

# **REQUEST FOR PROPOSALS**

## ***FOUNDATION REPLACEMENT FOR COMMITTAL CENTER***

**PROPOSALS MUST BE RECEIVED BY 2:00 P.M.  
ON WEDNESDAY, OCTOBER 13, 2021**



**EL SINORE VALLEY CEMETERY  
18170 COLLIER AVENUE  
LAKE EL SINORE, CA 92530**

**ELSINORE VALLEY CEMETERY DISTRICT**  
**Request for Proposals**

**FOUNDATION REPLACEMENT FOR COMMITTAL CENTER**

**This is a PREVAILING WAGE Project**

Date:	October 08, 2021
Project Name:	Cement Foundation Project
Proposal Due Date:	Wednesday, October 13, 2021
Time:	No Later Than 2:00 P.M.

**Proposals must be submitted to:**

**Elsinore Valley Cemetery District  
Attention Acting District Manager, Stephanie Garcia  
18170 Collier Avenue  
Lake Elsinore, CA 92530**

**Due Date and Delivery**

Proposals must be for the entire scope of services outlined in this RFP. Incomplete proposals will not be considered. The proposer shall submit a package clearly marked on the outside as "CONCRETE FOUNDATION PROJECT". The package should contain the following:

Six (6) bound copies of the printed proposal in a separate sealed envelope clearly marked "Proposal";

Six (6) printed and bound copies of the cost proposal in a separate sealed envelope clearly marked "Sealed Cost Proposal"; and a signed W-9.

Proposals must be received by deadline listed above. Submissions received after this deadline will be rejected. Submissions by facsimile or electronic mail will not be accepted.

Request for bids – Elsinore Valley Cemetery District, located at 18170 Collier Avenue, Lake Elsinore, CA 92530, is seeking proposals for a project including the replacement of the cement foundation in the committal center.

**NOTICE:** Return this specification sheet to Elsinore Valley Cemetery District, 18170 Collier Avenue, Lake Elsinore, CA 92530. Attention: Stephanie Garcia, in a sealed envelope clearly marked: "Bids for Elsinore Valley Concrete Foundation Project – DO NOT OPEN", no later than **October 13, 2021, at 2:00 P.M.** with the completed Bid Proposal Sheet.

**GENERAL PROVISIONS**

1. Bids must be prepared on the approved form and submitted in a sealed envelope plainly marked on the outside.
2. No bid will be accepted from a contractor who has not been licensed in accordance with the provisions of the Business and Professional Code. The successful contractor and its subcontractors must be licensed.
3. Contractor must provide proof of liability insurance coverage of at least \$1 million prior to start of work.



4. Contractor must provide proof of Workers' Compensation coverage prior to start of work.
5. Any contract entered into with the Elsinore Valley Cemetery District ("District") pursuant to this notice will incorporate the provisions of the State Labor Code.
6. The ("District") reserves the right to reject any or all bids, to waive any irregularity, and to take all bids under advisement for a period of thirty days.
7. All costs for this project must be provided on the attached PROPOSAL FORM. Bid costs not provided on this form may not be considered by the ("District") when evaluating proposals.
8. Contractor must comply with all Federal, State, and Local and Owner fire and safety requirements.
9. Upon job completion, a final inspection shall be made by a designated representative of the Elsinore Valley Cemetery. No payment will be authorized for the work done until such inspection has been made, and all work is found to have been performed in accordance with the specifications of the City of Lake Elsinore and the Elsinore Valley Cemetery District.
10. All change orders, additions to, or deletions from the specifications shall only be considered through a written request. The ("District") is the sole authority regarding change orders and the contractor shall not change, alter, or delete, in any manner, any portion of these specifications without prior written approval.

#### **Description of Work/Specification(s)**

Replacement of current concrete foundation that is located in the committal center.

1. Remove current concrete foundation in committal center.
2. Replace concrete floor of committal center.
3. Base thickness is to be determined when existing asphalt is removed; *may* require 4 inches.
4. Approximate dimensions are 24' x 40'
5. Design may be stamped concrete or plain slab
6. Final design will be approved in writing by a Elsinore Valley Cemetery representative.

#### **Accommodation of Operations**

During the construction period, the cemetery grounds must continue to be accessible to the public. Appropriate measures must be taken to minimize dust and noise.

No construction will be permitted on weekends.

No construction equipment will be allowed to stay on the grounds and must be removed daily.

The Cemetery gate automatically opens and closes at 8:00 A.M. - 5:00 P.M.

Staff is available from 7:00 A.M. – 2:30 P.M.

#### **Time for Completion**

The contractor shall complete all work in every detail within thirty (30) working days after the Notice to Proceed.

#### **Questions**

By teleconference appointment only – (951) 674-2418.

# Elsinore Valley Cemetery District

## BID PROPOSAL SHEET

Niche Wall(s) Project – 18170 Collier Avenue, Lake Elsinore

The undersigned BIDDER hereby proposes to furnish all materials, equipment, tools, labor, and incidentals required for the above-stated project as set forth in the specifications and to perform all work in the manner and time prescribed therein.

BIDDER declares that this proposal is based upon careful examination of the work site, specifications, and general provisions. If this proposal is accepted for aware, BIDDER agrees to enter into a written contract with Elsinore Valley Cemetery District at the price set forth in the Bid Proposal Sheet.

BIDDER understands that a bid is required for the entire work, that the items set forth in the Bid Specifications are solely for the purpose of comparing bids, and that final compensation under the contract will be based upon the actual amount of work satisfactorily completed. THE DISTRICT RESERVES THE RIGHT TO INCREASE OR DECREASE THE AMOUNT OF ANY QUANTITY SHOWN AND TO DELETE ANY ITEM FROM THE CONTRACT. It is agreed that the bid price includes all appurtenant expenses, taxes, royalties, and fees.

BIDDER understands that if awarded the contract, a 10 percent retention of the total bid price will be held for at least a period of 35 days while the Notice of Completion is filed and recorded, thereby complying with state law.

Bids must be submitted to Elsinore Valley Cemetery District no later than October 13, 2021, at the hour of 2:00 P.M., at the following address:

**Attention: Stephanie Garcia, Acting District Manager**  
**Elsinore Valley Cemetery District**  
**18170 Collier Avenue**  
**Lake Elsinore, CA 92530**

The undersigned hereby proposes and agrees to provide services in accordance with the attached General Provisions and Specification at the stated price: \$ \_\_\_\_\_

Signature of Bidder: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Bidder's Contractor License Number: \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2021.