



REQUEST FOR PROPOSAL
PROJECTS \$60,000 to \$200,000

- 1.0 NOTICE TO PROPOSERS
- 2.0 INSTRUCTIONS TO PROPOSERS
- 3.0 PROPOSAL
- 4.0 BID BOND
- 5.0 GENERAL CONDITIONS OF THE AGREEMENT
- 6.0 PROJECT SCOPE
- 7.0 ATTACHMENTS

PROJECT: West Hills Community College District

**Firebaugh Center
900 O. Street
Firebaugh, CA 93622**

- **Surveillance Cameras**

1.0 NOTICE TO PROPOSERS
Request for Proposal

DATE: **May 26, 2022**

TO: Qualified Proposers

FROM: Jeff Seed
West Hills College District
275 Phelps Avenue
Coalinga, CA 93210

PROJECT: Firebaugh Center Surveillance Cameras

Firebaugh Center
900 O. Street
Firebaugh, CA 93622

West Hills Community College District

PROJECT DESCRIPTION: This project will require installation and equipment compatible with Salient Recording Server version 6.1.0

LICENSE REQUIRED: **C-7**

PROPOSAL DATE/TIME: **June 15, 2022 2:00PM PST**

PROPOSAL DELIVERY: **Email to: purchasing@whccd.edu**

BID SECURITY BOND: Required 10% Bid Bond if proposal is **\$15,000** or over.

PERFORMANCE AND PAYMENT BOND: Required if proposal is **\$25,000** or over.

PREVAILING WAGE PROJECT: **Yes**

**CONTRACT DOCUMENTS AND SPECIFICATIONS
MAY BE OBTAINED ONLINE AT:**

<https://westhillscollge.com/district/departments/business-services/purchasing/>

CONTACT PERSON: Jeff Seed
Phone: (559) 934-2230
E-mail: jeffseed@whccd.edu

MANDATORY SITE VISIT: **9:00AM PST on June 7, 2022**
at 900 O. Street Firebaugh, CA 93622
Site Visit Contact: Jack Ramsey, 559-799-7283

2.0 INSTRUCTIONS TO PROPOSER

PART 1 - GENERAL

A. SECURING DOCUMENTS:

1. Contractors obtaining these plans and project manual for the purpose of submitting proposals for this work shall notify the District of their intentions, together with mailing address and telephone number, so they may be fully advised of any addenda to the construction documents being figured, or of any corrections, additions or omissions. Failure to so notify the District will make the contractor liable for the inclusion of all information according to the addenda in this contract, whether received or not.
2. Construction documents will not be issued to contractors who are not licensed to do business in the State of California, and the District will not consider or accept any proposal or proposals from such contractors.
3. Proposers shall have a generally recognized record for satisfactory execution of contracts of a similar size and character.

B. EXAMINATION OF PROPOSAL DOCUMENTS:

1. Each proposer shall examine the proposal documents carefully prior to date for receipt for proposals, shall make written request for interpretation and/or correction of any ambiguity, inconsistency or error therein which he may discover.
Any interpretation and/or correction will be issued as an Addendum. Only a written interpretation and/or correction by Addenda shall be binding. No proposer shall rely upon any interpretation and/or correction given by any other method.
2. By submitting a proposal, the proposer implies that he has thoroughly investigated and is satisfied as to the character quality and quantities of work to be performed and materials to be furnished, and as to all the stipulations and requirements of the Contract and construction documents.
3. The Proposer shall diligently investigate existing conditions to ascertain work required and include all necessary cutting and patching and refinishing in his proposal. He shall provide for and exercise every precaution to protect the existing facilities against dust, dirt, water, trash, interruption of personnel activities, etc., due to operations under this Contract.
4. The District will not be responsible for any omissions, errors, etc., which may result from the Contractor's procurement of incomplete documents. It shall be the Contractor's responsibility to review and ascertain all of the required work, materials, etc., to be provided by him in performing all work as required and/or called for by the Contract Documents.

C. INTERPRETATION OF DOCUMENTS:

Should a proposer find discrepancies in, and/or omissions from the drawings and specifications, and/or should he be in doubt as to their meaning, he shall at once notify the District and should it be found necessary, a written addendum or clarification will be sent to all Proposers. The District will not be responsible for oral instructions.

1. Questions during proposal period shall be submitted in writing to Jeff Seed via email
2. No questions will be answered after June 10, 2022 at 3:00 PM PST.
3. E-mail questions will be accepted within the above time limits to jeffseed@whccd.edu.

D. PROPOSALS:

Proposals to receive consideration shall be made in accordance with the following instructions:

1. Proposals shall be made upon the proposal forms, properly executed and with all items filled out; numbers shall be stated both in writing and in figures. The complete proposal form shall be without alterations to content, form, and scope project; and the signatures of all persons signing shall be in longhand.

2. Alternate proposals will not be considered unless called for. No oral, telegraphic or telephonic proposals or modifications will be considered.
 3. Before submitting proposals for this work, including RFP's, each proposer will be held to have examined the project premises and satisfied himself as to the existing conditions under which he will be obliged to operate, and that no changes will be made subsequently in this connection or in behalf of the Contractor for any error or negligence on his part, and he shall include in the proposal a sum to cover the cost of all items included in the contract and/or subsequent RFP's. No additional cost will be considered for price increases of any materials, labors, methods and/or procedures. The Contractor shall make allowances for any and all price changes occurring during this project from proposal through final completion and project acceptance by District.
 4. Proposals will be delivered to the District at locations and time noted on "Bid Proposal" on or before the day and hour set for the opening of proposals. It is the sole responsibility of the proposer to see that his proposal is received in proper time and location. Any proposal received after the scheduled closing time for receipt of proposals will be returned to the proposer. Email proposals to purchasing@whccd.edu.
 5. Each proposer shall include with Proposal a Non-Collusion Affidavit, Prevailing Wage Compliance Certificate, required bond documents, and Certification of Workmen's Compensation to be executed by proposer and submitted with proposal. Form is included in "Bid Proposal" section. Form shall be fully executed and included with Proposal.
 6. General Information:
 - a. The District reserves the right to reject any or all proposals and/or waive any irregularities or informalities in any proposals and/or in the proposals process.
 - b. The District has determined the general prevailing rate of per diem wages in the locality in which this work is to be performed for each craft or type of worker needed to execute this Contract. These rates are available on the Internet at the following address: www.dir.ca.gov/DLSR/statistics_research.html. Copies may be downloaded by the Contractor.
 - c. The schedule of per diem wages is based upon a working day of eight hours. The rate for holiday and overtime work shall be at least time and one half.
 - d. It shall be mandatory upon the Contractor to whom the Contract is awarded (Contractor), and upon any subcontractor under him, to pay not less than the specified rates to all workers employed by them in the execution of the Contract. It is Contractor's responsibility to determine any rate change which may have or will occur during the intervening period between each issuance of written rates by the Director of Industrial Relations.
 - e. If awarded, proposal will be awarded to the lowest qualified proposal.
- E. WITHDRAWAL OF PROPOSAL:
Proposals may be withdrawn by the Proposer prior to, but not later than, the time fixed for opening of proposals.
- F. CORPORATION AS PROPOSER:
In case a proposal is submitted by a corporation, it shall be signed in the name of such corporation by a duly authorized officer or agent thereof.
- G. SALES TAXES:
Sales taxes and any or all taxes and any other City, County, State, or Federal, except property taxes shall be included in the proposal. All proposals shall include all license fees, permit fees, and other fees to complete this project. See herein for permits, inspections, and assessments required for this project.
- H. ADHERENCE:
No proposal will be considered that does not strictly adhere to all requirements of these instructions to Proposers.

I. PROPOSALS TO BE ACCEPTED BY DISTRICT:

The successful contractor shall be determined by the lowest total aggregate proposal of any or all proposals accepted by the District. The District reserves the right to select the proposals and/or aggregate of proposals it deems advantageous to the District.

J. AWARD OR REJECTION OF PROPOSALS:

The contract shall be awarded to the responsible proposer complying with these instructions. The District reserves the right to reject any and all proposals and to waive any informality or irregularity in proposals received. The award, if made, will be made within sixty (60) calendar days after the opening of the proposals.

K. EXAMINATION OF SITE:

The Proposer shall carefully examine the site of the contemplated work prior to submitting a proposal and shall have satisfied himself as to the existing conditions and the conditions under which he will be obligated to operate, and/or that will in any manner affect the work under the contract. No allowance will be made subsequently in this connection for items that could be reasonably be inferred to be required to complete project scope from a careful examination of site of the contemplated work.

L. ADDENDA AND BULLETINS:

Any addenda or bulletin items issued during the time of proposals shall be an integral part of the Contract Documents used by the Proposer for the preparation of his proposal, all items of addenda and/or bulletins shall be included in the Proposal and shall be made part of the Contract. All addenda or bulletin items will be posted and accessible on the District's purchasing website at: <https://westhillscollge.com/district/departments/business-services/purchasing/>

M. PERMITS, INSPECTIONS AND ASSESSMENTS, ETC.:

No building permits required for this project.

List of fees/assessments:

1. None.

N. FORMAL PROTEST OF PROPOSAL:

Any proposer submitting a proposal to the District or a third party may file a protest against District awarding contract on this project provided that protestor meet all of the following requirements:

1. Protest shall be submitted in writing and received on or before 72 hours after proposal opening time. Protest received after that shall not be recognized.
2. Protest of any proposals shall be filed and received by the Chief Business Officer, of the District by certified mail or by personal delivery during normal working hours, for administrative appeal.
3. Protest Submittal shall contain the following:
 - a. The written proposal protest sets forth, in detail, all grounds for the proposal protest, including without limitation all facts, supporting documentation, legal authorities and argument in support of the grounds for the proposal protest; any matters not set forth in written proposal protest shall be deemed waived. All factual contentions must be supported by competent, admissible and creditable evidence.
 - b. Name, address, phone number of person(s), company and/or organization that is making protest and name of project protest is for.
4. Any proposal protests not conforming to the foregoing shall be rejected by the District as invalid. Provided that a proposal protest is filed in conformity with the foregoing, the District's Chief Business Officer or such individual(s) as may be designated by the Chief Business Officer, in his discretion, shall review and evaluate the basis of the proposal protest, and shall provide a written decision to the proposer submitting the proposal protest concurring with or denying the proposal protest. The written decision of the Chief Business Officer shall

be considered an administration appeal.

5. The protest decision by the Chief Business Officer may be appealed to the Board of Trustees as a judicial appeal. This request must be filed with the Chief Business Officer within 72 hours of receipt of the written decision of the Chief Business Officer. Said appeal shall be accompanied with reason for appeal. The judicial appeal will be calendared within 31 days or less of receipt. The final decision of the Board of Trustees is not subject to arbitration, mediation or reconsideration/appeal.

O. **STARTING WORK:**

All documents shall be submitted and approved prior to starting work. Failure to provide complete information prior to days indicated shall be considered non-responsive, bid bond will be forfeited, and Contractor shall be declared in default.

1. All insurance certificates - 10 days- Following award
2. Proof of Contractor's/Subcontractor's license - 10 days -Following award

PART 2 - PERFORMANCE OF WORK UNDER CONTRACT

A. **SUPERVISION:**

The General Contractor and all subcontractors engaged by general contractor will be required to designate one responsible on-site person with authority to receive directions and issue instructions for the orderly prosecution of the work.

