



San Juan Unified School District

Facilities Business Department

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Kent Kern, Superintendent of Schools

Frank Camarda, Assistant Superintendent, Operations, Facilities and Transportation

October 10, 2019

Martin General Engineering, Inc.
Attn: Adrian Martin
12485 Quicksilver Drive
Rancho Cordova, CA 95742

RE: Notice of Intent to Award
SJUSD M&O Parking Lot
Bid Package #20-105; SJUSD Project #500-9535-19DM

Dear Mr. Martin:

On behalf of the San Juan Unified School District, we are pleased to give you Notice of Intent to Award for the **SJUSD M&O Parking Lot, BP #20-105, Project #500-9535-19DM**. Your contract date will be **October 22, 2019**. Your contract amount will be **\$369,000.00**. At this time, we request that you begin preparing and forwarding all required submittals for the project in order to expedite start of construction (See General Conditions Section 00 72 00, ARTICLE 11 - SUBMITTALS). In the event a contract is not awarded, reasonable costs for submittal preparation will be reimbursed.

Your date to start construction activities and completion date will be indicated in the Notice to Proceed. As stated in Section 1.10 of the Instructions to Bidders, the following documents need to be submitted not later than **Thursday, October 17, 2019 to ICS – 5433 El Camino Ave. Suite 2, Carmichael, CA 95608**:

1. Form of Contract Section 00 52 00 attached to this letter.
2. Payment Bond for 100% of the contract sum Section 00 61 13.13 attached to this letter. Submit in duplicate.
3. Performance Bond for 100% of the contract sum Section 00 61 13.16 attached to this letter. Submit in duplicate.
4. Local contact for Surety, with name, phone number, and address to which legal notices may be sent.
5. Name and qualification of Supervising Technician as noted in Notice to Bidders 00 11 13, Section 1.13.
6. Insurance Certificates as required in Article 3 of the General Conditions, Section 00 72 00 and Special Provisions 00 73 00, for workers compensation, comprehensive general liability, and automobile liability as required by the specifications including copies of endorsements naming the San Juan Unified School District, **Warren Consulting Engineers, Innovative Construction Services**, and their officers and employees as additional insured.
7. The name and resume of the full-time superintendent for approval (Contractor's Agent).
8. Emergency contact names and numbers.
9. Copy of Safety Manual and name of Safety Supervisor.
10. The name of the person or persons authorized to sign documents for this project.
11. List of all subcontractors and suppliers (contact, address, phone and fax numbers) who have contracted with you on this project.
12. Fringe Benefit Statement Form for yourself and for all your subcontractors.
13. DAS 140 Form (copy) - Public Works Contract Award Information, for Prime and all Subcontractors
14. Workers Compensation Affidavit and Prime Contractor Affidavit of Public Works Compliance Forms – refer to the CAPM Book 2.

Additionally, please provide the following items:

1. Scheduling information according to Article 13 of Section 00 72 00 General Conditions.
2. Schedule of values information according to Article 12 of Section 00 72 00 General Conditions.
3. Time and Materials wage sheet submit within thirty (30) days of this letter.
4. Matrix of all required submittals submit within ten (10) days of this letter.

Per Section 00 52 00 form of Contract, Section 17, Fingerprinting clearance for you and your subcontractors is required. Fingerprinting clearance will allow for obtaining picture identification badges. Those employees who are not cleared with DOJ will have non-picture ID badges and will require supervision on site.

Attached is the Contract for your signature and corporate seal. Please return the contract along with the requested documents and information listed above (Items 2 through 15) to the District representative within the stated timeframe. Upon receipt and acceptance of these items, an electronic contract executed by the District will be sent to you.

A Pre-construction Conference has been tentatively scheduled for **TBD** and will be conducted at **location TBD**. Please make sure your Project Superintendent and major subcontractors are present for this very important kick-off meeting. Please call me if you have any questions.

We are looking forward to working with you on this project.

Very Truly Yours,

FOR THE SAN JUAN UNIFIED SCHOOL DISTRICT



Maria Mahon
Procurement Specialist

cc: Nicholas Arps, SJUSD Director Facilities Construction & Modernization
Chris Ralston, M&O Manager
Meredith Collins, ICS Sr. Contract Administrator
Project Files C1

Attachments
Contract and P&P bond forms