



## Peralta Community College District

### INVITATION FOR BID

#### **Bid No.: 11-12/ 23 District Wide Access Control and Alarm Monitoring System (Re-bid)**

The Peralta Community College District, Oakland, California, through the Office of Purchasing Department, is hereby requesting sealed bids for the above mentioned work.

The successful bidder (Contractor) will be required to furnish all labor, material, equipment, and supplies to complete the work. The Contractor must also pay all applicable taxes and provide required insurance, permits and bonding.

#### **General Bid Information**

<b>Bid Description</b>	<b>Replacement of existing Access Control and Alarm Monitoring System</b>
<b>Bid Type</b>	<b>Public Works (Prevailing Wage and Project Labor Agreement)</b>
<b>Bid Number</b>	<b>11-12/ 23</b>
<b>Project Number</b>	
<b>Bid Issued</b>	<b>June 11, 2012</b>
<b>Department</b>	<b>Capital Projects</b>
<b>Mandatory Site Visit Date</b>	<b>June 21, 2012</b>
<b>Site Visit Location</b>	<b>Department of General Services 333 8<sup>th</sup> Street Oakland, CA 94606</b>
<b>Project Duration</b>	<b>60 days</b> This project is to be completed within the above number of calendar days from the date that the District issues a Notice to Proceed.
<b>Liquidated Damages</b>	<b>\$1,000 per day</b> The Contractor agrees to pay the District the above amount per calendar day in the event that the Contractor fails to complete the Contract within the Project Duration indicated above.
<b>Scheduled Publication Dates</b>	<b>June 7, 2012; June 13, 2012</b>
<b>Bid Due Date</b>	<b>July 10, 2012 at 2:00 p.m.</b> Bids are opened at the bid submittal address 15 minutes after they are due. See "Instructions for Submitting Bids" later in this document.

## Instructions for Submitting Bids

<b>Submittal Address</b>	Peralta Community College District Purchasing Department Attn: Marie Hampton 501 5 <sup>th</sup> Avenue Oakland, CA 94606 (510) 466-7225
<b>Submittal Copies</b>	One (1) Original
<b>Submittal Envelope Requirements</b>	Bids must be <u>sealed</u> and have the following information <u>clearly marked</u> and visible on the outside of the envelope: <ul style="list-style-type: none"><li>• Bid Number</li><li>• Name of Your Company</li><li>• Address</li><li>• Phone Number</li></ul>
<b>Late Submittals</b>	Proposals received after the time and date stated above shall be returned unopened to the vendor.

## Questions about the Bid or Requests for Information

Questions and or Requests for Information (RFI) must be submitted in writing and can be submitted by fax or email as follows:

<b>Primary Contact</b>	<b>Robert Beckwith, Director of Facilities</b> <b>Fax: (510) 587-7882</b> <b>Email: rbeckwith@peralta.edu</b>
<b>Question/ RFI Due Date</b>	<b>June 26, 2012 at 4:00 p.m.</b>  Please submit questions as soon as possible. No questions regarding the specifications will be responded to after the above date. All pertinent questions will be responded to and answered in writing no later than the Response Date listed below.
<b>Response Date</b>	<b>June 29, 2012</b>  All pertinent questions will be responded to <b>via addendum</b> faxed or emailed to all prospective bidders, and or posted at the District's website. Bidders who did not receive a copy of the addendum should download it from the District's website. See "How to Obtain Bid Documents" section for our web address. All addendums must be acknowledged on the bid form.

## How to Obtain Bid Documents

Bid documents may be obtained from the location(s) indicated in the table below:

Available	Location
<b>No</b>	Peralta Community College District Purchasing Department 501 5 <sup>th</sup> Avenue Oakland, CA 94606 Monday through Friday 9:00 AM to 4:00 PM (510) 466-7225
<b>Yes</b>  (available for downloading)  Note: Drawings are not scalable/ full size. For the scalable drawings, please purchase them from Ford Graphics.	Website: <a href="http://www.peralta.edu">www.peralta.edu</a>  Click "Service Centers", then click "Purchasing" and then click "Current Bids, RFPs and RFQs" to download the bid packet.
<b>Yes</b>  (available for purchase)  Note: The Bid and Contract Documents are available at Ford Graphics for a non-refundable payment of the cost of reprographics and shipping per set. Payment shall be made to Ford Graphics.	Ford Graphics 2210 Magnolia Street Oakland, CA 94607 Tel. 510- 451-9060 Fax 510- 595-2383 <a href="http://www.fordgraphics.com">www.fordgraphics.com</a> Email: <a href="mailto:fgoakland@fordgraphics.com">fgoakland@fordgraphics.com</a> Attn: Christina
<b>Yes</b>  (available for viewing)	Builders Exchange of Alameda 3055 Alvarado Street San Leandro, CA 94577 Tel. 510-483-8880 Fax 510-352-1509 Email: <a href="mailto:beac@beac.com">beac@beac.com</a> Attn: Jan Sanchez
<b>Yes</b>  (available for viewing)	McGraw Hill Construction 11875 Dublin Blvd., Suite A118 Dublin, CA 94565 Tel. 925-833-9750 Fax 925-833-9754 Email: <a href="mailto:Gerry_mccarthy@mcgraw-hill.com">Gerry_mccarthy@mcgraw-hill.com</a> Attn: Gerry McCarthy

