



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
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ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

July 8, 2025

IN REPLY PLEASE

REFER TO FILE: **BRC-2**

NOTICE TO BIDDERS "C"

JOB ORDER CONTRACTS WWD1, WWD2, AND WWD3 PROJECT ID NUMBER: BRC0000601

This Notice to Bidders "C" clarifies certain portions of the Project Manual and forms a part of the contract documents.

PROJECT MANUAL

1. Refer to Section 00 03 00 Form of Bid to Be Used by Bidders.

Delete in its entirety and **Replace** with the following:

Section 00 03 00 Form of Bid to Be Used by Bidders (Attachment A).

2. Refer to the Project Manual, Instruction to Bidders, Article 31, County's Preference Programs: Local Small Business Enterprise, Social Enterprise, and Disabled Veterans Business Enterprise. Delete and replace with the following language:

Article 31. COUNTY'S PREFERENCE PROGRAM: LOCAL SMALL BUSINESS ENTERPRISE

Overview of County's Preference Program

The County of Los Angeles has The Local Small Business Enterprise (LSBE) preference program. The Board of Supervisors encourages business participation in the County's contracting process by continually streamlining and simplifying our selection process and expanding opportunities for these businesses to compete for County opportunities.

The LSBE Preference Program requires that a business must complete County of Los Angeles certification prior to requesting a preference in a solicitation. This program and how to obtain certification are further explained in this solicitation.

The maximum percentage of an LSBE Preference Program preference shall be 7 percent of the lowest responsible bidder meeting specifications and the maximum financial value shall be one hundred fifty thousand dollars (\$150,000) for any bid.

Sanctions and financial penalties may apply to a business that knowingly, and with intent to defraud, seeks to obtain or maintain certification as a certified LSBE when not qualified.

a. Local Small Business Enterprise (LSBE) Preference Program

The County will give LSBE preference during the solicitation process to businesses that meet the definition of an LSBE, consistent with Chapter 2.204.030C.1 of the Los Angeles County Code. An LSBE is defined as a business: 1) certified by the State of California as a small business and has had its principal place of business located in Los Angeles County for at least one year; or 2) certified as a small business enterprise with other certifying agencies pursuant to the Department of Consumer and Business Affairs' (DCBA) inclusion policy that: a) has its principal place of business located in Los Angeles County, and b) has revenues and employee sizes that meet the State's Department of General Services requirements. **The business must be certified by the Department of Consumer and Business Affairs as meeting the requirements set forth above prior to requesting the LSBE Preference in a solicitation.**

To apply for certification as an LSBE, businesses should contact the County of Los Angeles Department of Consumer and Business Affairs at <http://dcba.lacounty.gov>.

Certified LSBEs may only request the preference if the certification process has been completed and certification is affirmed. Businesses must complete and submit Section 00 04 38 Request for Preference Consideration Form and submit a letter of certification from the County of Los Angeles Department of Consumer and Business Affairs (DCBA) with their proposal. As shown on the County DCBA letter, the certification must be valid as of the bid due date.

Information about the State's small business enterprise certification regulations is in the California Code of Regulations, Title 2, Subchapter 8, Section 1896 et seq., and is also available on the California Department of

General Services Office of Small Business Certification and Resources
Web site at <http://www.pd.dgs.ca.gov/smbus/default>.

- b. Should one or more of the Bidders request and be granted the Local Small Business Enterprise (LSBE) Preference, the bid amount shall be adjusted as follows:

Local Small Business Enterprise (LSBE) Preference: Seven percent of the lowest bid amount will be calculated, which shall not exceed \$150,000, and that amount will be deducted from the bid amounts submitted by all LSBE bidders who requested and were granted the LSBE Preference.

The contract award will be the bidder's original bid price, not the price with preference(s) that is used for evaluation purposes.

Preference Program Enterprises (PPEs) - Prompt Payment Program

It is the intent of the County that Certified Preference Program Enterprises (PPEs) receive prompt payment for services they provide to County Departments. Prompt payment is defined as fifteen (15) calendar days after receipt of an approved, undisputed invoice which has been properly matched against documents such as a receiving, shipping, or services delivered report, or any other validation of receipt document consistent with Board Policy 3.035 (Preference Program Payment Liaison and Prompt Payment Program).

Please notify your subcontractors to this effect.

Very truly yours,

MARK PESTRELLA, PE
Director of Public Works



SOO KIM
Division Chief
Business Relations and Contracts Division

BS:mm

ATTACHMENT A

Name of Bidder (Firm Name)

Vendor Identification Number

FORM OF BID TO BE USED BY BIDDERS

Job Order Contract WWD1

The undersigned proposes to furnish all materials, labor and equipment required for the Job Order Contract for the Department of Public Works in accordance with The Construction Task Catalog and Specifications prepared by The Gordian Group, Inc., dated June 2025, including addenda thereto, if any, adopted by the Board of Supervisors, as follows:

- I. Adjustment Factors. The Contractor bids two adjustment factors that will be applied against the prices set forth in the Unit Price Book. These adjustment factors will be used to price out fixed price work orders by multiplying the adjustment factor by the unit prices and quantities. **Factor A**, shall be multiplied by .80, and **Factor B** shall be multiplied by .20. These two numbers will then be added together for a composite factor. The bidder's total composite factor will then be multiplied by the total contract value (\$6,200,000), minus the County Preference Program (if applicable), to determine low bid.

