



October 8, 2020

NOTICE INVITING BIDS

NOTICE IS HEREBY GIVEN that sealed bids will be received by the City of Lake Elsinore for the work generally described as:

**PUBLIC WORKS OFFICE BUILDING
CIP PROJECT NO. Z20003
INSULATION, DRYWALL AND PAINT**

Bids will be publicly opened, examined and declared in the City Hall Conference Room A, 130 South Main Street, Lake Elsinore, California, at the hour of **2:00 p.m. on Wednesday, November 4, 2020.**

The City of Lake Elsinore utilizes PlanetBids, Inc. to administer its Online Bidding System. PlanetBids requires potential vendors and bidders to register <https://www.planetbids.com/portal/portal.cfm?CompanyID=14272#> to download contract and bid proposal documents, thereby assuring a means of notifying vendors and bidders are identified as "Planholders" of all subsequent information and addenda issued by the City. Only the electronic documents downloaded directly from PlanetBids will be considered to be **official** documents of the City of Lake Elsinore.

Each bid shall be made on the proposal form furnished in the Specifications and enclosed in an envelope supplied by the bidder, bearing the title of the work and the name and address of the bidder. It is the sole responsibility of the bidder to ensure that the bid is received in proper time in the City Clerk's Office at the address and time hereinabove set forth. Any bid received after the scheduled closing time for receipt of bids may be returned to the bidder unopened. No facsimile bids shall be accepted by the City.

Purpose: The City of Lake Elsinore is performing a building remodel at 522 North Poe Street, Lake Elsinore Ca. 92530. In short the project will include the remodeling of a 5840 square foot building by adding a second story and creating an administrative office building for the Public Works Maintenance Department. Additional improvements will include a second floor, offices, locker rooms, and conference rooms to accommodate the maintenance administrative effort.

Scope: The contractor will furnish a proposal and price for all materials, labor and equipment to complete the job and deliver the scope. The contractor must familiarize himself with the site, all details of the work required, and existing conditions. The contractor must be a going entity for at least 3 years, produce a valid certificate of liability insurance, which must be on hand before work begins. All work will be permitted and inspected through the City of Lake Elsinore Building Department.

If you have any technical questions, contact Gus Papagolos (email: gpapagolos@verizon.net). The City of Lake Elsinore will hereinafter be referred to as the "City." Respondents shall be referred to as "Bidders." The Bidder to whom the contract is awarded shall be referred to as the "Contractor."

General Requirements:

- Insulation
- Drywall including FRP
- Paint Interior & Exterior

Qualifications:

All bidders must be licensed, qualified, and understand how to identify the most effective and efficient construction methods to complete the project.

ANTICIPATED CONTRACT TIME: 40 WORKING DAYS FROM NOTICE TO PROCEED OR LETTER OF INTENT

All bids must be made in accordance with and as directed in the Specifications, and all bidders shall comply with Federal, State and local laws applicable thereto.

The City Council reserves the right to reject any or all bids, to waive any irregularities in a bid and to award the Contract as may best serve the interests of the City. All proposals are binding for a period of sixty (60) days after they are opened and may be retained by the City for examination and comparison.

Candice Alvarez

Candice Alvarez, MMC

City Clerk

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