## Full Opportunity

The Peralta Community College District hereby affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE) and Small Emerging Local Business Enterprise (SELBE) shall be afforded full opportunity to submit bids in response to this notice and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation or religion in any consideration leading to the award of contract.

*No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination in any consideration leading to the award.*

Peralta Community College District reserves the right to reject any or all bids, to waive any irregularities or informalities not affected by law, to evaluate the bids submitted and to award the contract according to the proposal which best serves the interests of Peralta Community College District.

David Imada, Director of Purchasing and Contracts

## Attachments

Title		Must Be Returned with Bid
1	Instruction to Bidders	
2	Prevailing Wage Determination and Project Labor Agreement	
3	Bid Form	Yes
4	Subcontractor List Form	Yes
5	Bid Bond	Yes, or a Check
6	Non-Collusion Affidavit	Yes
7	Small Local Business Enterprise/ Small Emerging Local Business Enterprise Program	
8	SLBE/SELBE Self Certification Affidavit	Yes
9	Vendor's Questionnaire And Certificate By Compliance	Yes
10	Environmentally Sustainable Procurement-- Construction	Yes
11	Certificate Regarding Workers' Compensation	Yes
12	Statement of Equal Employment Opportunity	Yes
13	Performance Bond	Required after Award
14	Payment Bond	Required after Award
15	Contract	Required after Award
16	Bid Protest Procedures	
17	PCCD Construction Debris Reporting Requirements	
18	Construction Protocol Procedures	
19	Final Cleaning Requirements	
20	Post Bid Interview	Require after selection of Bidder

## Enclosures

Title
Performance Specifications



## Peralta Community College District

### INSTRUCTIONS TO BIDDERS

#### **Bid Proposals:**

No bid proposals shall receive consideration by the Peralta Community College District (hereinafter "District") unless made in accordance with the following instructions:

1. **Deadline For Receipt of Proposals.** Bid proposals must be sealed and filed at the office of the Director of Purchasing located at 501 5<sup>th</sup> Avenue, Oakland, California, 94606 no later than the time specified in the invitation. The District suggests that bids be hand delivered in order to ensure their timely receipt. Any bids received after the time stated shall not be opened and shall be returned, sealed, to the bidder.

2. **Bidders Conference.** A mandatory bidders conference will be held on the date specified in the invitation., for the purpose of acquainting all prospective bidders with the bid documents. It is imperative that all prospective bidders attend this conference. Failure to attend the conference may disqualify a non-attending bidder from the bid. Following this meeting, a mandatory site review will be conducted to acquaint bidders with the project.

3. **Requests for Information.** Any questions relative to the bid should be in writing and directed to the Architect or his or her designee at the address specified for receipt of bid proposals.

4. **Bid Proposal Forms.** Bid proposals must be made on a form obtained from the District. All items on the form should be filled out. Numbers should be stated in figures, and the signatures of all individuals must be in long hand. The completed form should be without interlineations, alterations, or erasures.

5. **Execution of Forms.** Each bid must give the full business address of the bidder and must be signed by the bidder with his or her authorized signature. Bids by partnerships must furnish the full names of all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters. Bids by corporations must be signed with the legal name of the corporation, followed by the signature and designation of the president, secretary, or other person authorized to bind the corporation in this matter. The name of each person signing shall also be typed or printed below the signature. When requested by the District, satisfactory evidence of the authority of the officer signing on behalf of the corporation shall be furnished. A bidder's failure to properly sign required forms may result in rejection of the bid. All bids must include the bidder's California contractor's license number and expiration date.

6. **Bid Security.** Bid proposals should be accompanied by a cashier's check or bidder's bond for an amount not less than ten percent (10%) of the bid amount. The cashier's check or bid bond shall be made payable to the order of the District. If the bid bond accompanies the proposal, the bond shall be secured by an admitted surety company, licensed in the State of California, satisfactory to the District. The cashier's check or bond shall be given as a guarantee that the bidder will enter into the contract if awarded the work, and in the case of refusal or failure to enter into the contract within ten (10) calendar days after notification of the award of the contract, the District shall have the right to award to another bidder. If the bidder fails or refuses to timely enter into the contract, the District reserves the right to declare the bid bond forfeited and to pursue all other remedies in law or equity relating to such breach including, but not limited to, seeking recovery of damages for breach of contract. Failure to provide bid security, or bid security in the proper amount, will result in rejection of the bid.