	Adjustment Factor Name	Adjustment Factor Bid	X Multiplier	=Extended Total
1.	Factor A - Normal Working Hours Adjustment Factor	__ . __ _ _ _	X 0.80	= __ . __ _ _ _
2.	Factor B - Other Than Normal Working Hours Adjustment Factor	__ . __ _ _ _	X 0.20	= __ . __ _ _ _
4.	Sum the Extended Total column.			= __ . __ _ _ _
5.	Multiply by the Estimated Annual Value			X \$6,200,000.00
6.	= Base Bid			= \$ _____

- II. Base Period (12 months from Notice of contract execution or expenditure of the \$6,200,000 maximum value of the contract, whichever occurs first)
- III. **Unit prices for Non Pre-Priced Tasks will be priced using the Normal Working Hours or Other Than Normal Working Hours Adjustment Factor as defined per Work Order. The unit price for a Non Pre-Priced Task shall be researched and generated by The Gordian Group, in the same manner, and using the same methodologies as a Pre-Priced Task. The unit prices generated by The Gordian Group, for Non Pre-Priced Tasks shall be binding on Contractor and County in the same manner as for Pre-Priced Tasks.**

General Construction

FACTOR A Unit work requirements to be performed on General Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize four decimal places

Bid for General Projects/Normal Working Hours (in words)

FACTOR B Unit work requirements to be performed on General Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize four decimal places

Bid for General Projects/Other than Normal Working Hours (in words)

1. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

2. **The Other Than Normal Working Hours Adjustment Factor must be greater than or equal to the Normal Working Hours Adjustment Factor.**
3. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.
4. The weighted percentages (x multiplier) presented above are only for calculating the Award Criteria Figure. There is no guarantee that the work ordered will be consistent with the weighted percentages. The Award Criteria Figure is only used to compare bids. It is not used to prepare Price Proposals. When preparing Price Proposals, the Bidder shall use one or more of the Adjustment Factors written above.

IV. COUNTY PROGRAM PREFERENCE:

The Local Small Business Enterprise Program Preference is provided by the County for purposes of bid evaluation only, as specified in Instruction to Bidders. If Bidder is a qualifying Local Small Business Enterprise check "yes" in the box below. If non-qualifying, check "no" in the appropriate box.

LSBE Yes

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No

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V. RECEIPT OF NOTICE TO BIDDERS:

I hereby certify and declare that I have received, reviewed and incorporated Notice to Bidders A dated June 16, 2025, Notice to Bidders B dated June 30, 2025, and Notice to Bidders C dated July 7, 2025, into my Bid.

Executed this day of _____ (Month and Year)

By: _____
(Authorized Signature of a Principal Owner, Officer, or Manager)

NOTE: Any alteration or addition to the Form of Bid may invalidate same. All blank spaces shall be filled out completely. Line out nonapplicable blanks. An incomplete form may invalidate bid. The County reserves the right to waive any informalities or to reject any or all bids or to accept any alternatives when called for.

Name of Bidder (Firm Name)

Vendor Identification Number

FORM OF BID TO BE USED BY BIDDERS

Job Order Contract WWD2

The undersigned proposes to furnish all materials, labor and equipment required for the Job Order Contract for the Department of Public Works in accordance with The Construction Task Catalog and Specifications prepared by The Gordian Group, Inc., dated June 2025, including addenda thereto, if any, adopted by the Board of Supervisors, as follows:

- I. Adjustment Factors. The Contractor bids two adjustment factors that will be applied against the prices set forth in the Unit Price Book. These adjustment factors will be used to price out fixed price work orders by multiplying the adjustment factor by the unit prices and quantities. **Factor A**, shall be multiplied by .80, and **Factor B** shall be multiplied by .20. These two numbers will then be added together for a composite factor. The bidder's total composite factor will then be multiplied by the total contract value (\$6,200,000), minus the County Preference Program (if applicable), to determine low bid.

