



Ventura County Community College District

PURCHASING DEPARTMENT

DATE: October 26, 2021
TO: All Bidders
FROM: Spencer Herson, Purchasing Specialist
SUBJECT: Addendum 3 – Bid 626, Moorpark College Wayfinding Signage

This addendum is hereby made part of the Contract Documents to the same extent as though it was originally included therein and takes precedence over the original documents. Any pages that have been updated and/or changed must replace the outdated pages that were included in the original package at the time that you submit your bid. **Acknowledge receipt of all addenda on the Bid Form.**

The bid opening remains on **Friday, October 29**. Bids must be received no later than **3:00 p.m.** at 761 E Daily Drive, Suite 200, Camarillo, CA 93010 and properly marked according to the requirements stated in the original packet.

If you choose not to participate in this particular bid, please sign the Bid Proposal stating “no bid” and email or fax it back to me at 805-652-7700.

It is the responsibility of the Bidder to verify that their proposal has been received by the VCCCD Purchasing Department prior to the opening date. Verification of receipt can be made through the listed Purchasing Specialist.

Questions Asked and Answered:

1. Do we have to use concrete bases for the signs or will aluminum frame alternatives be accepted?
 - A. The Bid Proposal has been revised to allow for fabricated aluminum bases as an alternative. The revised Bid Proposal form is attached to addendum 3.
2. There is still demolition listed in the docs, is this supposed to be in there?
 - A. Demolition has been removed from the scope, however, there are some existing letterset signs that are to be removed, conditions patched and replaced with new. Refer to notes on page 39 for specific areas where signs need to be removed.
3. Who is responsible for removing the free standing monuments?
 - A. The District is responsible for removing the free standing monuments.
4. Is there any landscaping the contractor is responsible for?
 - A. The only landscaping responsibility is damage created by the contractor.
5. There is no drawing for E1.3?



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- A. The sign is the same as E1.1 on page 51 except that it doesn't have the insert for the directory.
6. Starting on page 40, there is mention of "Instance A", "Instance B", "Instance C", "Instance D", what does this mean?
 - A. This can be disregarded. These diagrams are different conditions for mounting these signs and it refers to the building materials and sign sizes on pages 44 and 45.
7. How many signs are on each building?
 - A. Signage could be four total on a building, or a building could have two signs on a single face, depending on the building. Signage on buildings is based upon potential sightlines students may have at any given spot on campus – refer to the plans for this information.
8. Sign type K1, how do we know if this is 1 or 2 sided?
 - A. That sign type is always double sided.
9. Will the distance between electrical and signs be provided?
 - A. It is the contractor's responsibility to investigate this information. Google Maps can be a valuable tool in determining these measurements.
10. What are the voltages?
 - A. Voltage varies based on location.
11. What sign type is "ACADEMIC CENTER" lettering?
 - A. This sign type is B5.
12. For the free standing monument at the edge of West Campus at the intersection of University and Collins, where will the power come from?
 - A. The power source will be no further than the nearby light pole.
13. In regards to the same monument in question 12, how will the sign be activated and controlled?
 - A. Activation and control of this sign will be wireless from the building to the sign. The device comes with controller for wireless unit. A local vendor is specified in specs/drawings.
14. The monument sign for the Child Development Center calls for day-night film on the face and also letters with vinyl laminated face. Day-night film is not included anywhere else in the drawings. Is this needed anywhere else or only on the Child Development Center free standing monument?
 - A. Day-night film should be used on monument sign C4-A and C4-B.
15. What is the EATM free standing monument power source?
 - A. The power source will be the closest light pole. This was estimated as 50 ft. by one contractor.