7. **Withdrawal of Bid Proposals.** Bid proposals may be withdrawn by the bidders prior to the time fixed for the opening of bids, but may not be withdrawn for a period of forty-five (45) calendar days after the opening of bids.

8. **Addenda or Bulletins.** Any addenda or bulletins issued during the time of bidding shall form a part of the drawings and specifications issued to bidders for the preparation of their proposals and shall constitute a part of the Contract Documents. No addendum will be issued on such requests received later than five (5) calendar days before the scheduled opening of bids.

9. **Award of Contract.** The District reserves the right to reject any and all bid proposals to contract work with whomever and in whatever manner the District decides, to abandon the work entirely and to waive any informality or non-substantive irregularity as the interest of the District may require.

10. **Bonds.** The successful bidder shall be required to submit payment and performance bonds as specified in the Contract Documents. All required bonds shall be calculated on the maximum total purchase price. A bidder's failure to submit the bonds requested shall result in rejection of the bid proposal.

11. **Rejection of Bids and Award of Contract.** The District reserves the right to waive any irregularities in the bid and the right to accept or reject any and all bids, or to accept or reject any portion or combination thereof, or award on the basis of the total bid, when to do so is in its own best interest. The Contract will be awarded within forty-five (45) calendar days after opening of Bids to the lowest responsible Bidder complying with the requirements of the Contract Documents, subject to Governing Board approval. The time for awarding the Contract may be extended by the District with the consent of the lowest responsible Bidder.

12. **Execution of Contract.** The successful bidder shall, within ten (10) calendar days of notice of award of the contract, sign and deliver to the District, without exception, the executed District contract along with the bonds and certificates of insurance required by the Contract Documents. In the event the bidder to whom an award is made fails or refuses to

execute the contract within ten (10) calendar days from the date of receiving notification that the contract has been awarded to the bidder, or fails to provide the required bonds and certificates, the District may declare the bidder's bid deposit or bond forfeited as damages caused by the failure of the bidder to enter into the contract, and may award the work to the next lowest responsible bidder, or may reject all bids and, at its sole discretion, call for new bids.

13. Drawings and Specifications. Each bidder shall be required to return to the District all drawings and specifications in an unutilized condition and without any marks or annotations. All drawings, specifications and other documents used or prepared during the project shall be the exclusive property of District.

14. Evidence of Responsibility. Upon the request of the District, a bidder shall submit promptly to the District satisfactory evidence showing the bidder's financial resources, the bidder's experience in the type of work being required by the District, the bidder's organization and workforce available for the performance of the contract and any other required evidence of the bidder's qualifications to perform the proposed contract. The District may consider such evidence before making its decision awarding the proposed contract. Failure to submit evidence of a bidder's responsibility to perform the proposed contract may result in rejection of the bid.

15. Taxes. Taxes shall be included in the bid prices.

16. Bid Exceptions. The taking of bid exceptions or providing false, incomplete or unresponsive statements may result in the disqualification of the bid.

17. Discounts. Any discounts which the bidder desires to provide the District must be stated clearly on the bid form itself so that the District can calculate properly the net cost of the bid proposal. Offers of discounts or additional services not delineated on the bid form will not be considered by the District in the determination of the lowest responsible bidder.

18. Quantities. The quantities shown are approximate. The District reserves the right to increase or decrease quantities as desired.

19. Prices. Bidders must quote prices F.O.B. unless otherwise noted. Prices should be stated in the units specified and bidders should quote each item separately.

20. Samples. On request, samples of the products being bid shall be furnished to the District at no cost to the District.

21. Special Brand Names. In describing any item, the use of a manufacturer or special brand, except in those instances where the product is designated to match others in use on a particular public improvement either completed or in the course of completion, does not restrict bidding to that manufacturer or special brand, but is intended only to indicate quality and type of item desired. Bidders may furnish any material, product, thing or service of comparable quality or utility. If a bidder is requesting substitution of "an equal" item, the make and grade of the article on which the bid is submitted must be stated in the bid proposal and illustrations and catalogue information submitted. The District reserves the right to make all decisions on product and vendor selection.

22. Container Costs and Delivery. All costs for containers shall be borne by the bidder. All products shall conform to the provisions set forth in the federal, county, state and city laws for their production, handling, processing and labeling. Packages shall be so constructed to ensure safe transportation to point of delivery.

23. Bid Negotiations. A bid response to any specific item of this bid with terms such as "negotiable", "will negotiate" or similar, will be considered as non-compliance with that specific term.

