



COVINA-VALLEY

UNIFIED SCHOOL DISTRICT

HVAC & Controls Replacement / Addition at District Elementary Schools **RFQ/P #22-23-105**

The mandatory job walk will begin on **Friday, December 9, 2022** sharply at **9:00 AM** at District Office Maintenance Department, 519 E. Badillo St., Covina, CA 91723. Contractors **MUST** be on time, sign-in, attend the entire job walk and sign out to be eligible to submit a proposal on this project.

The RFQ/P **DEADLINE** is **Friday, January 13, 2023** at **1:00 PM**.

OBTAIN PROPOSAL DOCUMENTS, PLANS AND SPECIFICATIONS

The proposal documents, plans and specifications are available on the District website purchasing page at <https://www.c-vusd.org/Page/758>. Click on the Covina-Valley Bid Portal button.

REQUEST FOR INFORMATION/QUESTIONS – DEADLINE

Pre-Proposal Clarifications (RFI's) regarding this Request for Qualifications and Request for Proposals ("RFQ/RFP") must be received in writing to **BOTH** Robin Harbert at rharbert@c-vusd.org **AND** Melinda Pure at melinda@ehanda.com by **4:00 pm, Tuesday, January 3, 2023**. (RFIs **MUST** be sent to **BOTH** rharbert@c-vusd.org and melinda@ehanda.com.) Responses will be issued by January 9, 2023, via email and/or website posting. Requests for material substitutions must be received in writing along with the Proposal using the required Request for Substitution at Time of Bid Form.

REQUIREMENTS

In accordance with the provisions of California Public Code Section 3300, the District requires that the proposer possess the following classification of contractor's license at the time that the Contract is awarded: **Class B Contractor License**.

Prequalification is required as a condition of submitting a proposal for this RFQ/P, and in accordance with California Public Contract Code section 20111.5, prospective proposers are required to complete and submit prequalification documents. The District uses Quality Bidders for prequalification. The link to prequalify is at <https://www.c-vusd.org/Page/760>. A contractor that has **NOT** been prequalified will be deemed a non-responsive proposer and RFQ/P will be returned unopened.

Prequalification documents must be submitted by **Wednesday, December 21, 2022**. Contractors will be notified by email of their prequalification rating within a reasonable period of time after submission of their prequalification documents, but not less than five days prior to the proposal deadline.

If this RFQ/P includes work that will be performed by mechanical, electrical, or plumbing ("MEP") subcontractors (contractors that **hold** C-4, C-7, C-10, C-16, C-20, C-34, C-36, C-38, C-42, **C-43** or C-46 licenses), such MEP subcontractors must also be prequalified. A list of

prequalified MEP subcontractors will be made available by the District to all proposers at least five business days prior to the proposal deadline. It is the responsibility of the proposer to ensure that all MEP subcontractors **holding** any of the licenses listed above are properly prequalified before submitting a proposal. This prequalification requirement applies even if the subcontractor will perform, or is designated to perform, work that does not require one of the licenses listed above, but the subcontractor **holds** one of the licenses listed above.

Per California Labor Code Section 1773.3, contractors must be registered with the DIR prior to bidding on any public works projects. This project will be registered with DIR and assigned a DIR Project ID number. The submittal of certified payroll is required.