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## Request for Qualifications (RFQ) Port San Luis Emergency & On-Call Construction Services

### Proposed Timeline:

Request for Proposals Released	Tuesday February 7 <sup>th</sup> , 2023
Deadline to Ask Questions	Wednesday, February 15 <sup>th</sup> , 2023 @ 5:00 pm
Sealed Proposals Due	Tuesday February 22 <sup>st</sup> , 2023 @ 4:00 pm
Eligible Contractors List Finalized	Tuesday, February 28 <sup>th</sup> , 2023
Work Period	March 2023 – December 2023

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- Faxed or emailed proposals will not be accepted. Sealed proposals are due no later than:  
**Time listed above for “Sealed Proposals Due & Proposal Opening”**
  - To submit a proposal, complete the items outlined in the *Proposal Instructions* and submit in a sealed envelope plainly marked:  
**“BID – Emergency and On-Call Construction Services”**  
Failure to display this on your sealed proposal envelope may result in proposal disqualification.
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### Delivery of Proposals:

(Please note USPS express mail is **not** available to the Harbor Office)

#### **Fed Ex or other Express mail service:**

Port San Luis Harbor District  
3950 Avila Beach Drive  
Avila Beach, CA 93424  
Phone: (805)-595-5410

#### **US Postal Service:**

*(It is advisable to ensure USPS delivery 1 day prior to proposal opening.)*  
Port San Luis Harbor District  
PO Box 249  
Avila Beach, CA 93424

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### To submit comments and questions, please contact the Facilities Manager:

Chris Munson at (805) 595-5419 or [chrism@portsanluis.com](mailto:chrism@portsanluis.com)

The deadline to ask questions is listed above. A list of all questions and answers will be posted on website Port’s website ([www.portsanluis.com/2180/Bids-Proposals](http://www.portsanluis.com/2180/Bids-Proposals)) the day after that deadline. Please check the website for possible addendums before final proposal submission.

## **PROJECT DESCRIPTION**

### **Background**

Port San Luis Harbor District intends to contract qualified companies for emergency and/or on-call construction services. During the course of normal maintenance, the Harbor District occasionally requires construction services deemed urgent and/or beyond the capabilities of “in-house” resources. The Harbor District is soliciting proposals for those such on-call services from experienced, licensed, and competent contractors. The intent of this RFQ is to establish a list of competent contractors for the Harbor District to use for emergency and/or on-call construction services where competitive rates have been established through the public bid process. The subject contract will run from the date of execution through at minimum December 31, 2023 with the Harbor District’s option to extend at bid pricing beyond 2023 with contractor consent. Construction services will receive general guidance of the Harbor District’s Facilities Department. This is a support services contract that will work with and for the Harbor District as needed.

### **Scope of Work**

In general, the contractor must have the ability to provide equipment and labor for periodic on-call services including emergencies as needed by the Facilities Department. Work may include but is not limited to the following areas: boat demolition, debris removal, boulder resetting on the revetment, building demolition, water, sewer, structures, culverts, roads, and general excavation. Typically, contractor services will be scheduled, however the Contractor may be needed to assist the Harbor District with after-hour emergency services and be on site within 3 hours of a service call. The Contractor will work with support from Harbor District staff as needed. Contractor to provide debris removal, hauling, and disposal of non-hazardous and hazardous waste (associated with boat and building demolition).

### **Contractor Requirements**

- Contractors shall calculate hourly rates to include an operator
- Operators must be licensed as required for equipment (if applicable)
- Contractor shall be guaranteed a minimum of three (3) hours upon being called out.
- Equipment shall be first class operating condition and come with built-in safety devices where it is available; i.e. audible alarm when backing up, etc.
- Any breakdowns or equipment failures will be at the Contractors cost.
- Contractor(s) shall furnish the Harbor District with Certificates of Insurance as outlined in the terms and conditions/sample agreements prior to beginning work
- Prevailing wage applies for all assigned jobs
- Contractor must comply with all laws and regulations.

## **Award of Contracts**

Contracts are to be awarded only to responsible bidders. In order to qualify as responsible, a prospective Contractor must meet the following standards as they relate to this request:

- Have adequate financial resources for performance or have the ability to obtain such resources as required during performance.
- Have the necessary experience, organization, technical and professional qualifications, skills and facilities.
- Be able to comply with the proposed or required time of completion or performance schedule
- Have a demonstrated satisfactory record of performance.
- Adhere to the specifications of this bid and provide all documentation required of this bid.
- Provide references/examples of similar work performed

Contracts will be awarded to a responsive & responsible Contractor based on pricing, qualifications, and experience. No award will be made to any Contractor who is unable to demonstrate sufficient ability and experience in this class of work and sufficient capital and assets to enable him to prosecute and complete the work successfully. The Harbor District reserves the right to terminate the services of the Contractor if, in the opinion of the appropriate Harbor District officials, the Contractor's performance is unsatisfactory.