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16. Will there be a power source (+power box at light pole) put in for the EATM monument?
 - A. The contractor is to connect to the nearest light pole.
17. How many phases will there be for this project?
 - A. This project will be done with one continuous phase. There will be coordination between the contractor and the campus while work is being completed.
18. What is the duration of the contract?
 - A. The sample agreement states 120 days. Reasonable changes can be made if needed.
19. Why does the sign on page 14 call for vents and a fan when there isn't a need for them?
 - A. This is an accidental carry over from a previous bid. Neither vents nor fans will be needed for this sign.
20. Is there painting involved with the removal of lettering/signage?
 - A. The only required painting is patchwork where necessary.
21. What is the acceptable means of standoff for signs in the solar panel covered parking lot conduits?
 - A. The proper standoff is Unistruct, "C" channel, depth as needed.
22. At the main north monument located at the entry point of the solar panel parking lot, the drawings call for a sign to be painted but also illuminated?
 - A. Only the sides and back of the monument will be painted.
23. Regarding the same monument as question 22, where is the power coming from?
 - A. Closest light pole.
24. Regarding the same monument as question 22, is the gravel to be provided by the contractor?
 - A. Yes, the decorative gravel is to be provided by the contractor.
25. Is the contractor expected to patch and paint the entire section/square where the sign will be placed?
 - A. No. Only patchwork on any holes is needed.
26. Is the material on the face of each building precast?
 - A. It is mostly precast but there are some that are metal or brick. Performing arts is block, Music is brick.
27. What is the expectation of the contractor in regards to hardscape?



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- A. The contractor must cut pavement and provide footing, and refinish pavement to match existing hardscapes.
28. Do any signs require permits?
A. No. There are no signs that require permits.
29. Is this a DSA project?
A. This is a non-DSA project.
30. On kiosks, are architects providing maps/
A. Yes. The architect will provide the maps. The contractor is responsible for placing the “you are here” indicators on the maps and rotating the maps to “ahead is up” orientation.
31. Will the tactile map on page 60 be provided or is the contractor responsible for obtaining this?
A. The contractor is responsible for procuring the tactile map from Click-and-Go Wayfinding as noted on page 60.
32. Does the tactile map need to be cored?
A. Yes, a footing will need to be cored but no power is needed.
33. Is the bid opening going to be extended?
A. The bid opening was extended by 1 week to October 29th at 3:00 p.m. The final day for questions was also extended 1 week to October 22nd at 5:00 p.m. No further extension of bid opening is scheduled.
34. Will specifications and drawings be updated or will there be an addendum with corrections?
A. You will find revisions to pages 8, 10, 13, 14, and 40-43 in the link provided on the purchasing website (<https://purchasing.vcccd.edu/bids-and-agreements/626>).
35. How many DV3 signs are needed?
A. For DV3, one of each sign is needed as shown on page 19.
36. Regarding sign type C2 on pages 7-9, the section of the sign to read “college” on page 7 specification calls for push thru internal illuminated letters but on page 8 and 9 it calls for 2” deep side lit fabricated letters similar to Colite’s signature LED stud mounted to front panel. Please advise which is correct.
A. Page 7 is incorrect. Please follow specs on pages 8 and 9.
37. Regarding sign type K1 on page 32, please confirm that all signs are with double sided graphic.
A. All kiosks are double sided.



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38. Sign type K1 on page 32, please confirm that all maps and graphics are identical except for “you are here” positions or are maps oriented by physical location (rotated map).
- A. All maps are identical except for the “you are here” location and the orientation maps. Bidders will be given the working digital art and should adjust the “you are here” and the rotation so that it is readable “ahead is up”.
39. Regarding sign type B5 on page 39, could you provide us with the full name of all 37 buildings?
- A. See below:

B5	1	HIGH SCHOOL
B5	2	COMMUNICATIONS
B5	3	KINESIOLOGY/HEALTH
B5	4	CHILD DEVELOPMENT CENTER
B5	5	GYMNASIUM
B5	6	ACADEMIC CENTER
B5	7	ACADEMIC CENTER
B5	8	ACADEMIC CENTER
B5	9	CAMPUS CENTER
B5	10	APPLIED ARTS
B5	11	APPLIED ARTS
B5	12	STUDENT SERVICES ANNEX
B5	13	TECHNOLOGY BUSINESS
B5	14	TECHNOLOGY BUSINESS
B5	15	HEALTH SCIENCES CENTER
B5	16	LIFE SCIENCES/MATHEMATICS/COMPUTER SCIENCES