24. Prevailing Law. In the event of any conflict or ambiguity between these instructions and state or federal law or regulations, the latter shall prevail. Additionally, all equipment to be supplied or services to be performed under the bid proposal shall conform to all applicable requirements of local, state and federal law, including, but not limited to, California Labor Code Sections 1771, 1778 and 1779.

25. Governing Law and Venue. In the event of litigation, the bid documents, specifications and related matters shall be governed by and construed in accordance with the laws of the State of California. Venue shall be with the appropriate state or federal court located in Alameda County, California.

26. Subcontractors. Pursuant to the Subletting and Subcontracting Fair Practices Act, Public Contract Code Sections 4100-4114, inclusive, every bidder shall, on the enclosed form set forth:

(a) The name, location of the place of business, and all information required on the Subcontractor List for each subcontractor who will perform work or labor or render service to the bidder in or about the work in an amount in excess of one-half (1/2) of the one percent (1%) of the bidder's total bid.

(b) The portion of the work which will be done by each subcontractor. If the bidder fails to specify a subcontractor for any portion of the work to be performed under the contract in excess of one-half (1/2) of one percent (1%) of the bidder's total bid, bidder agrees that bidder is fully qualified to and will perform that portion of the work. The successful bidder shall not, without the consent of the District, and in compliance with Public Contract Code Sections 4100 - 4114, either:

(1) Substitute any person as subcontractor in place of the subcontractor designated in the original bid;

(2) Permit any subcontract to be voluntarily assigned or transferred or allow the work to be performed by anyone other than the original subcontractor listed in the bid; or

(3) Sublet or subcontract any portion of the work in excess of one-half (1/2) of one percent (1%) of the total bid as to which the bidder's original bid did not designate a subcontractor.

27. Examination of Contract Documents and Work Site. Before submitting a bid proposal, bidders shall examine the contract, the drawings, the specifications and other Contract Documents. Bidders shall visit the site of the proposed work and shall fully inform themselves of all conditions in and about the work site, the building or buildings, if any, and any work that may have been done thereon. However, no bidder shall visit the site without prior authorization. All bidders are requested to contact the Physical Plant Department or designee for coordination of site visits. Submission of a bid proposal constitutes acceptance of the terms of this provision.

28. Form of Contract. The bidder selected by the District will be required to execute, without exception, a contract included in the bidding package. The contract and other documents are subject to the approval of the District and its legal counsel.

29. Licenses. Each bidder, and their subcontractors, if any, must possess all appropriate and required licenses or other permits to perform the work as identified in contract documents. Upon request, each bidder shall furnish the District with evidence demonstrating possession of the required licenses or permits. Failure to submit such evidence to the District's satisfaction may result in rejection of the bid.

30. Denial of Right to Bid. Contractors or subcontractors who have violated state law governing public works shall be denied the right to bid on this public work contract as set forth in California Labor Code Section 1777.7.

31. Bidders Interested in More Than One Bid. No person, firm, or corporation shall be allowed to make, or file, or be interested in more than one bid unless alternate bids are specifically called for. A person, firm, or corporation that has submitted a sub-proposal to a bidder, or that has quoted prices of materials to a bidder, is not thereby disqualified from submitting a sub-proposal or quoting prices to other bidders or make a prime proposal.

32. Contractors State License Board. Contractors are required by law to be licensed and regulated by the Contractors State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors State License Board, P. O. Box 26000, Sacramento, California 95826.

33. Work Performed Not During Regular Workweek and Afterhours. Most of the door access scope will involve perimeter doors and thus can be performed during the regular workweek. However, some door access tasks might involve classroom doors and will need to be performed when class is not in session. Similarly, classroom motion access devices will need to be addressed when classes are not being held. This may entail work **afterhours** which potentially could be performed on the graveyard shift.

33. Additive and Deductive Alternates, Unit Prices, and Allowance Items: Method of Determining Lowest Bid. Pursuant to Public Contract Code section 20103.8, should this bid solicitation include additive and/or deductive alternates, unit prices and allowance items, the checked [X] method shall be used to determine the lowest bid:

\_\_\_\_\_ (a) The lowest bid shall be the lowest bid price on the base contract without consideration of the prices on the additive or deductive alternates, unit prices, and allowance items.

\_\_\_\_\_ (b) The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive alternates, unit prices, and allowance items that were specifically identified in the bid solicitation [see bid proposal form] as being used for the purpose of determining the lowest bid price.

\_\_\_\_\_ (c) The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive alternates, unit prices, and allowance items taken in order from a specifically identified list of those items, depending upon available funds as identified in the solicitation.

\_\_\_\_\_ (d) The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders from being revealed to the public entity before the ranking of all bidders from lowest to highest has been determined.

If no method is checked, sub-paragraph (b) shall be used to determine the lowest bid.

