

**CITY OF TORRANCE  
BID NO. B2021-13**

---

**Bid for Elevator Modernization at Katy Geissert Civic Center Library**

---

**BID SUBMITTAL INFORMATION**

**LOCATION:** CITY OF TORRANCE  
Office of the City Clerk  
3031 Torrance Blvd.  
Torrance, CA 90503

**BID TIME DEADLINE: 3:00 PM Local (Pacific) Time**

**BID DUE DATE: Wednesday, May 19, 2021**

The **ORIGINAL** BID, plus one copy must be submitted in a sealed envelope and marked with the bid number and title.

**BIDS MAY BE MAILED OR HAND DELIVERED. NO FAXED BIDS WILL BE ACCEPTED. LATE BIDS WILL NOT BE ACCEPTED. Bids will be opened and read aloud via conference call at 3:10 P.M. on the same date. Please contact the City Clerk's office at (310) 618-2870 for the conference number. No bidders will physically be allowed at the bid opening.**

**All responses must include the following components:**

1. Bidder's Proposal
2. Labor Rate Forms
3. Addenda Acknowledgment
4. Contractor's Affidavit
5. Bid Bond (10% of Bid)
6. List of Subcontractors
7. References
8. Bidder's Information

**A pre-bid conference will NOT be conducted due to the pandemic. If you'd like to visit the project site(s) with a City Representative please contact Louis Ortega at (310) 953-1355.**

**Questions Regarding this BID Must be Submitted in the Form of an E-Mail**

- Your E-mail must include the BID number and BID title in the subject heading
- The deadline to submit questions is 12:00 Noon Pacific Time on **Thursday, April 29, 2021.**
- Your questions should be directed to:

**Nina Schroeder**  
**Sr. Business Manager**  
[NSchroeder@TorranceCA.gov](mailto:NSchroeder@TorranceCA.gov)

Interested bidders must contact Nina Schroeder by email (NSchroeder@TorranceCa.Gov) if planning to bid on the project, by 5:30 p.m. on **Thursday, April 15, 2021** to be placed on the bidders list and contacted when addenda are issued.

BIDDER'S PROPOSAL

**BID FOR ELEVATOR MODERNIZATION AT KATY GEISSERT CIVIC CENTER LIBRARY  
B2021-13**

In accordance with the Notice Inviting Bids pertaining to the receiving of sealed proposals by the City Clerk of the City of Torrance for the above titled improvement, the undersigned hereby proposes to furnish all work to be performed in accordance with the Plans, Specifications, and Contract Documents, prepared by HKA Elevator Consulting, Inc. and the City of Torrance for the bid as set forth in the following schedules.

Assignment of Contractor's values:

| DESCRIPTION   | TOTAL AMOUNT<br>IN FIGURES*              | DOLLAR AMOUNT IN WORDS |
|---|--|------------------------|
| Bidder agrees to perform all work necessary for the elevator modernization as set out in the Specification Section <u>142210</u> February 5, 2021 for the lump sum of:  | \$                                       |                        |
| <b>ITEMIZED PRICES:</b>   |  |                        |
| Bidder agrees to provide the following equipment or services as described in the specifications. The cost of this equipment or services <u>is not included</u> in the Base Bid.   |  |                        |
| <b>ITEMIZED PRICE NUMBER 1;</b><br>Modernization Maintenance: Quote price <b><u>not included in Base Bid</u></b> to provide full preventative maintenance for Elevator Nos. <u>1</u> from award of contract through the completion of the modernization of Elevator Nos. <u>1</u> .                 | \$<br><br>Monthly Amount to be billed \$ |                        |
| <b>ITEMIZED PRICE NUMBER 2;</b><br>Warranty Maintenance: Quote price <b><u>not included in Base Bid</u></b> to provide full preventative maintenance for Elevator Nos. <u>1</u> for a period of twelve (12) months after modernization and acceptance of all elevators.                             | \$<br><br>Monthly Amount to be billed \$ |                        |
| <b>SCHEDULE:</b>  |  |                        |
| The work identified in these Bidding Documents shall be scheduled to begin within ten (10) days after the date of the Owner's Written Notice to Proceed and be completed within _____ calendar days.<br><small align="center">(Write out number of Days)(# of days)</small>                         |  |                        |
| The Bidder's estimate of time required to contract _____ calendar days.<br><small align="center">(Write out number of Days)(# of days)</small>  |  |                        |
| The Bidder's estimate of time required to provide submittals _____ calendar days.<br><small align="center">(Write out number of Days)(# of days)</small>  |  |                        |
| The Bidder's estimate of time required to manufacture, deliver materials, and commence the work on site is _____ calendar days.<br><small align="center">(Write out number of Days)(# of days)</small>  |  |                        |
| The Bidder's estimate of time required to complete the work after commencement of the work on site is _____ calendar days for each elevator and _____ calendar days for all elevators.<br><small align="center">(Write out number of Days)(# of days) (Write out number of Days)(# of days)</small> |  |                        |