	Adjustment Factor Name	Adjustment Factor Bid	X Multiplier	=Extended Total
1.	Factor A - Normal Working Hours Adjustment Factor	__ . __ _ _ _	X 0.80	= __ . __ _ _ _
2.	Factor B - Other Than Normal Working Hours Adjustment Factor	__ . __ _ _ _	X 0.20	= __ . __ _ _ _
4.	Sum the Extended Total column.			= __ . __ _ _ _
5.	Multiply by the Estimated Annual Value			X \$6,200,000.00
6.	= Base Bid			= \$ _____

- II. Base Period (12 months from Notice of contract execution or expenditure of the \$6,200,000 maximum value of the contract, whichever occurs first)
- III. **Unit prices for Non Pre-Priced Tasks will be priced using the Normal Working Hours or Other Than Normal Working Hours Adjustment Factor as defined per Work Order. The unit price for a Non Pre-Priced Task shall be researched and generated by The Gordian Group, in the same manner, and using the same methodologies as a Pre-Priced Task. The unit prices generated by The Gordian Group, for Non Pre-Priced Tasks shall be binding on Contractor and County in the same manner as for Pre-Priced Tasks.**

General Construction

FACTOR A Unit work requirements to be performed on General Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize four decimal places

Bid for General Projects/Normal Working Hours (in words)

FACTOR B Unit work requirements to be performed on General Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize four decimal places

Bid for General Projects/Other than Normal Working Hours (in words)

1. Adjustment Factors and extended totals should be rounded to four (4) decimal places. Use conventional rounding methodology (i.e., if the number in the 5th decimal place is 0-4, the number in the 4th decimal remains unchanged; if the number in the 5th decimal place is 5-9, the number in the 4th decimal is rounded upward).

2. **The Other Than Normal Working Hours Adjustment Factor must be greater than or equal to the Normal Working Hours Adjustment Factor.**
3. The Owner reserves the right to correct arithmetic errors in the event of a discrepancy, the Adjustment Factors listed in the column titled "Adjustment Factor Bid" shall take precedence and be used to calculate the extended totals.
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LSBE Yes

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No

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V. RECEIPT OF NOTICE TO BIDDERS:

I hereby certify and declare that I have received, reviewed and incorporated Notice to Bidders A dated June 16, 2025, Notice to Bidders B dated June 30, 2025, and Notice to Bidders C dated July 7, 2025, into my Bid.

Executed this day of _____ (Month and Year)

By: _____
(Authorized Signature of a Principal Owner, Officer, or Manager)

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I (We) certify that on _____, 2025, License No. _____, license classification(s) _____, was issued to me (us), in the name of _____, by the Contractors' State License Board, pursuant to California Statutes of 1929, as amended, and that said license has not been revoked.

Firm Ownership Information
Check where applicable:

If minority-owned, indicate the appropriate category:

1. ☐ Minority-Owned
 ☐ Woman-Owned
 ☐ Disadvantaged-Owned
 ☐ Disabled Veteran-Owned
 ☐ Other

- ☐ African American
☐ Hispanic or Latino
☐ Asian/Pacific Islander
☐ Filipino
☐ American Indian/Alaskan Native

2. ☐ An individual
 ☐ A corporation. Name
 state or territory of
 Incorporation

If a copartnership or joint venture, list names of individuals comprising same below

- ☐ _____
☐ A copartnership
☐ A joint venture

Date signed _____, 2025

Respectfully submitted,

Place _____
City and State

Firm Name (if applicable)

Bidder's address, E-mail address, and telephone:

Number and Street

Signature and Print Name

City and State

Title and E-mail Address

Telephone

Signature and Print Name

Fax

Title and E-mail Address

Name of Bidder (Firm Name)

Vendor Identification Number

FORM OF BID TO BE USED BY BIDDERS

Job Order Contract WWD3

The undersigned proposes to furnish all materials, labor and equipment required for the Job Order Contract for the Department of Public Works in accordance with The Construction Task Catalog and Specifications prepared by The Gordian Group, Inc., dated June 2025, including addenda thereto, if any, adopted by the Board of Supervisors, as follows:

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4.	Sum the Extended Total column.			= __ . __ _ _ _
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6.	= Base Bid			= \$ _____

- II. Base Period (12 months from Notice of contract execution or expenditure of the \$6,200,000 maximum value of the contract, whichever occurs first)
- III. **Unit prices for Non Pre-Priced Tasks will be priced using the Normal Working Hours or Other Than Normal Working Hours Adjustment Factor as defined per Work Order. The unit price for a Non Pre-Priced Task shall be researched and generated by The Gordian Group, in the same manner, and using the same methodologies as a Pre-Priced Task. The unit prices generated by The Gordian Group, for Non Pre-Priced Tasks shall be binding on Contractor and County in the same manner as for Pre-Priced Tasks.**

General Construction

FACTOR A Unit work requirements to be performed on General Projects during Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize four decimal places

Bid for General Projects/Normal Working Hours (in words)

FACTOR B Unit work requirements to be performed on General Projects during Other than Normal Working Hours as ordered by the County in individual work orders against the contract.

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Utilize four decimal places

Bid for General Projects/Other than Normal Working Hours (in words)

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LSBE Yes

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No

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V. RECEIPT OF NOTICE TO BIDDERS:

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