B. **BUILDING CODE REQUIREMENTS:**

1. All work performed under this Contract shall conform to the applicable portions and editions of the following current codes:
 - a. California Building Code--CCR, T24 Parts 1-9.
 - b. Public Health Code of the California State Department of Public Health and Local Health Department.
 - c. California Occupational Safety and Health Act (CAL/OSHA).
 - d. Rules and regulations of the State and Local Fire Marshals.
 - e. Safety Orders of the Industrial Accident Commission, State of California.
 - f. National Electric Code.
 - g. Uniform Plumbing Code.
 - h. All laws governing the employment of labor, posting of minimum wage rates, and accident prevention.
 - i. Americans with Disabilities Act, Federal law.
2. Requirements of enforcing authorities may supersede requirements of the above laws and regulations, and nothing in the Contract Documents shall be construed to permit work not conforming to applicable codes.
3. All of the above laws and regulations are as much a part of this contract as if they were incorporated in their entirety herein.

C. **BID AND PAYMENT BOND:**

General Contractor shall take out and maintain Bid and Labor/Payment bonds as indicated herein. The Bond requirement will vary based on the project proposal. The following criteria will determine Bond Requirements.

1. Bid Bond/Security. Proposals shall be accompanied with a Bid security 10% of project amount for all contacts \$15,000 or more.
 - a. Each bid/proposal shall be accompanied by a bid security pursuant to Public Contracts Code 20674, in cash, a certified or cashier's check, or bid bond in an amount not less than 10 percent of the total bid price payable to the District. The bid security shall be given as a guarantee that if awarded the contract the bidder will execute and return the Construction Agreement within 10 working days after award of the contract and will furnish on the prescribed forms a satisfactory Payment
 - b. (Labor and material) Bond and separate Performance Bond, in accordance with the Contract Documents and Civil Code Section 3248, and certificates evidencing

that the required insurance is in effect in the amounts set forth in the Contract Documents. In case of refusal or failure to timely execute the Construction Agreement and furnish the required bonds and insurance certificates, the bid security shall be forfeited to the District. If the bidder elects to furnish a bid bond as its bid security, the bidder shall use the bid bond form included in the Contract Documents, unless the District elects to waive the use of the form provided, in its sole discretion.

2. Payment and Performance Bond. 100% of contract amount for all contracts \$25,000 or more.
 - a. The Payment and Performance Bonds which the successful bidder as Contractor will be required to execute are included in the Contract Documents and should be carefully examined by the bidder. The Payment Bond shall be in an amount not less than 100 percent of the amount of the contract in accordance with Civil Code Section 3248. The successful bidder as Contractor will also be required to furnish a separate Performance Bond in the amount of 100 percent of the contract amount. Sufficient bonds shall be fully executed and returned to District with the executed Construction Agreement.

D. INSURANCE REQUIREMENTS:

1. Evidence of Insurance: Before the work is started, the Contractor shall forward to the District Certificates of Insurance and all the Contractual Liability coverage called for in the Contract Documents is in force, and specifically covers this particular Contract with the District, including the hold harmless requirements. In addition, the Certificates shall contain the following:
 - 1) "No cancellation of this policy or endorsement of same shall be effective until; until the thirtieth (30th) day following the receipt of notice of such cancellation of the policy or endorsements by the District."
 - 2) Certificates of Insurance shall contain transcripts from the policies authenticated by the proper office of the Insurer, evidencing in particular those insured, the extent of the insurance, the location of and the operations to which the insurance applies, the expiration date and the thirty (30) day NOTICE OF CANCELLATION CLAUSE.
 - 3) Acceptance of the Certificates of Insurance shall not relieve or decrease the liability of the Contractor.
 - 4) In the absence of contrary written instructions from the District, the Contractor at the Contractor's expense, shall obtain and maintain insurance at all times during the prosecution of the Contract, in companies and through agencies approved by the District, and with limits not less than those stated hereinafter.
 - 5) The Contractor shall not commence work under this Contract until he has obtained and paid for all insurance required herein and such insurance has been approved by the District, nor shall the Contractor allow any Subcontractor to commence work on his Subcontract until such insurance required of the Subcontractor has been so obtained and approved.
2. Provide the following items with evidence of insurance for all insurance policies for this project: The insurance required must be written by a Best Key Rating Guide "A" or better rated carrier admitted to write insurance in the state where the work is located at the time the policy is issued.
3. Indemnification
 - a. To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the District and the Consultants and their employees from and against all claims, damages, losses and expenses, including attorneys' fees arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss of expense is attributable to bodily injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting there from but only to

the extent caused in whole or in part by any negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

- b. In any and all claims against the District or the Consultants, or any of their employees by any employee of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or by any Subcontractor under workers compensation acts, disability benefit acts or other employee benefit acts.
- c. The obligations of the Contractor under this Paragraph shall not extend to the liability of the consultants or any of their agents or employees arising out of 1) The preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs or specifications, or, 2) the giving of or the failure to give directions or instructions by the consultants or any of their agents or employees, provided such giving or failure to give is the primary cause of the injury or damage.
- d. The Contractor to name the District, the consultants, its agents and employees as additional insured on the Contractor's policy or policies of comprehensive general liability insurance. Such insurance shall include products and completed operations and contractual liability coverages, shall be primary and non-contributing with any insurance maintained by consultants, or its agents and employees, and shall provide that the Consultant be given thirty days, unqualified written notice prior to any cancellation thereof.

4. Worker's Compensation Insurance

Contractor shall provide, during the term of this Contract, Worker's Compensation Insurance for all of his employees engaged in Work under this Contract, on or at the site of the project, and in case any of his work is sublet, Contractor shall require the Subcontractor to provide Worker's Compensation Insurance for all of his employees. Any class of employee or employees not covered by a Subcontractor's insurance shall be covered by the Contractor's insurance. In case any class of employees engaged in work under this Contract, on or at the site of the project, is not protected under the Worker's Compensation laws, Contractor shall provide or cause a Subcontractor to provide, adequate insurance coverage for the protection of those employees not otherwise protected. Contractor shall file, with the District, certificates of insurance.

- a) The Worker's Compensation Insurance shall be written by a company California admitted in the State of California and shall be written for not less than the following, as established by the District, or greater if required by law.
- b) Provide employer's liability endorsements:
 - 1) State workers' compensation statutory benefits - policy limits of not less than \$1,000,000.00.
 - 2) Employer's Liability - policy limits of not less than \$1,000,000.00.

5. Comprehensive General Liability Insurance

Commercial General Liability Insurance in Contractor's name, with personal injury limits indicated herein for combined Single Limit per occurrence coverage and annual aggregate. The policy is to be on a Comprehensive General Liability form and must include Contractual Liability endorsed to specifically cover an Indemnity Agreement contained in the Contract. The Comprehensive General Liability coverage may be provided on an "occurrence" form or a "claims made" basis. If the coverage is on a "claims made" basis, the policy shall provide for a non-cancelable 5 year extended reporting period.

- a) The Contractor shall carry such public liability and property damage insurance that will protect the Contractor, District, Architect and Engineers from claims for damages for bodily injury, including accidental death, as well as for claims for property damages, which may arise from operations under the contract whether such operations be by the Contractor or by any Subcontractor or anyone directly or

- indirectly employed by either party. The limits of coverage shall be as stated herein.
- b) In the event that any suits, actions, or claims are brought against the District, Architect, and/or Architect's Consultants, money equal to the "claim amount may be withheld from payments due the Contractor under and by virtue of this contract as may be considered necessary by the District for such purpose. Money due the Contractor will not be withheld when the Contractor produces satisfactory evidence that adequate public liability and property damage insurance has been obtained.
 - c) The policy shall include coverage for the following:
 - 1) Premises - operations
 - 2) Contractual liability
 - 3) Products
 - 4) Completed operations
 - 5) Broad form PD and including X, C and U coverage
 - 6) Personal injury
 - 7) Owners, contractor's protective
6. Automobile Liability Insurance: Automobile Liability Insurance with an Employer's Non-Ownership Liability Endorsement in the Contractor's name. Limits of liability shall not be less than amount indicated herein for Combined Single Limit per occurrence. Provide CSL, BI and PD coverage for owned, non-owned and hired autos.
- a) Provide owned, non-owned and hired automobile insurance endorsement.
7. Insurance Schedule
- a) Worker's Compensation Insurance per State of California policy limits of not less than \$1,000,000.00.
 - 1) Employer's Liability Endorsement \$1,000,000 min.
 - b) Comprehensive General Liability:
 - 1) Combined single limits for bodily injury and property damage:
 - \$1,000,000 - Each Occurrence
 - \$2,000,000 - Annual Aggregate
 - 2) Personal Injury, with Employment Exclusion deleted.
 - 3) Include coverage of the following:
 - i) Premises - operations
 - ii) Contractual liability
 - iii) Products
 - iv) Completed operations
 - v) Broad form PD and including X, C and U coverage
 - vi) Personal injury
 - vii) Owners, contractors protective
- E. ASBESTOS-CONTAINING PRODUCTS:
1. Contractor agrees that asbestos-containing products or materials will not be used or substituted in performing work under the Agreement.
 2. At the completion of work under this Agreement, Contractor will certify in writing to the District that, to the best of Contractor's knowledge, no asbestos-containing products or materials were used or substituted in performing work under the Agreement.
- F. PCB-CONTAINING PRODUCTS & LEAD PLUMBING ITEMS:
1. Contractor agrees that lead plumbing domestic water items, asbestos, PCB, -containing products or materials will not be used or substituted in performing work under the Agreement.
 2. At the completion of work under this Agreement, Contractor will certify in writing to the District that, to the best of Contractor's knowledge, no lead plumbing domestic water items, asbestos/PCB-containing products or materials were used or substituted in performing work under the Agreement.
- G. PREVAILING WAGE RATES AND APPRENTICESHIP REQUIREMENTS – All proposals that

exceed \$1,000 shall be prevailing wage.

1. Wages and Employer Payments:
 - a) The general prevailing wage rates and employer payments for Health and Welfare, Pension, Vacation and similar purposes in the county in which the work is to be done shall be in accordance with the Labor Code of the State of California, Section 1770, et seq.
 - b) Copies of all collective bargaining agreements relating to the work as set forth in the aforementioned Labor Code are on file and are available for inspection in the Office of the Division of Labor Statistics and Research of the Department of Industrial Relations.
 - c) Employer payments as defined in Section 1773.1 of the Labor Code are to be paid in accordance with the terms of the collective bargaining agreement applicable to the type of classification of the workmen employed on the project and shall be the prevailing wage rate of the county in which the work is to be performed. Overtime shall be paid for the hours worked in excess of the working day and for time worked on Saturdays, Sundays and the seven (7) holidays which are to-wit:
New Year's Day, Memorial Day, July Fourth,
Labor Day, Veteran's Day, Thanksgiving Day
and Christmas.