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B5	17	HEALTH SCIENCES CENTER
B5	18	PHYSICAL SCIENCES
B5	19	LIFE SCIENCES/MATHEMATICS/COMPUTER SCIENCES
B5	20	PHYSICAL SCIENCES
B5	21	LIBRARY/LEARNING RESOURCES
B5	22	LIBRARY
B5	23	PHYSICAL SCIENCES
B5	24	FOUNTAIN HALL
B5	25	PHYSICAL SCIENCES
B5	26	FOUNTAIN HALL
B5	27	HUMANITIES/SOCIAL SCIENCES
B5	28	MUSIC
B5	29	FOUNTAIN HALL
B5	30	FOUNTAIN HALL
B5	31	HUMANITIES/SOCIAL SCIENCES
B5	32	PERFORMING ARTS
B5	33	ADMINISTRATION
B5	34	PERFORMING ARTS
B5	35	ADMINISTRATION
B5	36	ACADEMIC CENTER
B5	37	HEALTH SCIENCES CENTER



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40. Regarding sign type DC on page 58, please provide material size, detail drawing and location of sign number 1 noted on schedule.
- A. This is provided on page 59 in the lower right corner of the page.
41. Section 00800 Special Conditions of the bid packet has contradictions. 1.02F contradicts 1.02A which also contradicts 1.02C. Please clarify.
- A. Section 1.02F is intended for the contractor to assess liquidated damages against the district; this section does not contradict either of the previous two sections and is not applicable for this bid. Section 1.02A deals with liquidated damages related to “substantial completion” which is different from section 1.02C which deals with liquidated damages related to “final completion”.
42. The 120 day timeframe for substantial completion after the Notice to Proceed is not long enough to complete this project. Can the substantial completion of the contract time be increased to 240 days?
- A. As stated in a previous question, reasonable accommodations can be made with respect to extending the length of the contract. A length of time over the 120 days stated in the contract is currently not approved; however, the awarded contractor and the District can make a determination if more time is required.
43. Sign A2-6: What is the size of this sign?
- A. This sign will replace the existing Griffin Stadium sign, approximately 13x3 ft. Include the cost of taking the existing sign down and patching the wall.
44. Sign C1.A: Need to confirm that “Moorpark” letter returns are painted P4, not faces of letters painted P4.
- A. There is no sign with code C1.A. On sign C2, only returns are painted P4.
45. Sign C1.B: Need to confirm that side lit letters and push thru letters to have day/night vinyl applied to faces, not faces of letters painted P8.
- A. There is no sign with code C1.B. Day/night film is not used when letters are painted P8.
46. Sign P1, page 25: Provide more info on small lower overflow parking ID plaque.
- A. The overflow parking sign is detailed on page 28.
47. Signs B5-11, B5-14, B5-21, B5-27, B5-28, and B5-31 & B5-35: Confirm exact install location for these letters, missing from page 39.
- A. The exact locations are to be determined at a later date. See locations with link provided on purchasing website (<https://purchasing.vcccd.edu/bids-and-agreements/626>):
- B5-11 – Install on north wall of Applied Arts building as noted



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- B5-14 – Install on north wall right of entry of Technology Business building as noted
- B5-21 – Install centered on concrete band between glazing on round structure of Library building
- B5-27 – Install on face of overhang as shown
- B5-28 – Install on brick flushed with top edge of building
- B5-31 – Install on wall and replace existing letters as shown
- B5-35 – Install on wall next to entry as shown

- 48. Signs B5-4, B5-5, B5-6, B5-7, B5-8 regarding renderings on Pages 40, 41, 42: Rendering shows new letters at bottom of wall, location is called out on page 39 as “install where existing letters are”, existing letters are currently located at top of wall. Need to confirm which location is correct for new letter install.
 - A. Please disregard pages 40-43.
- 49. Signs EI.1-8, EI.1-27, and EI.-1.30: Need to confirm that these 3 signs are the only signs that will mount directly to the glass. Provide spec’s for glass mounted building entrance signs.
 - A. Correct. Please use Frosted Cut vinyl Film-Dusted Crystal.
- 50. Is the following verbiage correct:

Moorpark College - Building IDs		
Sign #	Verbiage	Bldg Location
B5-1	High School @ MC	HI
B5-2	Communications	CO
B5-3	PE Annex	PE
B5-4	Child Development	CD
B5-5	Gymnasium	GM
B5-6	Academic Center	AC
B5-7	Academic Center	AC
B5-8	Academic Center	AC
B5-9	Campus Center	CC
B5-10	Applied Arts	AA



