

INVITATION TO BID



SAN JOAQUIN COUNTY OFFICE OF EDUCATION
Troy A. Brown, Ed.D., County Superintendent of Schools

DATE:	04 November 2024
OWNER NAME:	SAN JOAQUIN COUNTY OFFICE OF EDUCATION
PROJECT NAME:	OPERATIONS/PURCHASING TENANT IMPROVEMENT 2707 TRANSWORLD DRIVE STOCKTON, CA
OWNER'S CONTACT:	WARREN SUN / TIM SUTTON
OWNER'S PHONE:	209.468.9061
OWNER'S EMAIL:	wsun@sjcoe.net / tisutton@sjcoe.net
PROJECT NUMBER:	888-23-24
DESIGN TEAM CONTACT:	MICHAEL LOUREIRO
DESIGN TEAM EMAIL:	michael@pdesigns.net



THIS PROJECT IS A TENANT IMPROVEMENT TO AN EXISTING BUILDING ON THE SJCOE CAMPUS. THE PROJECT WILL CONSIST OF ADDING OFFICES, CONFERENCE ROOMS, STORAGE AREAS, AND OTHER SUPPORTING FACILITIES TO BE USED BY SJCOE OPERATIONS AND PURCHASING SERVICES. THIS PROJECT HAS AN IMPROVEMENT AREA OF **APPROXIMATELY 5,000 SQ. FT. & AN ESTIMATED CONSTRUCTION COST OF AROUND \$675,000.**

BID PROCESS & TIMELINE

1. A mandatory pre-bid project walk will be held at **9:00 AM on Wednesday, November 13th, 2024**, by the design team and owner at the project site at **2707 Transworld Drive in Stockton, CA**. All bidders are required to attend. Bidders are asked to meet at 2707 Transworld Drive in the **Operations Office (North end of building)** for San Joaquin County Office of Education to sign in and discuss the project before walking the project site.
2. Interested bidders will have access to the on-line project documents folder on **November 4th, 2024**. A link to the on-line project documents folder will be provided after an email has been sent by the bidding contractor to the design team contact. Bidders can request a complete set of printed plans and specifications delivered at the pre-bid project walk with a \$750 deposit. All future correspondence will be sent to the provided email address. These plans and specifications must be returned in good condition within 7 days following the bid deadline. (Additional sets can be printed from the on-line folder or from Progressive Designs at the requestor's cost.)
3. All contractors and subcontractors must have a proper license under the State laws governing their respective trades. **All contractors and subcontractors are required to bid this project using prevailing wage.** SJCOE will review the bidder's submitted Qualification Criteria, "Section A" before a bid can be awarded for this project.
4. Each proposal shall be broken down by general construction divisions, provide an estimated construction timeline, and meet all requirements specified by the owner as pertains to required insurances, deposits, and/or bonds. (Additional information may be requested if provided information is inadequate.)
5. Sealed proposals shall be received from qualified bidders up to **2:00 pm on Tuesday, December 10th, 2024**, at **2707 Transworld Drive at the Operations Office for San Joaquin County Office of Education**. The bids will be opened, and all bidders will be contacted within 7 days of the bid deadline with bid results.
6. No bid may be withdrawn for a period of 30 days after the bid deadline.
7. The Owner reserves the right to waive minor informalities and irregularities and to reject any or all proposals.

QUESTIONS OR INTERPRETATIONS

1. Should a bidder find discrepancies in or omissions from the plans and/or specifications, or be in doubt as to their meaning, they should at once notify the Design Team who will send written instructions to all bidders. Neither the Owner nor the Design Team will be responsible for any oral instructions.
2. All requests for such interpretation or clarification shall be in writing or email to the design team contact listed above. To be given consideration, the request must be received no later than 5:00 pm on Tuesday, November 26th, 2024.
3. All interpretation and/or supplementary information will be made available to all prospective bidders no later than 2:00 pm on Thursday, December 5th, 2024.
4. Addendums and bulletins issued and received during the bidding process become part of contract documents and are the responsibility of the bidder to include in their proposal.