The Contractor and any subcontractor under him shall comply with the requirements of Sections 1773.3, 1777.5, 1776 and 1777.6 in the employment of apprentices.
 - 1) The predetermined (double asterisk) changes are no longer a part of the general prevailing rates of per diem wages. The rates at the time of the proposal advertisement date of a project will remain in effect for the life of project.
 - 2) The definition of prevailing rate states that when there is no single rate paid to a majority of workers, then the prevailing rate is a weighted average.
 - d) Not less than the general prevailing wage rate for each classification of work State or Federal which is higher shall be paid by the general contractor and all subcontractors under him shall be paid to all laborers, worker and mechanics employed in the execution of such contract or subcontract there under, including rates for overtime and general holidays in the locality in which the work is to be performed.
 - e) The Contractor and all subcontractors under him shall make travel and subsistence payments to each workman needed to execute all the work as such travel and subsistence payments are defined in the applicable collective bargaining agreements filed in accordance with Section 1773.8 of the Labor Code.
2. Eight Hour Day: Contractor shall not permit any person employed by him to work overtime other than pursuant to express provisions of Section 1810 of the California Labor Code.
3. Records of Hours Worked and Citizenship: The Contractor shall maintain records of the hours worked by his employees and their citizenship and they shall be open at all times for inspection by the County, Client and/or the Division of Labor Statistics and Law Enforcement, in accordance with Sections 1814 and 1552 of the California Labor Code.
 - a) The General Contractor shall maintain all certified payroll documents at their office. Copies shall be provided to anyone who provides a request and District approves that request. Contractor shall provide copies within ten (10) days of approved request. Contractor shall provide copies, shipping cost, and all other related cost to provide this information at no cost to District. Contractor shall maintain certified payroll documents for seven (7) years after Notice of Completion.
4. Penalties: The Contractor shall forfeit as a penalty to said District, Fifty Dollars (\$50.00) for each laborer, workman or mechanic paid less than the above stipulated rates for any work under this Contract by him or any Subcontractor under him.
5. Enforcement and Verification off Requirements:
 - a) The records by the Contractor may be checked periodically by an independent

- enforcement agency to verify compliance with the labor codes and related items.
- b) Jobsite interviews may be conducted periodically throughout the duration of the project. The Contractor shall allow access to the project and access to workers during working hours to confirm prevailing wage rates and apprenticeship requirements are followed.
 - c) Prior to executing the agreement, the Contractor shall provide verification of enrollment in an apprenticeship program per Sections 1773.3, 1777.5, 1776 and 1777.6 within the last 12 months.

H. Contractor License and DIR Registration Required.

To perform the work required for this project, Bidder must possess the type of contractor's license specified in the Notice to Proposers (Request for Proposal), and must be registered with the Department of Industrial Relations (DIR) as a public works contractor. Contractor registration can be accomplished through the portal <https://efiling.dir.ca.gov/PWCR/>. No CONTRACTOR or subcontractor shall be qualified to bid on, be listed in a bid proposal, subject to the requirements of § 4104 of the Public Contract Code, for a public works project (submitted on or after March 1, 2015) unless currently registered with the DIR and qualified to perform public work pursuant to Labor Code § 1725.5. No CONTRACTOR or subcontractor may be awarded a contract for public work on a public works project (awarded after April 1, 2015) unless registered with the DIR.

I. AWARD

District shall issue a purchase order, which shall be the notice to proceed. This will be issued only after receipt of required documents.

J. PRELIMINARY NOTICE:

Preliminary Notices must be filed with the District with a copy mailed to both the Consultants and the Contractor.

3.0 PROPOSAL

Proposals will be received up to **June 15, 2022 BY 2:00 PM PST.**

Submitted to:
**West Hills Community
College District**

Submitted by:

Name of Firm

Having carefully examined the Proposal and Contract Documents and General Requirements, as well as the premises and the conditions affecting the work, including Addenda (a) No (s) _____, inclusive, the Undersigned proposes to furnish all material and labor called for by all documents for the "entire work", in accordance with said documents for the sum of:

BASE AMOUNT – Bid shall be determined on BASE BID only

Security Cameras Equipment	\$	_____
+		
Security Camera and Server Installation	\$	_____
=		
Total Bid Amount	\$	_____

The undersigned understands that the time required to complete the work is the essence of the Contract and agrees to commence the work within fourteen (14) calendar days of the acquisition of equipment. The undersigned further agrees that this proposal may not be withdrawn for a period of sixty (60) days after the date set for the opening thereof unless otherwise required by law.

The undersigned agrees, if awarded the Contract, to complete all work between, **July 1, 2022 – September 1, 2022** or as otherwise mutually scheduled by College and Contractor.

The undersigned has checked carefully all the above figures and understands that the District will not be responsible for any errors or omissions on the part of the undersigned in making up this proposal.

The undersigned hereby certifies that this proposal is genuine and not sham or collusive or made in the interest or in behalf of any person not herein named, and that the undersigned has not directly or indirectly induced or solicited any other proposer to refrain from submitting a proposal, and that the undersigned has not in any manner sought by collusion to secure for himself any advantage over any other proposer.

PREVAILING WAGE COMPLIANCE CERTIFICATION:

In submitting this proposal, I hereby certify that I will conform to the State of California Public Works Contract Requirements regarding wages; benefits; on-site audits with 48-hour notice; payroll records; and, apprentice and trainee employment requirements.

Contractor (type or print)

Contractor's signature

Date

CONTRACTOR'S CERTIFICATE REGARDING WORKER'S COMPENSATION:

Labor Code Section 3700 provides:

"Every employer except the State and all political subdivision or institutions thereof, shall secure the payment of compensation in one or more of the following ways:

"(a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.

"(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees."

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for Workers Compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with those provisions before commencing the performance of the work of this contract.

CONTRACTOR:

By (type or print)

Title

Dated

(In accordance with Article 5 [commencing at Section 1860], Chapter 1, Part 7, Division 2 of the Labor Code, this certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

NON-COLLUSION AFFIDAVIT:

State of California)
) ss.
County of _____)

_____, being duly sworn, deposes and says:

That he or she is the _____(position)
of _____(name of
proposer), the party making the proposal; that the proposal is not made in the interest of, or on behalf of any
undisclosed person, partnership, company, association, organization or corporation; that the proposal is
genuine and not collusive or sham; that the proposer has not directly or indirectly induced or solicited any
other proposer to put in a false or sham proposal, and has not directly or indirectly colluded, conspired,
connived, or agreed with any proposer or anyone else to put in a sham proposal, or that anyone shall refrain
from submitting a proposal; that the proposer has not in any manner, directly or indirectly, sought by
agreement, communication, or conference with anyone to fix the proposal price of the proposer or any other
proposer, or to fix any overhead, profit, or cost element of the proposal price, or of that of any other proposer,
or to secure any advantage against the public body awarding the contract of anyone interested in the
proposed contract; that all statements contained in the proposal are true; and, further, that the proposer has
not, directly or indirectly, submitted his or her proposal price or any price breakdown, or their contents, or
divulged relative information or data, or paid, and will not pay, any fee to any corporation, partnership,
company, association, organization, proposal depository, or to any member or agent thereof to effectuate a
collusive or sham proposal.

(Firm Name)

(Printed Name - Authorized Agent)

(Signature - Authorized Agent)

Subscribed and sworn to before me on _____, 20 _____.

Notary Public

NOTARY SEAL

SUBCONTRACTOR LIST:

Pursuant to the Provisions of the Public Contracts Code Sections 4100 to 4107 inclusive, every proposer shall set forth the name and location of the place of business of each subcontractor who will perform work or labor in or about the construction of the work or improvement in an amount in excess of one-half of one percent (1/2 of 1%) of the Proposers total proposal. If a Contractor is not listed and the work is more than one-half of one percent (1/2 of 1%) of the Proposers total proposal, he agrees to perform that portion himself. The following is the list of subcontractors:

<u>PORTION OF WORK</u>	<u>SUBCONTRACTOR</u>	<u>LOCATION OF BUSINESS</u>

I declare, under penalty of perjury, that information provided, and representations made in this proposal are true and correct and that this declaration was executed on _____, at _____, _____, California.
(date) (city) (county)

Respectfully submitted,

Name of Firm

Corporate Seal
If Applicable

Individual, Partnership, Corp.

Phone(_____)_____

By _____

Fax(_____)_____

Address _____

License Type & Number/Exp. date

No proposal is valid unless signed by the person making the proposal.

** State whether your firm is a corporation, a co-partnership, private individual, or individuals, doing business under a firm name. If the proposer is a partnership, the proposal should be signed with the partnership name and by one of the authorized partners. If the proposer is a corporation, it should be signed by a person authorized to execute proposals on behalf of the corporation.

* * *

4.0 BID BOND

Be advised that we, _____
as Principal ("Principal") and _____

_____ a corporation duly licensed to transact business under the laws of the State of California as Surety ("Surety") are firmly bound to **WEST HILLS COMMUNITY COLLEGE DISTRICT** as Obligee ("Obligee") in the sum

of \$ _____ for the payment of which the Principal and the Surety bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, by this Bond.

The principal has submitted a proposal for _____
(list project on Proposal)

The condition of our obligation is this: if the Principal is awarded the contract upon its proposal, and shall, within the required number of days after the notice of award, execute a contract with the Obligee in accordance with the contract documents, submit the required payment and performance bonds, and provide all other required documents, then this obligation shall be null and void; but in the event that the Principal fails and/or refuses to execute and deliver those documents, this bond will be charged with the costs of the damages experienced by the Obligee as a result of that refusal, including but not limited to, publication costs, the difference in money between the amount of the bid of the Principal and the amount for which the Obligee may legally contract with another party to perform the work if the amount is in excess of the former; building lease or rental costs, transportation costs, professional service costs, and additional salary costs that result from the delay due to the Principal's default on the awarded contract. In no event, however, shall the Surety's liability exceed the penal sum indicated above.

The Surety, for value received, stipulates and agrees that its obligations and its bond shall not be impaired or affected by an extension of the time within which the Obligee may accept such bid; and Surety waives notice of any time extension.