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B5-11	Applied Arts	AA
B5-12	Student Services	SS
B5-13	Technology Business	TB
B5-14	Technology Business	TB
B5-15	Health Science	HS
B5-16	Life Science/Mathematics Computer Science	LM
B5-17	Health Science	HS
B5-18	Physical Science	PS
B5-19	Life Science/Mathematics Computer Science	LM
B5-20	Physical Science	PS
B5-21	Library Learning	LL
B5-22	Library Learning	LL
B5-23	Physical Science	PS
B5-24	Fountain Hall	FH
B5-25	Physical Science	PS
B5-26	Fountain Hall	FH
B5-27	Humanities Social Science	HM

A. Please refer to question 39 for this answer.

51. For the audited financial statements. Can we have our controller submit these via email to the point of contact on the bid date? We were allowed to submit this way on our previous submittal in May due to the fact that our company's financials are held at our parent company in Wisconsin.

A. Per the Statement of Bidder's Qualifications, item 1.02, audited financial statements must be submitted with the bid response.

BID PROPOSAL

Section 00210

TO: VENTURA COUNTY COMMUNITY COLLEGE DISTRICT, a California Community College District, acting by and through its Board of Trustees ("District"), at 761 E. Daily Drive, Suite 200, Camarillo, CA 93010.

FROM:

(Name of Bidder - as listed on License)

(Address)

(City, State, Zip Code)

(Telephone)

(Fax)

(E-Mail Address)

(Name(s) of Bidder's Authorized Representative(s) and Title)

(Date)

1.01 Bid Proposal

A. Bid Proposal Amount

Pursuant to and in compliance with the Notice to Contractors Calling for Bids, the Instructions for Bidders and the other documents relating thereto, the undersigned Bidder, having reviewed the Instructions for Bidders and all other Contract Documents and upon compliance with all requirements therein with reference to the submittal of this Bid Proposal, hereby proposes and agrees to perform the Contract including, without limitation, all of its component parts; to perform everything required to be performed; to provide and furnish any and all of the labor, materials, tools, equipment, applicable taxes, and services necessary to perform the work of the Contract in strict compliance with the Contract Documents and complete in a workmanlike manner all of the Work required for the Project described as:

Bid 621 Moorpark College Wayfinding Signage

**Base Bid Amount
(Concrete Bases)**

\$

(Total bid amount in figures)

(Total bid amount in words)

**Base Bid Amount - Alternate 1:
(Fabricated Aluminum Bases)**

\$

(Total bid amount in figures)

(Total bid amount in words)

B. Acknowledgment of Bid Addenda

In submitting this Bid Proposal, the undersigned Bidder acknowledges receipt of all Bid Addenda issued by or on behalf of the District, as set forth below. The Bidder confirms that this Bid Proposal incorporates and is inclusive of, all items or other matters contained in Bid Addenda.

_____ **No Addenda Issued**
(initial)

_____ **Addenda Nos. _____ received, acknowledged and**
(initial) **incorporated into this Bid Proposal.**

1.02 Rejection of Bid; Holding Open of Bid

It is understood that the District reserves the right to reject this Bid Proposal and that this Bid Proposal shall remain open and not be withdrawn for the period of time specified in the Call for Bids, except as provided by law.

1.03 Documents Comprising Bid Proposal

The undersigned Bidder has submitted as its Bid Proposal the following: Bid Proposal (00210), List of Subcontractors (00215), Non-Collusion Affidavit (00220), Statement of Bidder’s Qualifications (00240), Bid Security (Cash, Cashier’s Check, Certified Check or Bid Bond (00260) and Verification of DIR Registration.

The Bidder acknowledges that if this Bid Proposal and the foregoing documents are not fully in compliance with applicable requirements set forth in the Call for Bids, the Instructions for Bidders and in each of the foregoing documents, the Bid Proposal may be rejected as non-responsive.

1.04 Award of Contract

It is understood and agreed that if written notice of the acceptance of this Bid Proposal and award of the Contract thereon is mailed or delivered by the District to the undersigned after the opening of Bid Proposals and within the time this Bid Proposal is required to remain open or at any time thereafter before this Bid Proposal is withdrawn, the undersigned will execute and deliver to the District the Agreement in the form attached hereto in accordance with the Bid Proposal as accepted within seven (7) calendar days after notification of acceptance and award. Concurrently with delivery of the executed Agreement to the District, the Bidder awarded the Contract shall deliver to the District: (1) the Labor and Material Payment Bond; (2) the Performance Bond; (3) the Drug-Free Workplace Certificate; (4) Certificates of Insurance evidencing all insurance coverages required to be provided under the Contract Documents; and (5) the Certificate of Workers’ Compensation Insurance. The Work under the Contract Documents shall be commenced by the undersigned Bidder, if awarded the Contract, on the date stated in the District's Notice to Proceed issued pursuant to the Contract Documents.