Notwithstanding the method used by the District to determine the lowest responsible bidder, the District retains the right to add to or deduct from the contract any of the additive or deductive alternates, unit prices, and allowance items included in the bid solicitation.



## **Peralta Community College District**

### **Prevailing Wage Determination**

The Governing Board has obtained from the Director of the Department of Industrial Relations, the general prevailing rate of per diem wages in the locality in which the work is to be performed for each craft, classifications or type of worker needed to execute the contract, including employer payments for health and welfare, pension, vacation, apprenticeship and similar purposes. Copies of these prevailing rates are Internet accessible at [http://www.dir.ca.gov/DLSR/statistics\\_research.html](http://www.dir.ca.gov/DLSR/statistics_research.html) or shall be made available at the District's Purchasing office to any interested party upon request during regular business hours. For this bid, wage determination **2010-1** shall be used.

The schedule of per diem wages is based upon a working day of eight hours. The rate for holiday and overtime work shall be at least time and one half.

It shall be mandatory upon the contractor to whom the contract is awarded, and upon any subcontractor under him, to pay not less than the specified rates to all workers employed by them in the execution of the contract. It is the contractor's responsibility to determine any rate change, which may have or will occur during the intervening period between each issuance of published rates by the Director of Industrial Relations

### **Project Labor Agreement**

The Peralta Community College District has entered into a Project Labor Agreement (PLA) for all its Public Works construction projects, which requires that the successful General Contractor, and its field Subcontractors to sign the applicable Letter of Assent (LOA). The complete text including the terms and conditions, and the LOA, are included in the bid package for review by all Contractors bidding on this project. Contractors contemplating bidding on this project are strongly encouraged to review the complete PLA documents, but should at minimum be aware of the following:

- No work stoppages, strikes, sympathy strikes, slowdowns or lockouts are allowed during the execution of the work.
- There are provisions for alternative dispute resolution, depending on affected crafts.
- Based on a formula and certain basic requirements, a Contractor may use up to five (5) "core" workers, but all workers must be dispatched through the applicable union halls.
- There are goals for the utilization of local workers, utilizing the normal hiring hall procedures for dispatch.

A Contractor is not required to become signatory to a union to work on a project covered by the PLA, but is required to sign a Letter of Assent (LOA) agreeing to work under the terms of the PLA, on a project by project basis. Workers are not required to join a union but must be dispatched through a union hiring hall and must pay union initiation fees and dues when working on a project covered by the PLA.

The District's PLA Program Manager for this project is:

Mr. Jake Sloan  
Davillier-Sloan—Labor Management Consultants

Please direct all PLA questions to the Primary Contact listed in the "Questions about the Bid or Requests for Information" section of the Invitation For Bid, and the Primary Contact will forward your question to the PLA Program Manager, to be answered as part of the formal Addendum for this bid.





## Peralta Community College District

### BID FORM (Page 1 of 2)

#### 11-12/ 21 District Wide Access Control and Alarm Monitoring System

The undersigned having carefully examined the location of the proposed work, the local conditions of the place where the work is to be done, the Invitation for Bid, the General Conditions and Instructions to Bidders, the Peralta Community College District (District) Contract, the Specifications and all of the contract documents for this project, and accurately completed the Vendor's Questionnaire, proposes to perform the contract, including all of its component parts, and to furnish any and all required labor, materials, equipment, insurance, permit, bonding, transportation and services required for the construction of the project in strict conformity with the plans and specifications prepared, including any Addenda, within the time specified for the lump sum price of (including all taxes):

#### Total Bid Price

<b>Total lump sum bid price of</b>	<b>\$ _____</b> (Numeric amount)
	_____ (Written amount)
Written amount prevails if any discrepancy exists.	

#### Bid Elements

(This Total Bid Price is composed of the following elements)

Item	Description	Amount
1	Base Bid for Alameda College	
2	Base Bid for Berkeley City College	
3	Base Bid for Merritt College	
4	Base Bid for Laney College	
5	PCCD District Offices	
	<b>Total</b> (equating to the Total Bid Price value shown above)	

#### Agreement Terms

1. If awarded the contract, the undersigned hereby agrees to sign said contract and furnish the necessary Payment Bond, Performance Bond, and Certificates of Insurance within 10 calendar days after the Notice of the Award of this contract and agrees to commence construction within 10 calendar days after the Notice to Proceed is issued by the District.
2. The undersigned has checked carefully all the above figures and understands that the District will not be responsible for any errors or omissions on the part of the undersigned in making up this bid.

Contractor Name: \_\_\_\_\_ Initials: \_\_\_\_\_

## BID FORM (Page 2 of 2)

### 11-12/ 21 District Wide Access Control and Alarm Monitoring System

#### Agreement Terms Continued

3. Peralta Community College District reserves the right to reject any or all bids, to waive any irregularities or informalities not affected by law, to evaluate the bids submitted and to award the contract according to the proposal which best serves the interests of the District.
4. All pages of this Bid Form must be completed and signed in ink. The bid will be awarded to the lowest responsive, responsible bidder.