Dated: _____ PRINCIPAL
By: _____
Title: _____

Dated: _____ SURETY
By: _____
Title: _____

5.0 GENERAL CONDITIONS OF AGREEMENT

- 1) The district will issue a Purchase Order for all work included in this Request for Proposal based on the Contractor's proposal to do certain work for the said District, specified and described in certain drawings and specifications, and entitled on the Bid Proposal, in strict accordance with drawings and specifications prepared and attached to RFP.
- 2) Whereas, the Contractor, before signing the enclosed proposal, has carefully read and examined in connection herewith said proposal and specifications and has carefully examined the site where said work is to be done, and has investigated the character of such work and the materials required to be furnished, and by reason of such reading, examination and investigation, the said Contractor agrees that he thoroughly understands the intent and meaning of this proposal and all component parts of said proposal and the requirements, covenants, stipulations and restrictions thereof.
- 3) In consideration of the promises and of the payments hereinafter to be made by the District to and on account of said Contractor, and the understanding of said Contractor to do said work the College and Contractor agree that:
 - a) This Contractor shall receive and accept the sum on proposal herein submitted, as full compensation for furnishing all materials and doing all the work contemplated and embraced in this Contract, and for furnishing all necessary tools, machinery, implements, apparatus and other means of construction; also all loss or damage arising out of the nature of the work to be done under said specifications, or from the action of the elements, or from any unforeseen difficulties or obstructions which may arise or be encountered during the progress of said work, and before the acceptance thereof by said District, and shall be responsible for the consequences of his own negligence or carelessness or discontinuance of the work, and for well and faithfully completing the work in the manner and according to the drawings and specifications and all requirements of the College and any and all parties having jurisdiction there over, for the whole thereof, the following sum which represents the Contract Price.
 - b) Payments: The District agrees, in consideration of the performance of this Contract, to pay the Contractor in the following manner:
 - i) Monthly payments shall be made to the Contractor in amounts equal to ninety-five percent (95%) of the estimated value of the work done and the materials furnished and incorporated in the work during the month preceding the date upon which such value is estimated plus ninety-five percent (95%) of the estimated value of all materials which, on the date of estimation of value, are suitably stored on the site for incorporation into the work; provided that no such monthly payment, or payment of any kind, shall theretofore have been made for any such work done or materials furnished and incorporated or materials suitably stored on the site. The aforesaid estimation of value shall be made by the Districts Representative and noted by him upon the certificates furnished by him pursuant to paragraphs herein.
 - ii) Upon substantial completion of the work, a sum sufficient to increase the total payments to ninety-five percent (95%) of the Contract Price, less an amount determined by District to be adequate to complete any unfurnished part of the work by another Contractor should the work not be completed within a reasonable time established by the District.
 - iii) The final payment shall be made thirty-five (35) days after receipt of the recorded Notice of Completion date, provided that: The Contractor shall furnish satisfactory evidence that all claims for labor and materials have been paid and that no claims shall have been presented to the District by any person or persons based upon any act or omission of the Contractor, and no Stop Notices have been filed against said work or the property whereon it was done.
 - (1) No certificates given or payments made on account of any Contract shall constitute an acceptance of any equipment, material or work which may subsequently be found to be defective.
 - c) Time of Completion. The Contractor agrees to commence the work within five (5) calendar days from the date of the notice to proceed and/or purchase order. Failure to obtain approval of the required documents, within the allotted time, shall not be cause for extension of the time of construction as set forth hereafter.
 - i) The Contractor further agrees to construct and execute all of the work described in said

- drawings, specifications, proposals, addenda and any and all other requirements, covenants, stipulations and restrictions, within 90 calendar days from and after the date of commencement, said date of commencement being agreed upon as the fifth (5th) calendar day following the date of the notice to proceed and/or purchase order. District shall issue actual start date to Contractor.
- ii) Both parties agree that the aforementioned stipulated contract period to be a reasonable time scale for completion of the work and Contractor will provide best endeavors to complete the work within the contract period.
 - iii) If the Contractor shall neglect, fail or refuse to complete the work within the time herein specified, then the contractor does hereby agree, as a part consideration for awarding of this Contract to pay to the District the sum of:
 - Fifty Dollars - No Cents** DOLLARS (**\$50.00**) per day plus such additional costs as may be incurred by the College because of such delays, not as a penalty but as liquidated damages for such breach of Contract as hereinafter set forth for each and every day that the Contractor shall be in default after the time stipulated in the Contract for completing the work.
 - iv) The said amount is fixed and agreed upon by and between the Contractor and the District because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the District would in such event sustain, and said amount is agreed to be the amount of damages which the District would sustain and said amounts shall be retained from time to time by the District from the current periodical estimates.
 - v) It is further agreed that time is the essence of each and every portion of this Contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the Contract an additional time is allowed for the completion of any work, the new time limit fixed by such extension shall be of the essence of this Contract. Provided, that the Contractor shall not be charged with liquidated damages or any excess cost when the delay in completion of the work is due.
 - (1) To any preference, priority or allocation order duly issued by the Government.
 - (2) To unforeseeable cause beyond the control and without the fault or negligence of the Contractor, including but not restricted to acts of God, or of the public enemy, acts of the District, acts of another Contractor in the performance of the Contract with the District, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, unusually severe weather, and
 - (3) To any delays of subcontractors occasioned by any of the causes specified in subsections (1) and (2) of herein. Provided, further, that the Contractor shall, within seven (7) days from the beginning of such delay, notify the District, in writing, of the causes of delay, who shall ascertain the facts and extent of the delay and notify the Contractor within a reasonable time of its decision in the matter.
 - d) Drawings and Specifications. This Contract, the drawings and the specifications have been prepared, and are intended to supplement one another. The drawings and specifications shall be deemed by this reference to be incorporated within this Contract, the drawings shall be deemed by this reference to be incorporated within the specifications, and the specifications shall be deemed by this reference to be incorporated with the drawings. In the event a conflict is found to exist between the drawings and specifications, the College shall interpret. In the event that the drawings and specifications, or either of them shall be found to conflict with this Contract, then this Contract shall be govern. Omissions from this Contract of items of provisions present in the specifications or drawings or either of them shall not be deemed a conflict within the meaning of this Article.
 - e) Changes. Should the District, at any time during the progress of the work desire any alterations, or deviations in, or additions to, or omissions from the Contract or the drawings or specifications, said District, or representative thereof, shall be at liberty to order them, in writing, and the same shall in no way affect or make void this Contract, but the amount thereof shall be added to, or deducted from, the amount of the Contract Price aforesaid, as the case may be, by a fair and reasonable valuation. This Contract, subject to the provisions of Article II (a) hereof, shall be deemed completed when the work is finished in accordance with the original drawings and specifications, as amended by such changes, whatever may be the nature or extent thereof.
 - i) No such changes, whatever may be the nature, or modification shall release or exonerate any surety or sureties upon any guarantee or bond given in connection with this Contract, if required.

- ii) Rules of Practice: The rule of practice to be observed in this Contract shall be that upon the demand of either the District or the Contractor, the character or valuation of any and all changes, omissions, or extra work shall be agreed upon and fixed in writing, signed by the District and the Contractor, prior to execution.
- f) Acceptance of Work. The payment of the progress payments by the District shall not be construed as an absolute acceptance of the work done up to the time of such payments, except as to such matters as are open and obvious, but the entire work, and at the time when it shall be claimed by the Contractor that the Contract and work is completed. Liability under the bonds is to continue for one (1) year from the date of acceptance and bonds will not be released until such date.
- g) Failure to provide workmen and materials. If the Contractor at any time during the progress of the work should refuse or neglect, without the fault of the District, to supply sufficient amount of materials or enough workmen to complete the Contract within the time herein set forth, due allowance being made for the contingencies provided for herein, for a period of more than seven (7) days after having been notified by the District in writing to furnish the same, the District shall have the power to furnish and provide said materials and/or workmen to finish the said work, and the reasonable expense thereof shall be deducted from the amount of the Contract Price.
- h) Penalties. This Contractor shall forfeit, as a penalty to the said District, the sum of fifty dollars (\$50.00) for each laborer, workman, or mechanic employed in the execution of this Contract, or any sub-contractor under him, for each calendar day during which such laborer, workman or mechanic is required or permitted to labor more than eight (8) hours in violation of Section 1810-1811, Chapter One, of Division Two, Part Seven of the Labor Code of the State of California, and said District, when making payments of money due under this Contract, shall withhold and retain there from all sums and amounts which have been forfeited pursuant to the herein said stipulation.
- i) Insurance and Bonds: Insurances and bonds, as set forth in the supporting contract documents, shall be maintained in effect during the period of this Contract.
- j) Relations to Bid Proposals: If proposal is accepted by District, be it further stipulated and agreed that said District does promise and agree to employ the said Contractor to provide the materials and do the work according to the terms and conditions herein contained and referred to, for the prices aforesaid, and herein contracts to pay the same at the time, in the manner and upon the conditions set forth above; and the said parties for themselves, their heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of the covenants herein contained. It is further agreed by and between the parties hereto that should there be any conflict between the terms of this instrument and the bid proposal of said Contract, then this instrument shall control and nothing herein shall be considered as an acceptance of the said terms of said proposal conflicting herewith.
- k) Asbestos/PCB-containing products and lead plumbing items: Contractor agrees that lead plumbing domestic water items, asbestos, PCB, -containing products or materials will not be used or substituted in performing work under the Agreement. At the completion of work under the Agreement, Contractor will certify in writing to the District that to the best of Contractor's knowledge, no lead plumbing domestic water items, asbestos/PCB-containing products or materials were used or substituted in performing work under the Agreement.
- l) Compliance with air pollution and storm water prevention control rules: Contractor shall comply with all air pollution control rules, regulations, ordinances, and statutes which apply to any work performed pursuant to the Contract, including any air pollution control rules, regulations, ordinances, and statutes specified in Section 11017 of the Government Code, as well as local requirements, County, City, local Air Pollution Control Districts and Storm Water Prevention Districts. Contractor shall require all subcontractors to abide by these items.
- m) Contractor-Employee requirements: By submitting proposal, the Contractor certifies he is aware of the provisions of section 3700 of the Labor Code which require every employer to be insured against liability for workmen's compensation or to undertake self-insurance in accordance with the provisions of that code, and that he will comply with such provisions before commencing the performance of the work of this Contract.
 - i) In accordance with the provisions of Section 3700 of the Labor Code, every contractor will be required to secure payment of compensation to his employees.

- ii) The Contractor and Subcontractors under him shall comply with the provisions of Division 2, Part 7, Chapter 1, Article 2, Sections 1770-1780 with particular reference to the employment and use of apprentices and other provisions that require him to make travel and subsistence payments to each workman needed to execute the work, as such collective bargaining agreements filed in accordance with the Labor Code, and to pay not less than the minimum per diem wages as determined by the Director of the Department of Industrial Relations, on file in the principal office of the District.
- iii) Special attention is directed to Sections 1777.5, 1777.6 and 1777.7 of the California Labor Code and Title 8, California Code of Regulations Section 200 et. seq. Each contractor and/or subcontractor must, prior to commencement of the public works contract, contact the Division of Apprenticeship Standards, 455 Golden Gate Avenue, San Francisco, or one of its branch offices regarding apprentices and specifically the required ratio there under. Responsibility for compliance with this section lies with the prime Contractor. During the performance of this Contract, the Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin.
- n) Notices: All notices herein provided to be given or which may be given by either party to the other shall be deemed to have been fully given when made in writing and deposited with the United States Postal Service, Registered or Certified, and postage prepaid and addressed as follows:
 - i) District, person and address on title sheet of RFP.
 - ii) Contractor, person and address on proposal submitted by contractor herein.
 - iii) The address to which the notices shall or may be mailed as aforesaid to either party shall or may be changed by written notice given by such party to the other, as hereinbefore provided, but nothing herein contained shall preclude the giving of any such notice by personal service.

6.0 PROJECT SCOPE

A. **PROJECT DESCRIPTION**

SUMMARY

West Hills Community College District (WHCCD) is seeking security cameras compatible with Salient Recording Server version 6.1.0 and proper installation as described in this Project Scope. The Contractor will include all labor, materials, equipment and necessary rigging to complete the work. To this end, WHCCD requires quotations for a licensed contractor to complete the proposed project.

INTENT

The Contractor shall perform all services in accordance with professional standards of skill, care and diligence adhered to by reputable, first-class international firms and shall conform to generally accepted professional practices and to all applicable codes.

SCOPE OF WORK

All equipment must be compatible with Salient Recording Server version 6.1.0.