BIDDER'S PROPOSAL – B2021-13 – Continued

**ALTERNATIVE PRICES:**

The Bidder agrees to provide the following equipment or service as described in the Specification Section 142210 - Paragraph 1.12 ALTERNATES in addition to or in lieu of the applicable equipment or services included in the Base Bid. The cost of this equipment or services will be added or deducted from the Base Bid price as indicated.

|  |                      |
|--|----------------------|
| <p><b>ALTERNATE NUMBER 1:</b><br/>New Cylinder and Piston</p>  | <p>Add Deduct \$</p> |
| <p><b>ALTERNATE NUMBER 2:</b><br/>Cab Interiors: Provide cost to replace existing cab panels and ceiling with new not to exceed 20K.</p> | <p>Add Deduct \$</p> |

**Bidders Proposal – B2021-13**

**\*BID MAY BE REJECTED IF TOTAL IS NOT SHOWN IN FIGURES AND WORDS.**

The City of Torrance awards to the lowest responsible bidder per the Torrance Municipal Code. Based on the funding available, the City reserves the right to select any combination of roofs to proceed with replacement to determine the lowest responsible bidder for award.

The undersigned bidder proposes to furnish all material, labor, tools, and services necessary to modernize, and provide continuing maintenance on Elevator Nos.1 as specified in Specification Section 142210, dated February 5, 2021 and Notice to Bidders dated March 2021.

The undersigned furthermore agrees to enter into and execute a contract, with necessary bonds, at the prices set forth herein and in case of default in executing such contract, with necessary bonds, the check or bond accompanying this bid and the money payable thereon shall be forfeited thereby to and remain the property of the City of Torrance.

BIDDER'S PROPOSAL – B2021-13 – Continued

The above prices include all work appurtenant to the various items as outlined in the project plans and specifications and all work or expense required for the satisfactory completion of said item.

The undersigned declares that it has carefully examined the Specifications, Plans and Contract Documents, and has investigated the site of the work and is familiar with the conditions thereon.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Signature of principal in company

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title of Signer

Address: \_\_\_\_\_

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

Email: \_\_\_\_\_

Public Works Registration (PWCR) Number: \_\_\_\_\_

License No. & Classifications \_\_\_\_\_

## MODERNIZATION LABOR RATE FORM

### HOURLY RATES FOR DURATION OF THE PROJECT

1. Contractor's Regular Billing Rates During Normal Working (6:00 a.m. to 6:00 p.m.) Hours, Monday through Friday:

\$ \_\_\_\_\_ Per mechanic hour.

\$ \_\_\_\_\_ Per \*team hour.

2. Contractor's Overtime Billing Rates Outside of Normal Working Hours:

Monday through Friday:

\$ \_\_\_\_\_ Per mechanic hour.

\$ \_\_\_\_\_ Per \*team hour.

Saturday:

\$ \_\_\_\_\_ Per mechanic hour.

\$ \_\_\_\_\_ Per \*team hour.

Sundays & Holidays:

\$ \_\_\_\_\_ Per mechanic hour.

\$ \_\_\_\_\_ Per \*team hour.

**\* - A team is one mechanic and one helper**

***END OF MODERNIZATION LABOR RATE FORM***

## MAINTENANCE LABOR RATE FORM

### HOURLY RATES FOR DURATION OF THE PROJECT

1. Contractor's Regular Billing Rates During Normal Working (6:00 a.m. to 6:00 p.m.) Hours, Monday through Friday:

\$ \_\_\_\_\_ Per mechanic hour.

\$ \_\_\_\_\_ Per \*team hour.

2. Contractor's Overtime Billing Rates Outside of Normal Working Hours:

Monday through Friday:

\$ \_\_\_\_\_ Per mechanic hour @ 1.5

\$ \_\_\_\_\_ Per mechanic hour @ 1.7

\$ \_\_\_\_\_ Per mechanic hour @ 2.0

\$ \_\_\_\_\_ Per \*team hour @ 2.0

Saturday:

\$ \_\_\_\_\_ Per mechanic hour @ 1.7

\$ \_\_\_\_\_ Per \*team hour @ 2.0

Sundays & Holidays:

\$ \_\_\_\_\_ Per mechanic hour @ 2.0

\$ \_\_\_\_\_ Per \*team hour @ 2.0

**\* - A team is one mechanic and one helper**

***END OF MAINTENANCE LABOR RATE FORM***

**ACKNOWLEDGMENT OF ADDENDA RECEIVED**

B2021-13

The Bidder shall acknowledge the receipt of addenda by placing an "X" by each addendum received.