#### Bid Bond

Each bid shall be accompanied by a cashier's check payable to the Peralta Community College District, or a bidder's bond executed by an admitted surety insurer, licensed to do business in the State of California as a surety, made payable to the Peralta Community College District in an amount not less than ten percent (10%) of the maximum amount of the bid. The check or bid bond shall be given as a guarantee that the bidder to whom the contract is awarded shall execute the contract documents and shall provide the required payment and performance bonds as specified therein within ten (10) days after the notification of the award of the contract. .

**Amount** – Bidders **must** enclose an amount of not less than 10 percent of the entire bid as **either**:

\_\_\_\_\_ Cashier's Check: Check Number: \_\_\_\_\_

Issuing Bank: \_\_\_\_\_

Amount: \$ \_\_\_\_\_

\_\_\_\_\_ Bidder's Bond: Surety Company: \_\_\_\_\_

#### Addendum Acknowledgement

The following addendum(s) are acknowledged in this bid: \_\_\_\_\_

#### **Proof of Lenel (VAR) Master Technician Certification.**

Because of the extensive integration requirements with the existing Lenel OnGuard Enterprise ACAMS, the prime bidder must be listed as a Lenel VAR and must provide Proof of Lenel Technical Certification with submission of sealed bids. Proof shall consist of a copy of the Lenel Master Technician Certificate for each senior technician/project manager that will be assigned to the project.

**BID FORM (Page 3 of 3)**

**11-12/ 21 District Wide Access Control and Alarm Monitoring System**

**Bidder Information and Signature**

Contractor Name: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Person (print name): \_\_\_\_\_

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

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Contractor License #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Peralta Community College District

### SUBCONTRACTOR LIST FORM

#### 11-12/ 21 District Wide Access Control and Alarm Monitoring System

#### No Subcontractors

\_\_\_\_\_ Check here and skip to the "Signature" section if you have no subcontractors who will perform contract work in an amount in excess of 1/2 of 1 percent of the total contract price.

#### Subcontractors

In accordance with the provisions of Public Contract Code section 4104, each bidder shall list below the name and location of place of business for each sub-contractor who will perform a portion of the contract work in an amount in excess of 1/2 of 1 percent of the total contract price. In each such instance, the nature of the work to be sublet shall be described. **All columns must be completed.**

Subcontractor and Location	Type of Work or Trade Classification	Amount	License No.	Type of Business* (check one)		
				SLBE	SELBE	Other
1.						
2.						
3.						
4.						
5.						
6.						

\* See the "Small Local Business Enterprise (SLBE)/Small Emerging Local Business Enterprise Program (SELBE)" document in this bid package for definitions and requirements.

#### Signature

Contractor Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Peralta Community College District

### BID BOND

**Know all men by these presents**, that we \_\_\_\_\_ as principal, and \_\_\_\_\_, as surety are firmly bound unto the Peralta Community College District (hereinafter "District"), in the penal sum of **TEN PERCENT (10%) of the Total Amount of the Bid** of the Principal submitted to the said DISTRICT for the work described below for the payment of which sum in lawful money of the United States, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by the presents.

**The condition of this obligation is such** that whereas the Principal has submitted the accompanying bid dated \_\_\_\_\_, for \_\_\_\_\_

**Now, therefore**, if the Principal shall not withdraw said bid within the period specified therein after the opening of the same, or if no period be specified within sixty (60) calendar days after said opening; and if the Principal is awarded the contract and shall within the period specified thereafter, or, if no period be specified, within five (5) calendar days after the prescribed forms are presented to him or her for signature, enter into a written contract with DISTRICT, in accordance with the bid as accepted or fail to give bond with good and sufficient surety or sureties as may be required, for the faithful performance and proper fulfillment of such contract and for the payment for labor and materials used for the performance of the work of installation under the contract, or in the event of the withdrawal of said bid within the period specified or the failure to enter into such contract and give such bonds within the time specified, if the Principal shall pay DISTRICT the difference between the amount specified in said bid and the amount for which DISTRICT may procure the required work and/or supplies, if the latter amount be in excess of the former, together with all costs incurred by DISTRICT in again calling for bids, then the above obligation shall be void and of no effect, otherwise to remain in full force and virtue.

Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the term of the contract on the call for bids, or to the work to be performed thereunder, or the specifications accompanying the same shall in anywise affect its obligation under this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of said contract or the call for bids, or to the work, or to the specifications.

In the event suit is brought upon this bond by DISTRICT and judgment is recovered, the Surety shall pay all costs incurred by DISTRICT in such suit, including a reasonable attorney's fee to be fixed by the court.