Salient Recording Server Requirements & Installation:

- Salient Recording Server with all hardware and required software to be provided by the contractor
- Physical Installation into the network rack at the site's main distribution frame (MDF).
- Minimum 30 days retention for recordings when all camera record on motion plus storage for 10% expansion.
- Configuration of floorplan maps (indoors) and site plan maps (outdoors) with correct camera placement and orientation. See on Attachment.
- Configuration of views to reflect floor 1, floor 2, and exterior.
- Integration of the recording server into the primary existing Salient management server (running version 6.1.0).
- Inclusion of all licensing for the Salient server to be fully functional.
- All cameras must be set to record on motion events.

Camera Requirements:

- All cameras must be fully installed with supported mounting brackets and hardware and configured to be fully integrated and functional with the Salient server.
- All cameras must be fully supported by Salient version 6.1.0. A compatible camera listing can be found here: <https://support.salientsys.com/knowledgebase/supported-camera/>
- All cameras must support a minimum of 4MP resolution.
- 15 cameras need CAT6A cabling to be run and terminated and labeled back to the MDF for floor 1; 2nd floor intermediate distribution frame (IDF) for floor 2; and either MDF or M&O building IDF for exterior cameras.
- Conduit pathway exists for all exterior locations, which are to be mounted on existing light poles.
 - Floor 1: 3 camera needs networking added
 - Floor 2: 6 cameras need networking added
 - Outdoor: 6 cameras need networking added
 - All other cameras have networking in place.

Cabling Requirements:

- For cameras where network cabling is to be added, contractor is responsible for running the cable, terminating one end in the telecom room for the corresponding floor, and the other end with a keystone jack at the camera location. Contractor is responsible for installing a ceiling box in areas where network drops are added along with a keystone jack and faceplate. This includes providing any necessary materials needed such as patch panels, keystone jacks, and patch cables, etc. to complete the cabling and connect the camera for it to be functional.
- While the owner is supplying network switches with PoE capability, some network runs may be longer than 300ft and will require an additional PoE/network extender to be provided and installed by the contractor.
- CAT6A plenum cabling is required.

Equipment Listing

Quantity	Type	Placement
1	Salient Recording Server	MDF Rack Mounted
9	90 Degree Cameras	(6) Indoor Floor 1; (3) Indoor Floor 2
2	Dual 90 Degree Camera (multi-sensor)	(1) Indoor Floor 1; (1) Indoor Floor 2
4	180 Degree Cameras (multi-sensor)	(2) Indoor Floor 1; (2) Indoor Floor 2
2	270 Degree Cameras (multi-sensor)	(1) Indoor Floor 1; (1) Indoor Floor 2
4	360 Degree Camera (multi-sensor)	(1) Indoor Floor 1; (3) Indoor Floor 2
3	180 Exterior Cameras (multi-sensor)	Outdoor to be mounted on light poles
3	360 Exterior Cameras (multi-sensor)	Outdoor to be mounted on light poles

B. WORK SEQUENCE :

1. Coordinate schedule with Director of IT Infrastructure and Security once materials and equipment have been ordered so a lead time is identified.
2. Schedule installation with Director of IT Infrastructure and Security. All work to each building to be performed as scheduled so as not to interrupt any other District business.
3. The Work will be conducted in two phases to accommodate other District projects and to provide the least possible interference to the activities of the District.
 - a. Phase 1: All Indoor cameras and Salient Server will be installed in the first phase.
 - i. Anticipated Start Date: Within fourteen (14) calendar days of the Contractor acquiring all equipment and supplies required for Phase 1 completion;
 - b. Phase 2: All outdoor cameras will be installed in the second phase
 - i. Anticipate Start Date of Phase 2 installation: August 1, 2022.
 - c. Timeline may vary depending on current District projects; Contractor will schedule all equipment deliveries and installation directly with Director of IT of Infrastructure and Security
 - d. Anticipated Project Completion Date: September 1, 2022
4. Installation must be completed during the hours of Monday – Friday 8:00 AM – 5 PM PST. Installation may not be completed during District observed holidays. All installation should be coordinated with the Director of IT Infrastructure and Security.

C. CONTRACTOR USE OF PREMISES:

1. General: Limit use of the premises to construction activities in areas indicated; allow for District occupancy and use by the public.
 - a. Confine operations to areas within Contract limits indicated.
 - b. Keep driveways and entrances serving the premises clear and available to the District and the District's employees at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.
2. Use of the Existing Building: Maintain the existing building in a weather tight condition throughout the construction period. Repair damage caused by construction operations. Take all precautions necessary to protect the building and its occupants during the installation period.

D. OWNER OCCUPANCY:

1. Full District Occupancy: Cooperate with the District during installation operations to minimize conflicts and facilitate District usage. Perform the Work so as not to interfere with the District's operations.

E. GENERAL SCOPE OF WORK:

1. Contractor to inspect project site and inspect existing conditions/utilities.
2. Scheduling of work to be coordinated with Director of IT Infrastructure and Security.
3. Provide all necessary labor, tools and equipment to complete work within time frame stated in contract.
4. Contractor to inform DISTRICT one (1) week before work is completed to schedule testing and inspection.
5. Work areas shall be cleaned / cleared on a daily basis. All installation debris to be removed from site upon completion of work by contractor.

CONTRACTOR PROVISIONS:

The Contractor shall supply everything necessary for the execution and completion of this project including equipment, site preparation and installation. All installation performance shall be in accordance with all building codes and standards

WORKING HOURS:

Working hours are to be Monday thru Friday 8:00AM to 5:00PM PST. No work is to take place outside these hours unless Director of IT Infrastructure and Security has given agreement.

SITE PREPARATION AND CLEANING UP

The Contractor shall at all times keep the work area, including storage areas, free from accumulations of waste materials. Before completing the work, the Contractor shall remove the work and premises any rubbish, tools, scaffolding, equipment, and materials that are not the property of the College. Unsightly materials and debris including excess soil, garbage, and equipment should be removed as required; while materials should be scheduled for delivery only as required for immediate use.

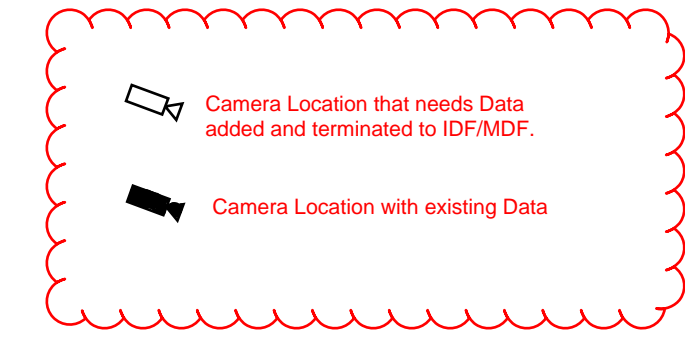
7.0 ATTACHEMENTS

1. T201_Technology Level 1 Overall Reflected Ceiling Plan
2. T202_Technology Level 2 Overall Reflected Ceiling Plan
3. AS101A_Enlarged Partial Site Plan A

-----End of Document-----

GENERAL NOTES:

- A. CONDUIT ARE SHOWN AS DESIGN INTENT. PLANS SHOWS CONDUIT SIZES, QUANTITIES ORIGIN AND TERMINATION LOCATION. ELECTRICAL CONTRACTOR SHALL COORDINATE THE EXACT ROUTE WITH OTHER TRADES AND PROVIDE PULL-BOXES ACCORDINGLY NEC.
- B. THERE SHALL BE NO MORE THAN EQUIVALENT OF TWO 90 DEGREE BENDS (TOTAL 180 DEGREES) IN CONTINUOUS CONDUIT RUN. MAXIMUM CONTINUOUS CONDUIT RUN SHALL NOT EXCEED 100 FEET.
- C. PULL AND JUNCTION BOXES SHALL BE PROVIDED ACCORDINGLY NEC, ARTICLE 314.
- D. EMT CONDUIT SHALL BE INSTALLED AS COMPLETE SYSTEM IN ACCORDANCE WITH ARTICLE 300.18 AND SHALL BE SECURELY FASTENED IN PLACE AND SUPPORTED IN ACCORDANCE NEC ARTICLE 308.30(A AND B).
- E. ALL LOCATIONS PASSING THROUGH A FIRE OR A SMOKE BARRIER SYSTEM MUST BE FIRE STOPPED USING APPROVED (UL CLASSIFIED) FIRE STOP. MATERIAL INSTALLED PER THE MANUFACTURER'S INSTRUCTIONS. THIS SHALL INCLUDE WALL, FLOOR, OR CEILING PENETRATIONS FOR CONDUIT, SLEEVES, OR CABLE.
- F. ALL WIRELESS ACCESS POINTS CABLES SHALL BE PROVIDED AND INSTALLED BY CABLING CONTRACTOR. CONDUIT AND BACKBOXES SHALL BE PROVIDED AND INSTALLED BY ELECTRICAL CONTRACTOR. WIRELESS ACCESS POINTS DEVICES SHALL BE PROVIDED AND CONFIGURED BY OWNER. PHYSICAL INSTALLATION BY CABLING CONTRACTOR.
- G. ALL SPACES THAT ARE FULL HEIGHTS WALLS. ELECTRICAL CONTRACTOR SHALL PROVIDE CONDUIT SLEEVES AS NEEDED FOR CABLE CONVEYANCE FROM EACH SPACE TO NEAREST CABLE TRAY OR ACCESSIBLE CEILING SPACE. CONDUIT FILL RATIO SHALL NOT EXCEED 40%.



SHEET NOTES:

- 1. GENERAL CONTRACTOR SHALL PROVIDE AND INSTALL 2'X2' ACCESS CEILING PANEL FOR CABLE CONVEYANCE AND ACCESSIBILITY. COORDINATE OPENING WITH ARCHITECT PRIOR CUTTING TO CEILING.
- 2. ELECTRICAL CONTRACTOR SHALL PROVIDE AND INSTALL (2) 2" CONDUITS.
- 3. COMMUNICATION CONTRACTOR SHALL PROVIDE AND INSTALL 18" X 4" BASKET TRAY.

IDENTIFICATION STAMP
 DIV. OF THE STATE ARCHITECT
 APP. 02-117216 INC.
 REVIEWED FOR
 SS FLS ACS
 DATE: 08/22/2019

155 S. Fair Oaks, 2nd Floor,
 Pasadena | California 91105
 1 626 666 6906
 1 626 666 3940
 www.cannondesign.com



COPYRIGHT 2018
 No part of the contents of this document may be reproduced or transmitted in any form or by any means without the written permission of CannonDesign.

