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**CITY OF SAN BRUNO**  
**San Mateo County, California**

NOTICE INVITING SEALED BID PROPOSALS FOR

**PROJECT TITLE**  
**Project No. XXXXX**

1. **NOTICE:** The City of San Bruno (the "City") will receive sealed bids on the proposal forms furnished by the City and in accordance with the plans and specifications on or before **(Day of Week, Date, Time)** by the Office of the City Clerk, located at 567 El Camino Real, San Bruno, California 94066, for the following public work:
  
2. **PROJECT DESCRIPTION:**  
The work includes, but is not limited to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
All work items shall be constructed in accordance with the contract plans and specifications. Bidding Documents contain the full description of the Work.
  
3. **STATEMENT OF QUALIFICATIONS:** Each Bidder shall be required to submit, in accordance with Document 00 21 00 (Instructions to Bidders) and Document 0045 13 (Statement of Qualifications (SOQ) for Construction Work), a Statement of Qualifications.
  
4. **CONTRACT TIME:** All work under this contract shall be completed within \_\_\_\_\_ Working or Calendar days from the Notice to Proceed effective date. The City shall assess liquidated damages in the amount of \$\_\_\_\_\_ per Working or Calendar day for delays in completion of the project, as provided in the Contract Documents.
  
5. **REQUIRED CONTRACTOR'S LICENSE(S):** A California Class "\_\_\_" contractor's license is required to bid on this contract. Joint ventures must secure a joint venture license prior to award of this Contract.
  
6. **MANDATORY PRE-BID CONFERENCE:** The City will conduct a mandatory Pre-Bid Conference on **(Day of Week, Date, Time)** at \_\_\_\_\_. Please RSVP to 650-616-7065. The Pre-Bid Conference is estimated to last approximately one hour. Only those contractors who attend the Pre-Bid Conference will be allowed to submit bids for this project.
  
7. **PROCUREMENT OF BIDDING DOCUMENTS:** Bidders may obtain bidding documents from the Public Services Department, Engineering Division, located at 567 El Camino Real, San Bruno, California 94066, for the cost of \_\_\_\_\_ **dollars (\$00.00), or** \_\_\_\_\_ **dollars (\$00.00)** if mailed. For information pertaining to the bidding documents,

please contact the Public Services Department, Administration & Engineering at (650) 616-7065.

8. **INSTRUCTIONS:** Bidders shall refer to Document 00 21 00 (Instructions to Bidders) for required documents and items to be submitted in sealed envelopes for deposit at the Office of the City Clerk, 567 El Camino Real, San Bruno, California 94066, no later than the time and date set forth in Paragraph 1 above.
9. **BID SECURITY:** Cash, cashier's check or certified check, payable to the order of the City of San Bruno, of not less than ten percent (10%) of the bid, or a bond in said amount payable to the City of San Bruno and signed by the Bidder and a corporate surety shall accompany the bid.
10. **BID PREPARATION COST:** Bidders are solely responsible for the cost of preparing their bids.
11. **SUBSTITUTION OF SECURITIES:** The City will permit the successful bidder to substitute securities for any retention monies withheld to ensure performance of the contract, as set forth in Document 00 61 16 (Escrow Agreement For Security Deposits In Lieu Of Retention) and fully incorporated herein, in accordance with Section 22300 of the California Public Contract Code.
12. **PREVAILING WAGE LAWS:** The successful bidder must comply with all prevailing wage laws applicable to the project, and related requirements contained in the contract documents.
13. **SUBSTITUTIONS:** Bidders must base their bids on products and systems specified in the contract documents or listed by name in the addenda. Except as provided below, the City will consider substitution requests only for "or approved equal items." Bidders wanting to use "or approved equal items" may submit Document 00 43 25 (Substitution Request Form) no later than 7 days after the issuance of the Notice of Award. **[Need to insert here any restrictions on "or equal" substitution rights-- if none, insert "Exception- NONE"]**.
14. **RESERVATION OF RIGHTS:** The City specifically reserves the right, in its sole discretion, to reject any or all bids, to re-bid, or to waive inconsequential defects or minor irregularities in the bids not involving time, price or quality of the work.
15. **QUESTIONS** regarding the Project Plans or Specifications, bid process, and contractual issues may be directed to \_\_\_\_\_, Title, at (650) 616-7065.

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