcontractor’s and their representatives are responsible for their own parking arrangements. For further information on Campus parking, please see:

- Parking information for visitor parking is available on **UCSD’s Parking Website:**
<https://transportation.ucsd.edu/commute/index.html>
- Parking Facility locations are listed on **UCSD’s Campus Map:**
<https://maps.ucsd.edu/map/default.htm>

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03 – PRE-BID RFI’S:

1. All pre-bid RFI’s shall be emailed in a Microsoft Excel table to the following individuals:

	Mark Gagne	and	Stephanie Foy
	Project Manager		Lead Estimator
E-mail:	mgagne@swinerton.com		sfoy@swinerton.com

2. The deadline for submission of pre-bid RFI’s is November 4, 2021.
3. Responses to pre-bid RFI’s is planned for November 10, 2021.

04 – BASIS OF AWARD:

1. Swinerton Builders shall have the right to reject any or all bids, to waive any informality and to accept the bid that in its judgment is in its own best interests.
2. The lowest responsible bidder will be selected. Award will be based on the base bid plus the total value of alternates and allowances applicable to each bid package.
3. Prior to award, post bid interviews may be conducted with two or more of the Bidders in any given trade. Bidders are to be prepared to discuss scope, schedule, crew sizes, proposed staffing, etc.
4. Bid results will be posted on UCSD’s Planning, Design, and Construction Department website:

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<https://plandesignbuild.ucsd.edu/opportunities/contracting.html#Bid-Results>

5. The selected bidder will be notified by Swinerton in writing.
6. If Swinerton consents to the withdrawal of the Bid of the apparent lowest responsive and responsible bidder, the lowest responsive and responsible bidder fails or refuses to sign a Subcontract Agreement, or the lowest responsive and responsible bidder is not qualified to perform this scope of work (financially or otherwise), Swinerton may reject the Bidder's bid. Swinerton may select the next apparent lowest responsive and responsible bidder until all bids are exhausted or may reject all bids.

05 – INSTRUCTIONS TO BIDDERS:

1. ALL BIDS MUST BE SUBMITTED WITH:
 - a. **Bid Form:** *Filled out in entirety* for each bid package being submitted on.
 - b. **Work Order:** (*Scope of Work and Project Specific Conditions*): Signed / Initial each page.
 - c. **Bid Security:** (*Bid Security / Bid Bond*) in the amount of 10% of base bid for each bid.

*****Any bids received that do not include ALL of the above listed Documents will be deemed non-responsive and may be disqualified*****

2. All bids must be submitted on the enclosed Bid Form and be signed by an authorized representative. Submit a separate Bid Form for each BID PACKAGE scope of work being bid. Submit with the Bid Form the related Work Order: Scope of Work and Project Specific Conditions with initials confirming your review of it. Bids not submitted on this form will be rejected.
 - **Bids are to be submitted through Building Connected.**
 - **Upload (1) single PDF that combines the documents listed in 1a – 1d in order as listed.**
 - **Name the PDF file per this nomenclature:**
 - *UCSD Geisel Library-Bid Package Number-Company*
(Example: UCSD Geisel Library-06.20-Acme Construction)

A Building Connected link with the bidding documents will be sent out to all bidders whom previously pre-qualified. If a bidder requires a new link, contact Meagan Macias (mmacias@swinerton.com) or Stephanie Foy (sfoy@swinerton.com) for a link to the online plan room.

3. Emailed, mailed, in-person, telephonic, and facsimile bids **will not be** accepted.
4. All successful bidders will be required to become prequalified with Swinerton Builders.
5. Bidder's failure to submit a price for any alternate or unit price may result in the bid being considered as non-responsive.
6. **Bid Security in the amount of 10% of the lump sum bid shall accompany each bid for base bids.** Bid Bond forms shall be on the issuing Surety's standard forms. The Surety issuing the Bid Security shall be on the bid deadline listed in the latest published State of California Department of Insurance list of Insurers admitted to transact surety insurance in the State of California.
7. 100% Payment and Performance Bonds **will** be required from the successful bidder. The cost for these bonds shall be listed in the space provided on the Bid Form. Surety Bond Carriers for the Payment and Performance Bonds will be deemed acceptable if listed in the most current United

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States Department of the Treasury - Federal Register for a treasury limit not less than the amount of the contract.