INTEGRAL GROUP
 15780 Ventura Blvd S. 1902, Los Angeles CA USA 91436
 323.825.9555 Telephone
 E-Mail: info@integralgroup.com
 www.integralgroup.com

WEST HILLS COMMUNITY COLLEGE DISTRICT



WHCCD NORTH DISTRICT CENTER

WEST HILLS COMMUNITY COLLEGE DISTRICT

PROJECT NUMBER:
80000-013
DSA # 02-117216

DRAWN: _____ Author
 CHECKED: _____ Checker
 ISSUE/REVISION:
 09-26-2019 50% CONSTRUCTION DOCUMENTS
 07-10-2019 DSA RESUBMITTAL
 08-16-2019 DSA SUBMITTAL

DSA BACKCHECK SUBMITTAL
07-10-2019

TECHNOLOGY LEVEL 1
 OVERALL REFLECTED
 CEILING PLAN

T201

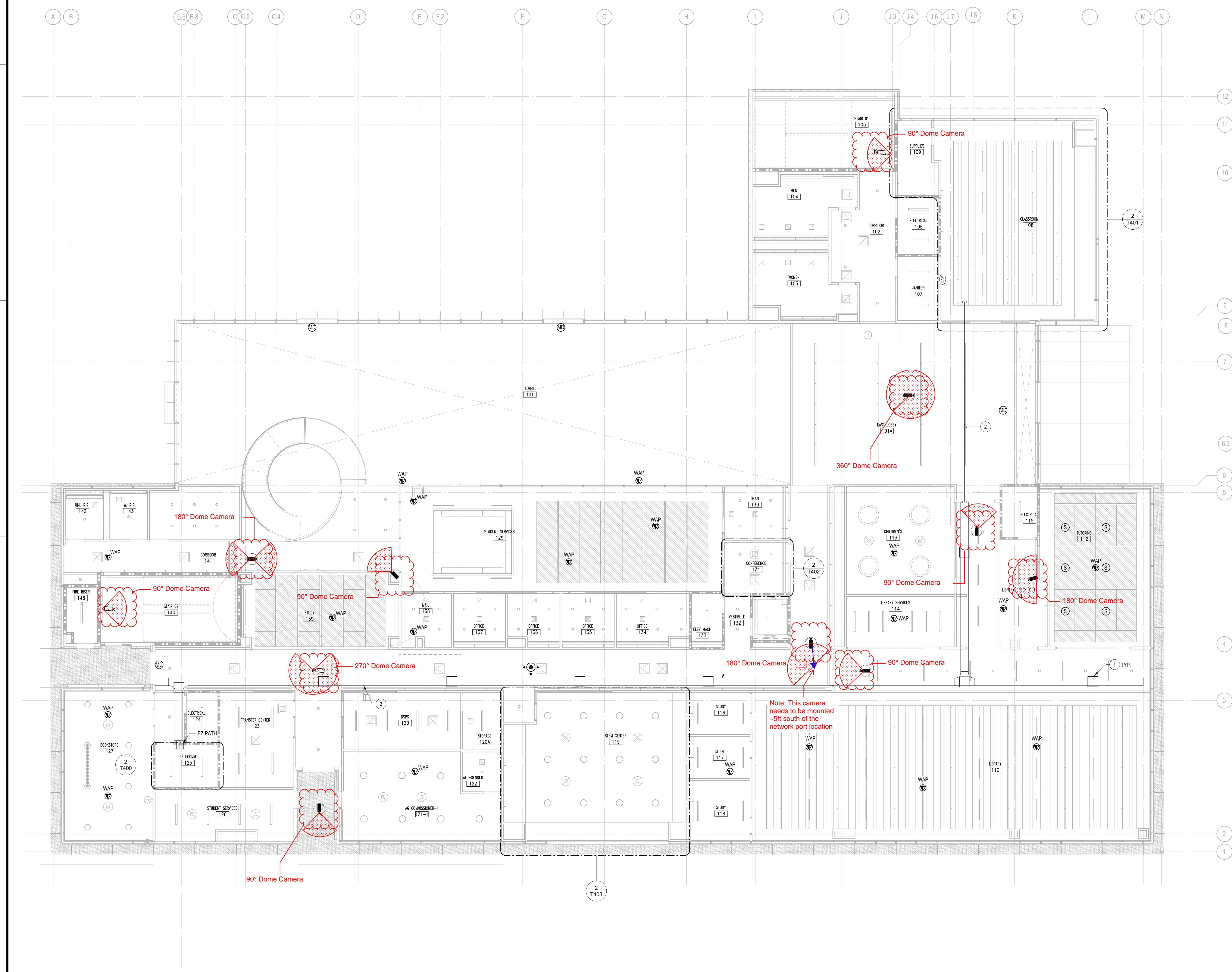
REFLECTED CEILING PLAN - LEVEL 1

1/8" = 1'-0"

1

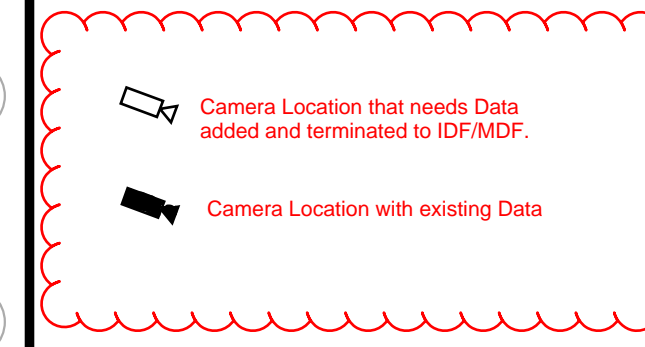
C:\Users\mraner\Documents\WHCCD\NDC\LEG_MEP_Annex\NDC.rvt

T201 TECHNOLOGY LEVEL 1 OVERALL REFLECTED CEILING PLAN 08/22/2019



GENERAL NOTES:

- A. CONDUIT ARE SHOWN AS DESIGN INTENT. PLANS SHOWS CONDUIT SIZES, QUANTITIES ORIGIN AND TERMINATION LOCATION. ELECTRICAL CONTRACTOR SHALL COORDINATE THE EXACT ROUTE WITH OTHER TRADES AND PROVIDE PULL-BOXES ACCORDINGLY NEC.
- B. THERE SHALL BE NO MORE THAN EQUIVALENT OF TWO 90 DEGREE BENDS (TOTAL 180 DEGREES) IN CONTINUOUS CONDUIT RUN. MAXIMUM CONTINUOUS CONDUIT RUN SHALL NOT EXCEED 100 FEET.
- C. PULL AND JUNCTION BOXES SHALL BE PROVIDED ACCORDINGLY NEC, ARTICLE 314.
- D. EMT CONDUIT SHALL BE INSTALLED AS COMPLETE SYSTEM IN ACCORDANCE WITH ARTICLE 300.18 AND SHALL BE SECURELY FASTENED IN PLACE AND SUPPORTED IN ACCORDANCE NEC ARTICLE 358.30(A AND B).
- E. ALL LOCATIONS PASSING THROUGH A FIRE OR A SMOKE BARRIER SYSTEM MUST BE FIRE STOPPED USING APPROVED (UL CLASSIFIED) FIRE STOP. MATERIAL INSTALLED PER THE MANUFACTURER'S INSTRUCTIONS. THIS SHALL INCLUDE WALL, FLOOR, OR CEILING PENETRATIONS FOR CONDUIT, SLEEVES, OR CABLE.
- F. ALL WIRELESS ACCESS POINTS CABLES SHALL BE PROVIDED AND INSTALLED BY CABLING CONTRACTOR. CONDUIT AND BACKBOXES SHALL BE PROVIDED AND INSTALLED BY ELECTRICAL CONTRACTOR. WIRELESS ACCESS POINTS DEVICES SHALL BE PROVIDED AND CONFIGURED BY OWNER. PHYSICAL INSTALLATION BY CABLING CONTRACTOR.
- G. ALL SPACES THAT ARE FULL HEIGHTS WALLS. ELECTRICAL CONTRACTOR SHALL PROVIDE CONDUIT SLEEVES AS NEEDED FOR CABLE CONVEYANCE FROM EACH SPACE TO NEAREST CABLE TRAY OR ACCESSIBLE CEILING SPACE. CONDUIT FILL RATIO SHALL NOT EXCEED 40%.

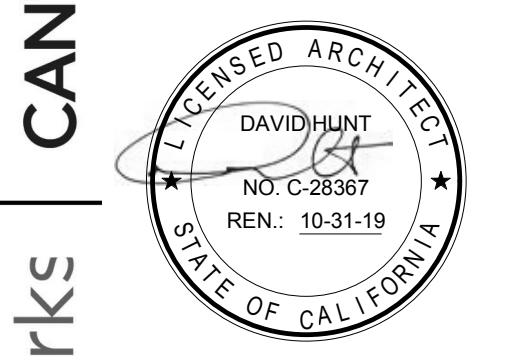


SHEET NOTES:

- 1. GENERAL CONTRACTOR SHALL PROVIDE AND INSTALL 2'X2' ACCESS CEILING PANEL FOR CABLE CONVEYANCE AND ACCESSIBILITY. COORDINATE OPENING WITH ARCHITECT PRIOR CUTTING TO CEILING.
- 2. ELECTRICAL CONTRACTOR SHALL PROVIDE AND INSTALL (2) 2" CONDUITS.
- 3. COMMUNICATION CONTRACTOR SHALL PROVIDE AND INSTALL 18" X 4" BASKET TRAY.

IDENTIFICATION STAMP
 DIV. OF THE STATE ARCHITECT
 APP. 02-117216 INC.
 REVIEWED FOR
 SS FLS ACS
 DATE: 08/22/2019

155 S. Fair Oaks, 2nd Floor,
 Pasadena | California 91105
 1 626 666 6906
 1 626 666 3940
 www.cannondesign.com



COPYRIGHT 2018
 No part of the contents of this document may be reproduced or transmitted in any form or by any means without the written permission of CannonDesign.

INTEGRAL GROUP
 15780 Ventura Blvd. S. 1902, Los Angeles CA USA 91436
 323.825.9555 Telephone
 E-Mail: info@integralgroup.com
 www.integralgroup.com