Under contracts awarded that are eligible for federal reimbursement, the Harbor District will seek participation from contractors from the following categories:

- Small Businesses
- Minority Businesses
- Women's Business Enterprises
- Labor Surplus Area Firms (counties within a FEMA declared disaster area automatically qualify)

## **PROPOSAL INSTRUCTIONS**

### **Proposal Requirements**

Include the items listed in a sealed envelope, following the instructions for proposal submittal on the first page of this Request for Qualifications:

- Bid Form – Scheduled Services:** Fill out the following bid form indicating hourly costs for equipment with operator, workers, and mobilization/demobilization. Contractor's established rate sheets may be included in addition or in replacement of the bid form. If contractor does not have listed equipment, leave blank or list equal model.
- Bid Form – Unscheduled/Emergency Services (Optional):** Fill out the following bid form indicating hourly costs for equipment with operator, workers, and mobilization/demobilization. Contractor's established rate sheets may be included in addition or in replacement of the bid form. If the rates are the same for unscheduled and scheduled services, the contractor only needs to submit one bid form. If contractor does not have listed equipment, leave blank or list equal model.
- List of Similar Projects and/or References:** Contractors are to provide relevant experience and evidence that they are qualified to perform the work. There is no form for this, prospective contractors should provide their own narratives, lists, brochures, etc.
- Submittal Form:** Fill out the Submittal Form and sign.

## **Terms and Conditions**

- 1 GENERAL:** The District reserves the right to reject any and all proposal and waive any informalities. The District also reserves the right to award, not award, or re-advertise the project.
- 2 INSURANCE:** Liability insurance in the amount of \$1,000,000 with the District named as an “Additional Insured” will be required. A copy of certification is required before work begins. Proof of Workers Compensation Insurance is required. Insurance requirements apply to both contractors and subcontractors.
- 3 FINAL INSPECTION:** No section shall be considered complete until a final inspection has taken place with the Districts’ representative and the contractor.
- 4 PROTECTION OF WORK AREA:** No debris or materials is to enter the water.
- 5 LICENSES:** Contractor shall have all licenses and certifications required to perform the work and be in good standing at the time of proposal opening and work performance. If any portion of the project is to be subcontracted, prime contractor must ensure any and all subcontractors hold a valid licences and provide list of all subcontractors to be utilized for work as an attachment to the Submittal Form at time of proposal submission.
- 6 RATES:** Prevailing wage rates apply for this project.
- 7 HARRASSMENT AND DISCRIMINATION:** Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee who is employed in the work covered by such contracts or against any applicant for such employment because of sex, sexual orientation, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age, marital status, and denial of family care leave, and that such provisions shall include, but not be limited to: employment, upgrading, promotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. Federally assisted construction contracts are to comply with 41 CFR Part 60-1.4(b).
- 8 PROPOSAL SUBMISSION, OPENING, AND WITHDRAWAL:** To submit a proposal, complete and return the items listed under “Proposal Requirements” before the date and time indicated on the first page. No proposal received after the time specified in the Request for Qualifications will be considered. Evaluation of proposals will not be public. List of eligible contractors will be presented to the Board of Commissioners to be finalized. The proposal and rates shall remain valid until December 31<sup>st</sup>, 2023. A contractor may withdraw its proposal without prejudice before the opening by submitting a written request to the Facilities Manager for its withdrawal. The District reserves the right to reject any and all proposals and waive any informalities. The District also reserves the right to award, not award, or re-release the project.

**9 SENATE BILL 854 COMPLIANCE:** Effective March 1, 2014, Senate Bill 854 requires contractors to comply with the following: Contractor agrees, in accordance with Section 1771.1 of the California Labor Code, that contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 at the time the contract is awarded.