8. The Work Order: **Scope of Work and Project Specific Conditions** included in the Invitation to Bid package is not intended to limit the requirements of the project plans and specifications. The Scope of Work and Project Specific Conditions are intended as clarification and assignment of the scopes of work shown in the project plans and specifications. In all cases the most stringent requirement of all documents shall apply. Should a bidder find discrepancies in or omissions from the drawings or documents that would result in an incomplete scope of work or should they be in doubt as to their meaning, they shall obtain clarification from the Contractor's authorized representative before submission of his proposal.
9. All bids must be per the plans and specifications and these bid instructions without substitution. Bids submitted that are not per plans and specifications and these bid instructions will be disqualified. Listing **exclusions or modifying** to those noted in Scope of Work and Project Specific Conditions or modifying the Bid Form may be cause for disqualification.
10. Bidders are encouraged to secure a full set of such documents and review them, since **ALL** documents will be included in the Subcontract Agreement. Bidders may make prints and copies at their expense. Should a Bidder find discrepancies in or omissions from the drawings or documents that would result in an incomplete scope of work or should they be in doubt as to their meaning, they shall obtain clarification from Swinerton Builders' authorized representative before submission of his proposal. Submit all questions, including specific drawing and bid document references, during the bidding period in writing to.

	Mark Gagne	and	Stephanie Foy
	Project Manager		Lead Estimator
E-mail:	mgagne@swinerton.com		sfoy@swinerton.com
Mobile:	(619) 204-2187		(415) 720-1703
Fax:	(858) 622-4044		(858) 622-4044

11. **Time is of the essence for this project. By submitting a bid, the Bidder acknowledges that they can perform the work in accordance with the Project Schedule.**
12. All subcontractors are contractually required to collect and dispose off-site all debris no matter how incidental related to their work on a daily basis.
13. This project intends to utilize Textura for all applications for payment and supporting documents. **No other form of payment request will be accepted.**
14. Prior to the Bid Deadline, a submitted Bid may be modified or withdrawn by notice in writing to Swinerton Builders. Such written notice shall be received before the Bid Deadline and shall be signed. If a Bid is being modified, a new bid PDF, encompassing the documents listed in lines 1 and 2 above shall be uploaded to Building Connected. The PDF file shall be labeled per the below:
 - *UCSD Geisel Library-Bid Package Number-CompanyR1*
(**Example:** UCSD Geisel Library-06.20-Acme ConstructionR1)
15. Bid may not be modified, withdrawn, or canceled within 60 days after the Bid Deadline.
16. No obligation shall be incurred by the Owner or Swinerton Builders to any Bidder by reason of the issuance of these instructions, by any notification relating to their bid, or by any act other than the execution by Swinerton Builders and the Bidder of a written Subcontract Agreement.
17. There will be no subcontractor change orders other than those initiated by the Owner for design changes.

06 - BID PROTEST & RESOLUTION:

1. Bid Protest –

A. For purposes of a bid protest, the address of University's Facility office is:

University of California, San Diego
10280 N. Torrey Pines Road
La Jolla, CA 92037-0916

B. In addition to notification to the University Facility office, the following individuals must be notified via email:

i. Kari Sarmiento – UCSD Capital Program Management, Contract Administrator
kjsarmiento@ucsd.edu

ii. Mark Gagne – Swinerton Builders, Project Manager
Mgagne@swinerton.com

C. Any Bidder, person, or entity may file a Bid protest. The protest must state the specific reasons and facts upon which the protest is based and shall be filed in writing with the Facility office issuing the bidding documents, not later than 5:00 pm on the 3rd business day after:

i. if the Bid Form does not contain any Alternate(s), the date of the Bid opening;

ii. if the Bid Form contains any Alternate(s), the date of posting in a public place of Bid results.

D. If a Bid is rejected by Swinerton and such rejection is not in response to a Bid protest, any Bidder, person or entity may dispute that rejection by filing a Bid protest (limited to the rejection) in writing and received by the Facility not later than 5:00 pm on the 3rd business day following the rejected Bidder's receipt of the notice of rejection.

E. For the purpose of computing any time period in this Section, the date of receipt of any notice shall be the date on which the intended recipient of such notice actually received it. Delivery of any notice may be by any means, with verbal or written confirmation of receipt by the intended recipient.