WEST HILLS COMMUNITY COLLEGE DISTRICT



WHCCD NORTH DISTRICT CENTER
 A PROJECT FOR:
WEST HILLS COMMUNITY COLLEGE DISTRICT

PROJECT NUMBER:
80000-013
DSA # 02-117216

DRAWN: Author

CHECKED: Checker

ISSUE REVISION:
 09-26-2019 50% CONSTRUCTION DOCUMENTS
 07-10-2019 DSA RESUBMITTAL
 08-16-2019 DSA SUBMITTAL

DSA BACKCHECK SUBMITTAL
07-10-2019

TECHNOLOGY LEVEL 2
 OVERALL REFLECTED
 CEILING PLAN

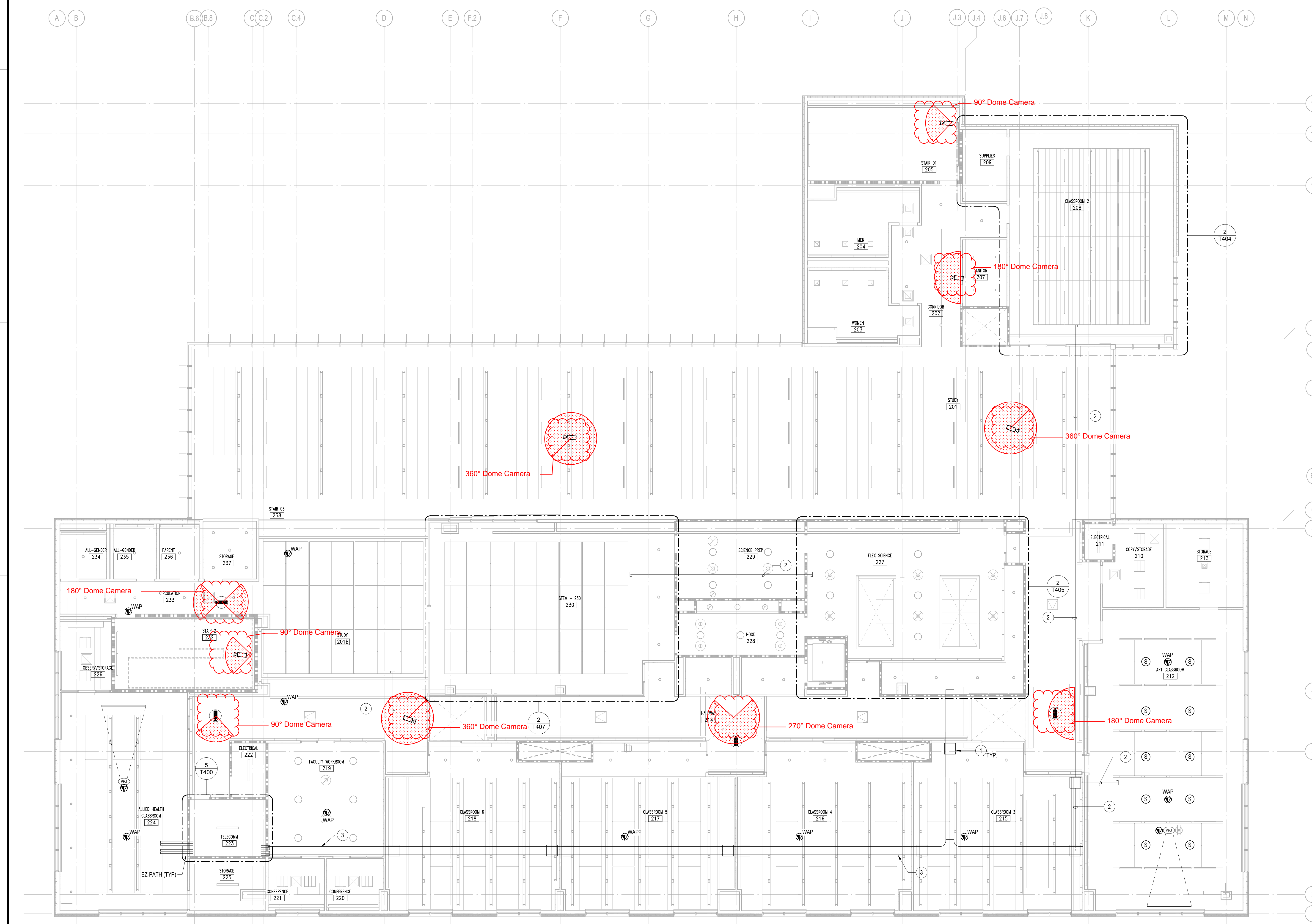
T202

REFLECTED CEILING PLAN - LEVEL 2
 1/8" = 1'-0"

1

C:\Users\arand\Documents\WHCCD\INDC\IG_MEP_arand\INDC.rvt

T202 TECHNOLOGY LEVEL 2 OVERALL REFLECTED CEILING PLAN 08/16/19 PM



SITE PLAN GENERAL NOTES

- SEE CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL SCOPE OF WORK.
- SEE LANDSCAPE DRAWINGS FOR PLANTING AREA INFO. AND TREE INFORMATION.
- SEE STRUCTURAL DRAWINGS FOR CONCRETE RETAINING WALLS, CONCRETE GUARDRAIL AND SITE RAMP AND STAIR INFO.
- SEE ELECTRICAL DRAWINGS FOR SITE LIGHTING INFO.
- SEE PLUMBING DRAWINGS FOR ADDITIONAL SCOPE OF WORK.
- THE CROSS SLOPE OF WALKING SURFACES SHALL BE NO STEEPER THAN 2%.

SITE PLAN LEGEND

SEE ENLARGED SITE PLAN SHEET AS101A & AS101B FOR ADDITIONAL FEATURES.

- FIRE HYDRANT PER CIVIL DWGS. SEE C006
- D.S. DOWNSPOUT
- R.D. OD. ROOF DRAIN AND OVERFLOW DRAIN - SEE PLUMBING
- AD AREA DRAIN
- PA PLANTER AREA - SEE LANDSCAPE SHEET 2-LP101
- FD FLOOR DRAIN - SEE PLUMBING DWGS.
- FSR FIRE SPRINKLER RISER PER PLUMBING DWGS.
- G-1 GATE TYPE PER SCHEDULE. SEE 6AS152
- PROPERTY LINE
- PATH OF TRAVEL (POT)

SITE PLAN KEYNOTES

Keyed Number	Keyed Description
1	(E) FIRE HYDRANT
2	(N) FIRE HYDRANT
3	(N) BIKE DROP OFF
4	FUTURE PHOTOVOLTAIC STRUCTURE NIS
5	COL. FOR FUTURE PHOTOVOLTAIC STRUCTURE NIS
7	(N) MAINTENANCE AND OPERATIONS STORAGE
8	(N) ATM, ON CONCRETE PAD W/ SIDEWALK ACCESS
9	(N) PHOTOVOLTAIC STRUCTURE
10	(N) CMU WALL
11	(N) BIKE RACK
12	(N) FLAG POLE
13	(N) TRASH ENCLOSURE
14	(N) BUS SHELTER
15	(N) CAMPUS MONUMENT SIGN
16	(N) OUTDOOR CLASSROOM NOT IN SCOPE NOT PART OF SUBMITTAL
17	(N) BIORIENTATION BASIN SEE CIVIL
18	(N) TREE SEE LANDSCAPE DRAWINGS
19	(N) ACCESSIBLE PARKING
20	(N) PARKING STRIPING
21	(N) TOW AWAY EXIT SIGN, SEE DETAIL
22	(N) ACCESSIBLE RAMP - GRADING PER CIVIL DWGS.
23	(N) BIORIENTATION BASIN SEE CIVIL
24	(N) GATE PER GATE SCHEDULE - SEE AS152 FOR GATE SCHEDULE
25	(N) CONCRETE BENCH SEE LANDSCAPE DWGS.
26	(N) LIGHT POLE
27	(N) CANOPY NOT IN SCOPE NOT PART OF SUBMITTAL
28	(N) DRIVEWAY AND CURBOUT SEE CIVIL DWGS.
29	(N) SPEED TABLE REFER TO CIVIL DWGS.
30	(N) LIGHT POLE
31	(N) STREET LIGHTS CONTRACTOR RESPONSIBLE FOR INSTALLING PER CITY REQUIREMENTS AND COORDINATING WITH CITY AGENCIES AND LOCAL UTILITIES.
32	RECONFIGURED STREET CURBS AND GUTTERS SEE CIVIL DWGS.
33	(N) BUS STOP CONTRACTOR RESPONSIBLE FOR INSTALLING PER FRESNO COUNTY RURAL TRANSIT AUTHORITY
34	(N) TRANSFORMER
35	(N) CAMPUS MONUMENT SIGN SEE SHEET AS153
36	CURB PAINTED TO DENOTE 20MIN PARKING SEE CIVIL
37	CURBS TOP AND SIDE TO BE PAINTED RED AND THE WORKS FIRE LANE STENCILLED ON TOP AND SIDE MAX INTERNAL 50'-0" LETTERS SHALL BE 2" IN HEIGHT WITH A MINIMUM 3/4" IN STROKE
38	(N) STOP SIGN SEE SHEET AS151
39	(N) DETECTABLE WARNING TRUNCATED DOMES SEE SHEET AS151B
40	(N) WHEEL STOP SEE AS151A
41	WALL WASH LIGHT MOUNTED TO CMU WALL
42	(N) FEV SIGN SEE SHEET AS151C

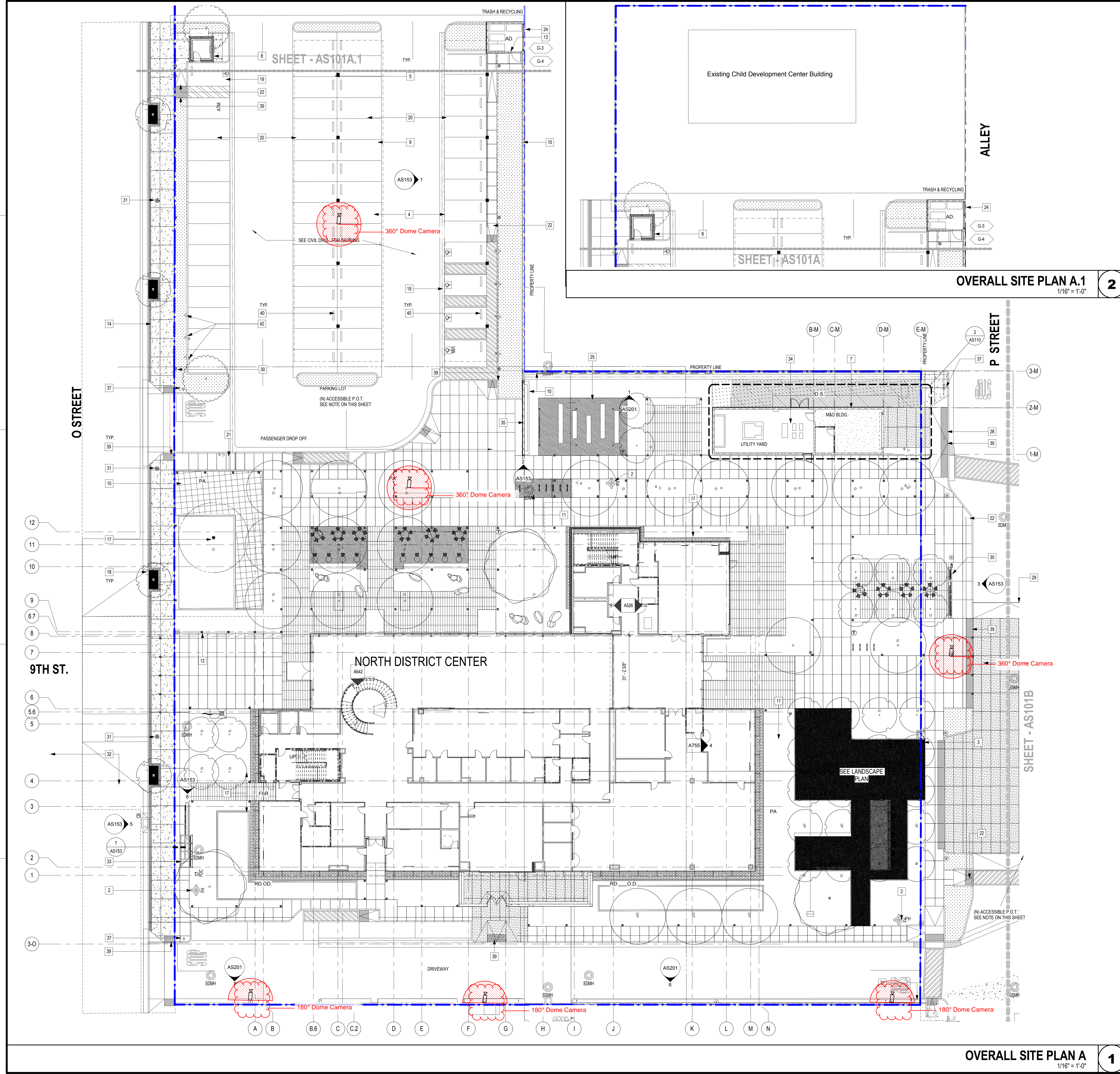


SITE LEGEND

- PROPERTY LINE
- ASSUMED PROPERTY LINE
- GATE/DOOR
- ACCESSIBLE EGRESS PATH TO SAFE DISPERSAL AREA
- EMERGENCY ASSEMBLY AREA / SAFE DISPERSAL AREA CAPACITY = 58F PER OCCUPANT PER CBC 1027.5
- FIRE ACCESS LANE PROVIDE NO PARKING - FIRE LANE SIGN TO COMPLY WITH CA VEHICLE CODE 22500.1
- 150' FIRE HOSE PULL
- FIRE HYDRANT
- PANIC HARDWARE, SEE DOOR SCHEDULE
- FIRE LANE SIGN SEE SHEET AS151
- LIGHT FIXTURE BOLLARD SITE LIGHTING SEE SHEET E100
- LIGHT FIXTURE IN GROUND SITE LIGHTING SEE SHEET E100
- LIGHT FIXTURE POLE LIGHT HEIGHT VARIES SEE SITE LIGHTING SHEET E100