Completion of the Work and all Interim Milestones shall be achieved within the Contract Time and Interim Milestones specified in the Contract Documents.

1.05 Notices

All notices or other correspondence shall be addressed to the District and the Bidder at their respective addresses set forth herein. Notices shall be effective only if in writing and in conformity with the requirements for service of notices set forth in the Contract Documents.

1.06 Contractor's License

The undersigned Bidder is currently and duly licensed in accordance with the California Contractors License Law, California Business & Professions Code §§7000 et seq., under the following:

License Number: _____
Class _____ Expiration Date _____ Class _____ Expiration Date _____
Class _____ Expiration Date _____ Class _____ Expiration Date _____

DIR Registration Number: _____ Expiration Date: _____

By executing this Bid Proposal, the Bidder hereby certifies that: (a) it is duly licensed, in the necessary class(es), for performing the Work of the Contract Documents; (b) that such license shall be in full force and effect throughout the duration of the performance of the Work under the Contract Documents; and (c) that all Subcontractors providing or performing any portion of the Work of the Contract Documents shall be so similarly and appropriately licensed to perform or provide such portion of the Work.

1.07 Designation of Subcontractors

In compliance with the Subletting and Subcontracting Fair Practices Act (California Public Contract Code §§4100, et seq.) and amendments thereof, each Bidder shall set forth in the Subcontractors List: (a) the name and location of the place of business of each Subcontractor who will perform work or labor or render services to the Bidder in or about the construction of the Work to be performed under the Contract Documents in an amount in excess of one-half of one percent (0.5%) of the Bidder's Bid Proposal; and (b) the trade and/or portion of the Work which will be performed by each listed Subcontractor. The Bidder shall list only one Subcontractor for each trade and/or portion of the Work as is defined by the Bidder in its Bid Proposal. If a Bidder fails to list a Subcontractor for a portion of the work in excess of one-half of one percent (0.5%) of the Bidder's Bid Proposal or if the Bidder specifies more than one Subcontractor for the same portion of Work to be performed under the Contract Documents valued in excess of one-half of one percent (0.5%) of the Bidder's Bid Proposal amount, the Bidder shall be deemed to have agreed that it is fully qualified to perform that portion of the Work itself and that it shall perform that portion of the Work.

1.08 Confirmation of Figures

By submitting this Bid Proposal, the Bidder confirms that it has checked all of the above figures and understands that neither the District nor any of its agents, employees or representatives shall be responsible for any errors or omissions on the part of the undersigned Bidder in preparing and submitting this Bid Proposal. All amounts will be entered on the proposal in the written amount and listed in figures. In the event there is a discrepancy between the bidder's written amounts and figures, the written amount will prevail.

1.09 Acknowledgment and Confirmation

The undersigned Bidder acknowledges its receipt, review and understanding of the Drawings, the Specifications and other Contract Documents pertaining to the proposed Work. The undersigned Bidder certifies that the Contract Documents are, in its opinion, adequate, feasible and complete for providing, performing and constructing the Work in a sound and suitable manner for the use specified and intended by the Contract Documents. The undersigned Bidder certifies that it has, or has available, all necessary equipment, personnel, materials, facilities and technical and financial ability to complete the Work for the amount bid herein within the Contract Time and in accordance with the Contract Documents. The undersigned Bidder certifies that its bid amount includes funds sufficient to allow the Bidder to comply with all applicable local, state and federal laws and regulations governing the labor and services to be provided for the performance of the Work of the Contract and shall indemnify, defend and hold District harmless from and against any and all claims, demands, losses, liabilities and damages arising out of or relating to Bidder's failure to comply with applicable law in this regard.

By: _____
(Signature & Date)

(Corporate Seal)

(Typed or Printed Name of Bidder's Authorized Representative)

Title: _____

Date: _____

[End Of Section]