2. Bid Protest Resolution –

A. Facility will investigate the basis for the Bid protest and analyze the facts. Facility will notify Bidder whose Bid is the subject of the Bid protest of evidence presented in the Bid protest and evidence found as a result of the investigation, and, if deemed appropriate, afford Bidder an opportunity to rebut such evidence, and permit Bidder to present evidence that it should be allowed to perform the Work. If deemed appropriate by Facility, an informal hearing will be held. Facility will issue a written decision within 15 days following receipt of the Bid protest, unless factors beyond Facility's reasonable control prevent such a resolution, in which event such decision will be issued as expeditiously as circumstances reasonably permit. The decision will state the reasons for the action taken by Facility. A written copy of the decision will be furnished to the protestor, the Bidder whose Bid is the subject of the Bid protest, and all Bidders affected by the decision. As used in this Section, a Bidder is affected by the decision on a Bid protest if a decision on the protest could have resulted in the Bidder not being the lowest responsible and responsive Bidder for the Contract. A written copy of the Facility's decision must be

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received by the protester, the Bidder whose Bid is the subject of the Bid protest, and all Bidders affected by the decision no later than 3 business days prior to award of the contract.

- B. Notwithstanding the provisions of Section 5.2.A , at the election of Facility, a Bid protest may be referred directly to University's Construction Review Board without prior investigation and review by Facility. The Chair of the Construction Review Board will either decide the Bid protest or appoint a Hearing Officer. If a Hearing Officer is appointed, the Hearing Officer will review the Bid protest in accordance with the provisions of Section 5.2.E.
- C. Bidder whose Bid is the subject of the protest, all Bidders affected by the Facility's decision on the protest, and the protestor have the right to appeal to the Construction Review Board if not satisfied with Facility's decision. The appeal must be in writing and shall specify the decision being appealed and all the facts and circumstances relied upon in support of the appeal. A copy of the appeal must be received by the Chair, Construction Review Board, no later than 5:00 pm on the 3rd business day following appellant's receipt of the written decision of Facility, at the following address:

Chair, Construction Review Board
University of California
Office of the President
1111 Franklin Street, 6th Floor
Oakland, CA 94607-5200
Attention: Director, Construction Services
And, by email to:

constructionreviewboard@ucop.edu

- D. A copy of the appeal shall be sent to all parties involved in the Bid protest and to Facility and to the CM/Contractor, to the same address and in the same manner as the original protest. An appeal received after 5:00 pm is considered received as of the next business day. If the final date for receipt of an appeal falls on a Saturday, Sunday, or University holiday, the appeal will be considered timely only if received by 5:00 pm on the following business day. The burden of proving timely receipt of the appeal is on the appealing party.
- E. The Chair of the Construction Review Board will review the Facility's decision and the appeal, and issue a written decision, or if appropriate, appoint a Hearing Officer to conduct a hearing and issue a written decision. If a hearing is held, the hearing shall be held not later than the 10th day following the appointment of the Hearing Officer unless the Hearing Officer for good cause determines otherwise. The written decision of the Chair or Hearing Officer will state the basis of the decision, and the decision will be final and not subject to any further appeal to University. The Chair or Hearing Officer may consult with the University's Office of the General Counsel on the decision as to legal form. The University will complete its internal Bid protest procedures before award of the Contract.

07 - LABOR RATES:

1. **ALL CONTRACTORS AND SUBCONTRACTORS MUST BE REGISTERED WITH THE DEPARTMENT OF INDUSTRIAL RELATIONS (DIR) AT BID TIME.**

Go to <http://www.dir.ca.gov/public-works/publicworks.html> for more information and to register.

2. No contractor or subcontractor, regardless of tier, may be listed on a Bid for, or engage in the performance of, any portion of this project, unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 and 1771.1.

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3. This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
4. Wage Determination to be used for the duration of the Project: **2021-2**.

08 - PARKING

1. There will be NO on-site parking available for Subcontractor's Personnel during bidding or construction. All Bidders shall include parking costs within their proposal.
 - Parking information for visitor parking is available on **UCSD's Parking Website:**
<https://transportation.ucsd.edu/commute/index.html>
 - Parking Facility locations are listed on **UCSD's Campus Map:**
<https://maps.ucsd.edu/map/default.htm>

For further information regarding scope of work please contact Mark Gagne at (619) 204-2187 or mgagne@swinerton.com. Should you have questions regarding plan distribution, please contact Meagan Macias at (858) 815-2417 or mmacias@swinerton.com

END OF INSTRUCTIONS TO BIDDERS