OVERALL SITE PLAN A.1
 1/16" = 1'-0" **2**

OVERALL SITE PLAN A
 1/16" = 1'-0" **1**



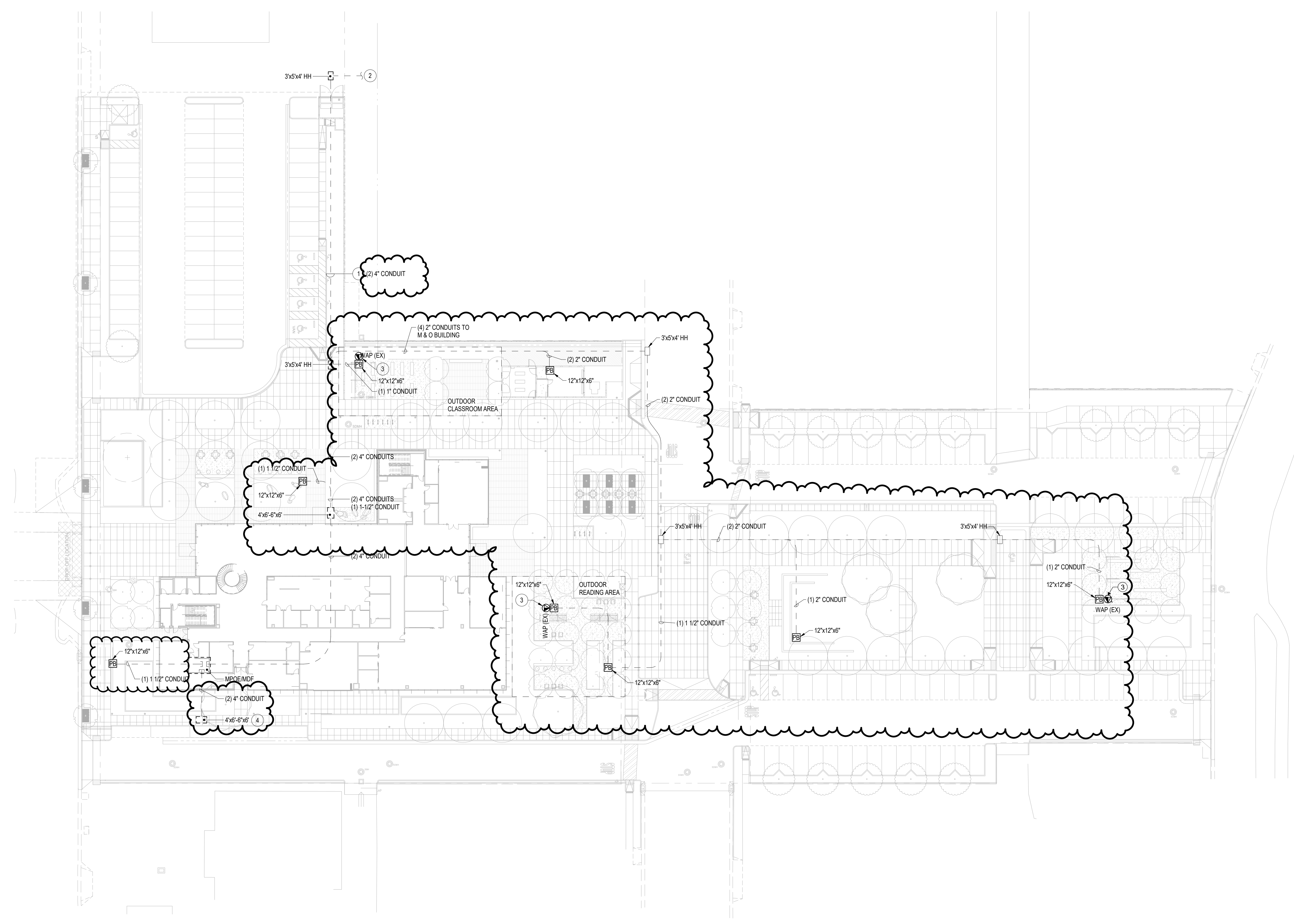
C:\Users\jgarnier\Documents\WHCCD NDC Center\17-80000-013_12.dwg
 8/15/2019 2:01:44 PM
 AS101A ENLARGED PARTIAL SITE PLAN A

GENERAL NOTES:

- A. CONDUIT ROUTES ARE SHOWN AS DESIGN INTENT AND ARE DIAGRAMMATIC IN NATURE. ELECTRICAL CONTRACTOR SHALL COORDINATE THE EXACT ROUTE IN FIELD WITH SITE CONDITIONS, CIVIL DRAWINGS AND OTHER TRADES.
- B. SERVICE UTILITIES (VOICE, DATA/INTERNET AND CATV) WAS NOT SELECTED PRIOR TO THE DEVELOPMENT OF THIS DOCUMENTS. SERVICE PROVIDER TO BE SELECTED BY OWNER. EXACT LOCATION OF MAINTENANCE HOLE (OR PULL BOX) IS SUBJECT TO CHANGE, DEPENDING ON SERVICE PROVIDER CONNECTIONS FROM THE STREET. GENERAL CONTRACTOR SHALL COORDINATE WITH OWNER AND CIVIL UTILITY PLANS PRIOR INSTALLATION. LOCATION SHOWN TO CAPTURE DESIGN INTENT.
- C. CONDUIT SHALL RUN IN THE MOST DIRECT ROUTE POSSIBLE WITH NO MORE THAN TWO 90 DEGREE BENDS AT ANY DIMENSIONAL PLANE BETWEEN PULL POINTS OR PULL BOXES (PB).
- D. AN ACCESSIBLE PULL BOX MUST BE ADDED TO A CONDUIT RUN IF IT CONTAINS MORE THAN THE EQUIVALENT OF TWO 90 DEGREE TURNS IN ANY DIMENSIONAL PLANE.
- E. THERE SHALL BE NO CONTINUOUS CONDUIT SECTIONS LONGER THAN 98 FT. FOR RUNS THAT TOTAL MORE THAN 98 FT IN LENGTH. INSERT PULL POINTS OR PULL BOXES SO THAT NO SEGMENT BETWEEN POINTS EXCEEDS THE 98 FT. LIMIT.
- F. ALL CONDUITS OR CONDUITS STUB-UPS SHALL HAVE A MINIMUM BEND RADIUS 8 TIMES THE DIAMETER OF THE CONDUIT. IF FIBER OPTIC CABLE IS RUN IN THE CONDUIT OR STUB-UP THE BEND RADIUS SHALL BE INCREASED TO 10 TIMES THE DIAMETER OF THE CONDUIT.
- G. ALL CONDUITS THAT ARE 2" OR LESS IN DIAMETER SHOULD HAVE BEND RADIUS OF 6 TIMES INTERNAL DIAMETER OF THE CONDUIT. IF THE CONDUIT IS LARGER THAN 2" SHOULD HAVE BEND RADIUS OF 10 TIMES INTERNAL DIAMETER OF THE CONDUIT.
- H. GENERAL CONTRACTOR SHALL PROVIDE ALL CONDUITS WITH A PLASTIC OR NYLON LINE (ALSO CALLED A FISH TAPE OR PULL CORD) WITH A MINIMUM TEST RATING OF 200 LB.
- I. PULL AND JUNCTION BOXES SHALL BE PROVIDED ACCORDINGLY NEC ARTICLE 314.
- J. EMT CONDUIT SHALL BE INSTALLED AS COMPLETE SYSTEM IN ACCORDANCE WITH ARTICLE 300.18 AND SHALL BE SECURELY FASTENED IN PLACE AND SUPPORTED IN ACCORDANCE WITH ARTICLE 305.3(A) AND (B).
- K. CONTRACTOR SHALL COORDINATE ALL UNDERGROUND CONDUITS WITH CIVIL AND PSOMAS WHCCD NDC EXPANSION WET AND DRY UTILITY EXHIBIT. INTEGRAL DRAWINGS ARE DIAGRAMMATIC IN NATURE TO CONVEY DESIGN INTENT. ALL LINES BEYOND 5' FROM THE BUILDING SHOULD BE COORDINATED WITH PSOMAS WHCCD NDC EXPANSION WET AND DRY UTILITY PLAN.

SHEET NOTES:

- 1. ELECTRICAL CONTRACTOR SHALL PROVIDE AND INSTALL (4)" CONDUITS.
- 2. ELECTRICAL CONTRACTOR SHALL PROVIDE AND INSTALL (2)" CONDUIT STUB-UP 5' FROM PULLBOX FOR FUTURE CONNECTION WITH SERVICE PROVIDER. SERVICE PROVIDER TO BE SELECTED BY OWNER.
- 3. GENERAL CONTRACTOR SHALL COORDINATE MOUNTING LOCATION OF EXTERIOR WIRELESS ACCESS POINT WITH ARCHITECT. WIRELESS ACCESS POINT SHALL BE MOUNTED AT BETWEEN 5'-20" ABOVE FINISH GROUND.
- 4. CONTRACTOR SHALL COORDINATE ALL LINES BEYOND 5' FROM THE BUILDING WITH PSOMAS WHCCD NDC EXPANSION WET AND DRY UTILITY PLAN.



CANNONDESIGN
 155 S. Fair Oaks, 2nd Floor,
 Pasadena | California 91105
 1 626 666 6906
 1 626 666 3940
 www.cannondesign.com

INTEGRAL GROUP
 15780 Ventura Blvd S 1902, Los Angeles CA USA 91436
 323 825 9555 Telephone
 E-Mail: info@integralgroup.com
 www.integralgroup.com

WEST HILLS COMMUNITY COLLEGE DISTRICT

WHCCD NORTH DISTRICT CENTER
 A PROJECT FOR:
WEST HILLS COMMUNITY COLLEGE DISTRICT

PROJECT NUMBER:
80000-013
DSA # 02-117216

DRAWN: Author
 CHECKED: Checker

ISSUE REVISION:
 09-26-2019 50% CONSTRUCTION DOCUMENTS
 07-10-2019 DSA SUBMITTAL
 08-16-2019 DSA SUBMITTAL
 11/4/2019 RFI #6
 09/23/2020 ASI #9

ASI #29
 09-23-2020

TECHNOLOGY OVERALL SITE PLAN

T100

C:\Users\arand\Documents\WHCCD NDC\IG_MEP_arand\SIW\A.rvt
 9/23/2020 3:13:18 PM
 T100 TECHNOLOGY OVERALL SITE PLAN