**In witness whereof** the above-bounded Parties have executed this instrument under their several seals this \_\_\_\_\_ day of \_\_\_\_\_, the name and corporate seal of each corporate Party being hereunder affixed and these presents duly signed by its undersigned representative, pursuant to the authority of its governing body.

**(Corporate Seal)**

\_\_\_\_\_  
**Principal**

By \_\_\_\_\_

Title \_\_\_\_\_

**(Corporate Seal)**

**Surety**

\_\_\_\_\_

Attach Attorney-In-Fact  
Certificate

By \_\_\_\_\_

Title \_\_\_\_\_

(To be signed by Principal and Surety and Acknowledgment And Notary Seal to be Attached.)



**Peralta Community College District**

**NON-COLLUSION AFFIDAVIT**

(To be executed by bidder and submitted with bid)

**11-12/ 21 District Wide Access Control and Alarm Monitoring System**

State of California, County of \_\_\_\_\_

(Name) \_\_\_\_\_, being first duly sworn, deposes and says that he or she is (title) \_\_\_\_\_ of (company) \_\_\_\_\_ the party making the foregoing bid that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_



## Peralta Community College District

### SMALL LOCAL BUSINESS ENTERPRISE and SMALL EMERGING LOCAL BUSINESS ENTERPRISE PROGRAM

The District is committed to ensure equal opportunity and equitable treatment in awarding and managing its public contracts and has established an annual overall program goal of twenty-five percent participation for small local businesses. To facilitate opportunities for small local business, the District will use a maximum 5% bidding preference for SLBE and SELBE firms. The preference is only used for computation purposes to determine the winning bidder, the contract is awarded at the actual bid amount. Please review the following guidelines to see if your firm qualifies for the preference.

The 5% bidding preference for an SLBE and SELBE firms are for construction, personal and professional services, goods and services, maintenance, repairs, and operations where responsibility and quality are equal. The preference will be 5% of the bid amount of the lowest responsive responsible bidder, and may not exceed \$50,000.00 for any bid.

A Non-SLBE/SELBE Prime Contractor who utilizes 25% of total bid amount, with SLBE or SELBE subcontractors (who meet the District's Definition of an SLBE and SELBE), can also receive a maximum of 4% bidding preference, not to exceed \$50,000.00 for any bid. (See below Subcontractors section.)

#### Definitions:

**SLBE:** A Small Local Business Enterprise is a business that has not exceeded gross annual revenue of 8.5 million dollars for a construction firm, or 6 million dollars for goods and non-professional services firm, or 3 million dollars for architecture, engineering and professional services firm, for the past three consecutive years and meets the below geographic location requirements.

**SELBE:** A Small Local Emerging Business Enterprise is a business that has not exceeded gross annual revenue of 1.5 million dollars for the past three consecutive years and meets the below geographic location requirements.

**Commercially Useful Function:** Shall mean a business is directly responsible for providing the materials, equipment, supplies or services to the District as required by the contract solicitation. The business performs work that is normal for its business services and carries out its obligation by actually performing, managing, or supervising the work involved. The business is **not** Commercially Useful if its role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of SLBE or SELBE participation.

#### Geographic Location Requirements:

- The business must be located at a fixed, established commercial address located in the District's market area of Albany, Alameda, Berkeley, Emeryville, Oakland, or Piedmont, and not a temporary or movable office, a post office box, or a telephone answering service.
- If the business has an office outside of the District's market area as well as an office within the market area, the office within the District's market area must be staffed on a full time permanent basis with someone employed by the business.
- If requested, the business that has an office outside of the District's market area must provide proof of one or more past contracts citing the business address (such as contracts to perform work, to rent space or equipment, or for other business services) was within the District's market area at least one (1) year prior to the date of contract award. The one-year requirement does not apply to businesses whose sole establishment is located within the District's market area.

## **Subcontractors:**

Non-SLBE/SELBE Prime Contractors who use subcontractors, who meet the district definitions of SLBE and SELBE, may receive a maximum of 4% bidding preference if the following conditions are met:

