



COMMUNITY DEVELOPMENT AGENCY

TRANSPORTATION DIVISION

<http://www.edcgov.us/DOT/>

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MAINTENANCE:

1121 Shakori Drive, South Lake Tahoe, CA 96150
(530) 573-3180 / (530) 577-8402 Fax

DATE: May 9, 2013

TO: All Prospective Bidders

SUBJECT: **Response to Bidder's Inquiry No. 2**
Latrobe Road North of Ryan Ranch Road
Contract No. PW 09-30467, Project No. 73359

ITEM NO.	QUESTION/ANSWER
2.01	<p>There are a number of common mistakes that are made by bidders when submitting their bids to the County of El Dorado. All of these issues are addressed in the bid documents, but they are provided here to highlight some of the most common mistakes made that lead to bids being found to be non-responsive. Our intent is to assist all bidders in submitting a responsive bid.</p> <ol style="list-style-type: none">1. The County of El Dorado has its own set of requirements for bidding projects. Federal, State or other Local agencies may have different requirements. The requirements listed in the contract document specification book sold to you by the County of El Dorado are the only requirements to be considered for this bid process.2. Contractor's attention is directed to the three sections within the specifications that require the Proposal to be attached to the entire bid document book before being submitted:<ul style="list-style-type: none">• Section 2-1.01 General, states in part, "A Proposal shall be deemed "Non-Responsive" if the proposal is submitted without the entire Contract Document package attached."• The second paragraph of the Notice to Bidders states in part, "The Proposal shall not be detached and shall be submitted with the Contract Documents bid package in its entirety."• The underlined parenthetical at the top of the first page of the Proposal states, <u>"PROPOSAL (to be attached to and submitted with this bound Contract Document bid package)."</u>

The entire Contract Document Specification Book must be returned with all documents and pages securely attached for the bid to be considered. Do NOT submit **just** the Proposal; your bid will be determined to be non-responsive. You may disassemble the booklet and/or copy any pages such as the bidder's bond forms, but they must be reattached by either stapling or reinserting into the comb binding.

3. Contractor's attention is directed to the paragraph at the top of page P-1. Corrections must only be lined-out, initialed by bidder's authorized representative, with the corrected information placed next to the lined out information. Use of erasures, correction fluid, correction tape, pencil, or line-outs without initials can NOT be accepted.
4. Contractor's attention is directed to the paragraph at the top of page titled, "SUBCONTRACTORS LISTING" in the Proposal. In the past bidders have had difficulty providing the Subcontractor Listing information described in this paragraph and in the REQUIRED LISTING OF PROPOSED SUBCONTRACTORS section of N-2 of the Notice to Bidders. Please read these paragraphs carefully.
5. On the signature page of the Proposal there are two locations that the date needs to be filled in. One states, "Executed this ____ day of _____, 2013" and the other is directly above the pointing finger icon. Both dates should be filled in, and should **always be the same date.**
6. Contractor shall list their license number(s) and classification(s) on the lines indicated on the Proposal signature, **and** attach a copy of the license to the Proposal signature page.
7. Contractor's attention is directed to the PROJECT ADMINISTRATION section of N-5 of the Notice to Bidders regarding the issuance of Addenda and Responses to Bidders' Inquiries. Addenda and Responses to Bidders' Inquiries will be posted on the DOT Bids Website only, and no other special distribution (i.e. mailing/faxing to plan holders) will be made. **All project addenda must be acknowledged on the line provided on the signature page of the Proposal. Failure to acknowledge an addendum will be considered as a non-responsive bid.**
8. Please note this is a federal-aid project with a DBE goal as stated in the Notice to Bidders. Please read carefully the DISADVANTAGED BUSINESS ENTERPRISE (DBE) requirements in section 2 of the special provisions, and complete the Local Agency Bidder DBE Commitment (Construction Contracts) form and the 15-H DBE Information- Good Faith Efforts form in accordance with these requirements. For guidance on preparing a Good Faith Efforts submittal, please refer to the Underutilized Disadvantaged Business Enterprise Good Faith Effort Submittal Handout on our website at <http://www.edcgov.us/Government/DOT/DBE.aspx>
The problems and solution listed in the Handout apply for DBEs Good Faith Efforts Submittals.

	<p>9. Calling DOT staff after the bid opening is discouraged. We will make every effort to publish the summary of the bids on the DOT/bids website as soon as we can after the bid. This document only lists the dollar values of the bids submitted and in no way reflects any decision to award. Every bidder will receive by FAX an "All Bidders" letter identifying our recommendation for award as soon as we determine the "lowest responsive responsible bidder." DOT staff can NOT discuss the status of the award, or their recommendations, or what issues may have arisen with the bids.</p>
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Holders who have already mailed their proposal can contact Janel Gifford at (email: janel.gifford@edcgov.us) to arrange return of their proposal.

Inform all suppliers and subcontractors as necessary.

The DOT is only sending this Response to Bidders' Inquiries by posting on the following website: <http://www.edcgov.us/Government/DOT/Bids.aspx>.

Responses to bidder inquiries, unless incorporated into formal addenda to the contract, are not a part of the contract, and are provided for the bidder's convenience only. In some instances, the question and answer may represent a summary of the matters discussed rather than a word-for-word recitation. The availability or use of information provided in the responses to bidder inquiries is not to be construed in any way as a waiver of the provisions of Section 2-1.03, "Examination of Plans, Specifications, Contract, and Site of Work," of the Standard Specifications or any other provision of the contract, the plans, Standard Specifications, or special provisions, nor to excuse the contractor from full compliance with those contract requirements. Bidders are cautioned that subsequent responses or contract addenda may affect or vary a response previously given.

Sincerely,



Janel Gifford, P.E.
Senior Civil Engineer
Office Engineer