No contractor or subcontractor may be awarded a contract for public work on a public works project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to California Labor Code section 1725.5. Contractor agrees, in accordance with Section 1771.4 of the California Labor Code, this Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

**10 PROJECTS ELIGIBLE FOR FEDERAL ASSISTANCE:** For projects eligible for federal assistance such as FEMA disaster cleanup, the following provisions will apply:

I. Compliance with the Davis-Bacon Act.

- a. All transactions regarding this contract shall be done in compliance with the Davis-Bacon Act (40 U.S.C. 3141- 3144, and 3146-3148) and the requirements of 29 C.F.R. pt. 5 as may be applicable. The contractor shall comply with 40 U.S.C. 3141-3144, and 3146-3148 and the requirements of 29 C.F.R. pt. 5 as applicable.
- b. Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.
- c. Additionally, contractors are required to pay wages not less than once a week.

II. Compliance with the Copeland "Anti-Kickback" Act.

- a. Contractor. The contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this contract.
- b. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clause above and such other clauses as FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
- c. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment

III. Debarment and Suspension

Non-Federal entities and contractors are subject to the debarment and suspension regulations implementing Executive Order 12549, Debarment and Suspension (1986) and Executive Order 12689, Debarment and Suspension (1989) at 2 C.F.R. Part 180 and the Department of Homeland Security's regulations at 2 C.F.R. Part 3000 (Nonprocurement Debarment and Suspension).

**Bid Form – Emergency & On-Call Construction Services RFQ**  
**Scheduled Services**

One Time Mob/Demobilization per call: Assume 1 Machine, 2 Dump Trucks: \$ \_\_\_\_\_

**NOTE:** Put year and model in EQUAL/MODEL column of equipment being bid  
 All rates to be shown in Price/Hour

<b>EQUIPMENT</b>	<b>PRICE w/ OPERATOR</b>	<b>EQUAL/MODEL</b>
6 Wheel Large Dump Truck		
10 Wheel Dump Truck		
Tri-Axle		
Trailer Dump		
Skidsteer (CAT 236B)		
Loader - 3 YDS		
Loader - 5 YDS		
Backhoe – Loader (CAT 420)		
Bulldozer (CAT - D6)		
Mini-Excavator (CAT 305)		
Rubber Tired Excavator (CAT M315)		
Excavator (CAT 312)		
Excavator (CAT 320)		
Excavator (CAT 330)		
<b>PERSONNEL</b>	<b>PRICE</b>	
Superintendent		
Foreman		
Laborer		

**Bid Form – Emergency & On-Call Construction Services RFQ**  
**Unscheduled/Emergency Services (Optional)**

One Time Mob/Demobilization per call: Assume 1 Machine, 2 Dump Trucks: \$\_\_\_\_\_

**NOTE:** Put year and model in EQUAL/MODEL column of equipment being bid  
 All rates to be shown in Price/Hour

<b>EQUIPMENT</b>	<b>PRICE w/ OPERATOR</b>	<b>EQUAL/MODEL</b>
6 Wheel Large Dump Truck		
10 Wheel Dump Truck		
Tri-Axle		
Trailer Dump		
Skidsteer (CAT 236B)		
Loader - 3 YDS		
Loader - 5 YDS		
Backhoe – Loader (CAT 420)		
Bulldozer (CAT - D6)		
Mini-Excavator (CAT 305)		
Rubber Tired Excavator (CAT M315)		
Excavator (CAT 312)		
Excavator (CAT 320)		
Excavator (CAT 330)		
<b>PERSONNEL</b>	<b>PRICE</b>	
Superintendent		
Foreman		
Laborer		

**Submittal Form – Emergency & On-Call Construction Services RFQ**

The undersigned contractor has carefully checked all figures in this proposal against the above requirements and specifications. All taxes and any fees shall be included in presented rates

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

**Contractor's Name** \_\_\_\_\_

**Sub-Contractor's Name(s)** \_\_\_\_\_

**Contractor's Signature** \_\_\_\_\_

**Contractor's License #** \_\_\_\_\_

**Address** \_\_\_\_\_

**Phone Number** \_\_\_\_\_

**Email** \_\_\_\_\_

**Date Submitted** \_\_\_\_\_

**CHECK ONE BOX:**

- Available for Emergency Services (Within 3-Hours) ONLY
- Available for Scheduled On-Call Services ONLY
- Available for BOTH Emergency AND Scheduled On-Call Services

**IS CONTRACTOR ANY OF THE FOLLOWING?**

- Small Business
- Minority Business
- Women's Business Enterprise
- Labor Surplus Area Firm\*

\*Contractors located in counties within FEMA declared disaster area automatically qualify

\*\*Additional pages may be included to show subcontractor information and additional details