Addendum No. 1 \_\_\_\_\_

Addendum No. 2 \_\_\_\_\_

Addendum No. 3 \_\_\_\_\_

Addendum No. 4 \_\_\_\_\_

Addendum No. 5 \_\_\_\_\_

Addendum No. 6 \_\_\_\_\_

Addendum No. 7 \_\_\_\_\_

Addendum No. 8 \_\_\_\_\_

If an addendum or addenda have been issued by the City and not noted above as being received by the Bidder, the Bid Proposal may be rejected.

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date

STATE OF CALIFORNIA        }  
   }  
 COUNTY OF \_\_\_\_\_ }

**CONTRACTOR'S AFFIDAVIT**  
**B2021-13**

\_\_\_\_\_, being first duly sworn,  
 deposes and says:

1. That he is the \_\_\_\_\_  
   Title

of \_\_\_\_\_  
**(Name of Partnership, Corporation, or Sole Proprietorship)**

hereinafter called "Contractor," who has submitted to the City of Torrance a proposal for the BID FOR ELEVATOR MODERNIZATION AT KATY GEISSERT CIVIC CENTER LIBRARY, B2021-13.

2. That said proposal is genuine; that the same is not sham; that all statement of facts therein are true;
3. That such proposal was not made in the interest or behalf of any person, partnership, company, association, organization or corporation not named or disclosed;
4. That the Contractor did not directly or indirectly induce, solicit or agree with any-one else to submit a false or sham bid, refrain from bidding, or withdraw the bid, to raise or fix the bid price of the Contractor or anyone else, or to raise or fix any overhead, profit or cost element of the Contractor's price or the price of anyone else; and did not attempt to induce action prejudicial to the interest of the City of Torrance or any other bidder, or anyone else interested in the proposed contract;
5. That the Contractor has not in any manner sought by collusion to secure for itself an advantage over any other bidder or to induce action prejudicial to the interests of the City of Torrance, or of any other bidder or of anyone else interested in the proposed contract;
6. That the Contractor has not accepted any bid from any subcontractor or materialman through any bid depository, the bylaws, rules or regulations of which prohibit or prevent the Contractor from considering any bid from any subcontractor or materialman, which is not processed through said bid depository, or which prevent any subcontractor or materialman from bidding to any contractor who does not use the facilities of or accept bids from or through such bid depository;



**CONTRACTOR'S AFFIDAVIT B2021-13 (CONTINUED)**

7. That the Contractor did not, directly or indirectly, submit the Contractor's bid price or any breakdown thereof, or the contents thereof, or divulge information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, or to any individual or group of Individuals, except to the City of Torrance, or to any person or persons who have a partnership or other financial interest with said Contractor in its business.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Subscribed and Sworn to \_\_\_\_\_ before me this \_\_\_\_\_  
(Contractor)

of \_\_\_\_\_, 20\_\_\_\_\_ \_\_\_\_\_  
(Title)

\_\_\_\_\_ Notary Public in and for said County and State.  
(Seal)

**BID BOND**

B2021-13

**KNOW ALL MEN BY THESE PRESENTS:** That we, \_\_\_\_\_  
\_\_\_\_\_

as principal, and \_\_\_\_\_  
as sureties, are held and firmly bound unto the City of Torrance, State of California, in the penal sum of \_\_\_\_\_ dollars (\$\_\_\_\_\_), for the payment whereof we hereby bind ourselves, our successors, heirs, executors or administrators jointly and severally, firmly by these presents.

The condition of this obligation is such that, whereas the above bounded principal is about to file with and submit to the City of Torrance a bid or proposal for the performance of certain work as required in the City of Torrance, Project No. **B2021-13**, said work being: **ELEVATOR MODERNIZATION AT KATY GEISSERT CIVIC CENTER LIBRARY** in compliance with the Plans therefore under an invitation of said City contained in a notice or advertisement for bids or proposals; now if the bid or proposal of said principal shall be accepted and if said work be thereupon awarded to the principal by said City and if the said principal shall enter into a contract with the said City in accordance with said bid or proposal, or if the bid or proposal of the said principal is rejected, then this bond shall be void and of no effect and otherwise in full force and effect.

**WITNESS** our hands this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Surety/Attorney-in-Fact

\_\_\_\_\_  
Signature

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

Local Address: \_\_\_\_\_  
\_\_\_\_\_

Phone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

**LIST OF SUBCONTRACTORS**

The Bidder is required to fill in the following blanks in accordance with the provisions of the Subletting and Subcontracting Fair Practices Act (Chapter 2 of Division 5, Title 1 of the Government Code of the State of California) and should familiarize itself with Section 2-3 of the Standard Specifications.

1. Name Under Which Subcontractor is Licensed: \_\_\_\_\_

Subcontractor's Address: \_\_\_\_\_

Specific Description of Sub-Contract: \_\_\_\_\_

License Number: \_\_\_\_\_ CA License Classification/Type: \_\_\_\_\_

Public Works Registration (PWCR) Number: \_\_\_\_\_

2. Name Under Which Subcontractor is Licensed: \_\_\_\_\_

Subcontractor's Address: \_\_\_\_\_

Specific Description of Sub-Contract: \_\_\_\_\_

License Number: \_\_\_\_\_ CA License Classification/Type: \_\_\_\_\_

Public Works Registration (PWCR) Number: \_\_\_\_\_

3. Name Under Which Subcontractor is Licensed: \_\_\_\_\_

Subcontractor's Address: \_\_\_\_\_

Specific Description of Sub-Contract: \_\_\_\_\_

License Number: \_\_\_\_\_ CA License Classification/Type: \_\_\_\_\_

Public Works Registration (PWCR) Number: \_\_\_\_\_

4. Name Under Which Subcontractor is Licensed: \_\_\_\_\_

Subcontractor's Address: \_\_\_\_\_

Specific Description of Sub-Contract: \_\_\_\_\_

License Number: \_\_\_\_\_ CA License Classification/Type: \_\_\_\_\_

Public Works Registration (PWCR) Number: \_\_\_\_\_

5. Name Under Which Subcontractor is Licensed: \_\_\_\_\_

Subcontractor's Address: \_\_\_\_\_

Specific Description of Sub-Contract: \_\_\_\_\_

License Number: \_\_\_\_\_ CA License Classification/Type: \_\_\_\_\_

Public Works Registration (PWCR) Number: \_\_\_\_\_

6. Name Under Which Subcontractor is Licensed: \_\_\_\_\_

Subcontractor's Address: \_\_\_\_\_

Specific Description of Sub-Contract: \_\_\_\_\_

License Number: \_\_\_\_\_ CA License Classification/Type: \_\_\_\_\_

Public Works Registration (PWCR) Number: \_\_\_\_\_

7. Name Under Which Subcontractor is Licensed: \_\_\_\_\_

Subcontractor's Address: \_\_\_\_\_

Specific Description of Sub-Contract: \_\_\_\_\_

License Number: \_\_\_\_\_ CA License Classification/Type: \_\_\_\_\_

Public Works Registration (PWCR) Number: \_\_\_\_\_

Subcontractors must be properly licensed under the laws of the State of California for the type of work which they are to perform. Do not list alternate subcontractors for the same work.

The Bidding Contractor must include each subcontractor's contract license number (AB 44). An inadvertent error in listing the subcontractor's license number shall not be grounds for filing a bid protest or grounds for considering the bid nonresponsive, if the corrected contractor's license number is submitted to the public entity by the prime contractor within 24 hours after the bid opening-provided that the correct license number corresponds to the submitted name and location of the subcontractor.

No contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1 (a)].

No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5.

**REFERENCES**

Bidder must have completed at least three (3) elevator modernization projects of a similar size and scope within the last five (5) years. The references must reflect this requirement. ***Do not list a reference more than once or include the City of Torrance as a reference.***

|   |                            |  |
|---|----------------------------|--|
| 1 | Name of Firm/Agency:       |  |
|   | Street Address:            |  |
|   | City:<br>State, Zip Code:  |  |
|   | Name of Person to Contact: |  |
|   | Phone Number of Contact:   |  |
|   | Email Address of Contact:  |  |
|   | Title of Project:          |  |
|   | Project Location:          |  |
|   | Date of Completion:        |  |
|   | Contract Amount:           |  |
|   |                            |  |
| 2 | Name of Firm/Agency:       |  |
|   | Street Address:            |  |
|   | City:<br>State, Zip Code:  |  |
|   | Name of Person to Contact: |  |
|   | Phone Number of Contact:   |  |
|   | Email Address of Contact:  |  |
|   | Title of Project:          |  |
|   | Project Location:          |  |
|   | Date of Completion:        |  |
|   | Contract Amount:           |  |
|   |                            |  |
| 3 | Name of Firm/Agency:       |  |
|   | Street Address:            |  |
|   | City:<br>State, Zip Code:  |  |
|   | Name of Person to Contact: |  |
|   | Phone Number of Contact:   |  |
|   | Email Address of Contact:  |  |
|   | Title of Project:          |  |
|   | Project Location:          |  |
|   | Date of Completion:        |  |
|   | Contract Amount:           |  |
|   |                            |  |



### **Bidder's Information**

The bidder must provide a detailed list of the trades and the description of the work they will perform with their own company for this project.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_

11. \_\_\_\_\_

12. \_\_\_\_\_

13. \_\_\_\_\_

14. \_\_\_\_\_

15. \_\_\_\_\_