1. 25% of total bid amount is with Subcontractors who meet the District's definition of an SLBE and SELBE. The Prime Contractor must list each Subcontractor on the Subcontractor List form, clearly identifying the SLBE and SELBE status and the Dollar Amount of work each subcontractor will perform.
2. The Subcontractors must provide a Commercially Useful Function.
3. The Prime Contractor must maintain the Subcontractor percentages (based on the quoted dollar amounts) indicated in the Subcontractor List form at the time the Contract is awarded and throughout the term of the Contract.
4. The Prime Contractor must fill out sign the SLBE/SELBE Self Certification Affidavit and return it with the bid documents, and 48 hours after the bid opening the Prime Contractor must submit signed SLBE/SELBE Self Certification Affidavit from each of the SLBE and SELBE subcontractors listed in the Subcontractor form. The Subcontractor must agree to provide the requested documentation to verify the SLBE/SELBE status.
5. No Substitutions can be made to the SLBE and SELBE subcontractor without the prior written approval of the District. The District will approve a subcontractor substitution on the following conditions:
  - a. A written statement from the subcontractor agreeing to the substitution.
  - b. When the subcontractor has been given a reasonable opportunity to execute the subcontract, yet fails to, or refuses to execute the subcontract, or refuses to satisfy contractual obligations.
  - c. When the subcontractor becomes insolvent.
  - d. When the District determines the work performed by the subcontractor is not in accordance with the contract agreement, or the subcontractor is substantially and unduly delaying or disrupting the progress of work.

Firms that meet the District criteria for an SLBE and SELBE can complete the below self-certification affidavit signed under penalty of perjury. Firms claiming SLBE and SELBE status in the self-certification affidavit will be required to submit proof of residency and revenue 48 hours after bid opening. Such proof shall consist of a copy of a contract to perform work, to rent space or equipment, or for other business services, executed from their local address, and the firm's tax returns for the past three consecutive years.





## Peralta Community College District

### SLBE/ SELBE SELF CERTIFICATION AFFIDAVIT

I certify under penalty of perjury that my firm meets the District's definition of a Small Local Business Enterprise or a Small Emerging Local Business Enterprise and resides in the geographic location of the District's market area and qualifies for the below preference. The maximum preference will be five percent of the bid amount of the lowest responsible bidder, and may not exceed \$50,000.00 for any bid. The preference is only used for computation purposes to determine the winning bidder; the contract is awarded at the actual bid amount. The District's Contract Compliance Office will determine whether this requirement has been fulfilled. Bidders may only claim one of the below preferences.

Certification Status	Preference	Preference Claimed (check only one)
SLBE	5% of lowest bid	
SELBE	5% of lowest bid	
25% of Subcontractors are SLBE/SELBE	4% of lowest bid	
Not Applicable	None	

- I acknowledge and am hereby advised that upon a finding of perjury with the claims made in this self certification affidavit the District is authorized to impose penalties which may include any of the following:
  - Refusal to certify the award of a contract
  - Suspension of a contract
  - Withholding of funds
  - Revision of a contract for material breach of contract
  - Disqualification of my firm from eligibility for providing goods and services to the Peralta Community College District for a period not to exceed five (5) years
- I acknowledge and have been advised and hereby agree that my firm will be required to provide proof (and if applicable, my SLBE and SELBE Subcontractors will provide proof) of the status claimed on this self-certification affidavit 48 hours after bid opening. Proof of status claimed includes tax returns from the previous three years and past contracts to determine the size and geographical location of my firm.
- I declare that the above provisions are attested to under penalty of perjury under the laws of the State of California.

Bid Number: \_\_\_\_\_ Bid Name: \_\_\_\_\_

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed or typed name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax



## Peralta Community College District

### VENDOR'S QUESTIONNAIRE AND CERTIFICATE BY COMPLIANCE

The following information is requested for information purposes only. It will not be used in determining bid award.

Date \_\_\_\_\_

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

Telephone \_\_\_\_\_

Business Fax \_\_\_\_\_

Email Address \_\_\_\_\_

Website \_\_\_\_\_

Street Address \_\_\_\_\_

City/State \_\_\_\_\_

Zip Code+ 4® \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/State \_\_\_\_\_

Zip Code + 4® \_\_\_\_\_

Type of Organization (Check one) Individual ☐ Partnership ☐ Corporation ☐

Name of Owner(s) \_\_\_\_\_

State of Incorporation (if applicable) \_\_\_\_\_

Name of Partners \_\_\_\_\_

(I) Indicate (G) General (L) Limited \_\_\_\_\_

Local Address \_\_\_\_\_

Amount of Annual Business \_\_\_\_\_

The District is identifying vendor ownership as follows:

	Asian-American (Chinese, Japanese, Korean, Vietnamese)	Black or African- American	Filipino	Latino (other than Mexican or Mexican- American)	Mexican or Mexican- American	Native – American	Pacific Islander, other Asian	White	Disabled	Veteran	Women	Subcontractor	Employee	Apprentice
Total #														
% of assets														

The District is identifying vendor workforce as follows:

	Asian- American (Chinese, Japanese, Korean, Vietnamese)	Black or African- American	Filipino	Latino (other than Mexican or Mexican- American)	Mexican or Mexican- American	Native – American	Pacific Islander, other Asian	White	Disabled	Veteran	Women	Subcontractor	Employee	Apprentice
Total #														
% of assets														

Explain whether current workforce is racially and ethnically proportionate to the area from which the workforce is drawn (national, state, or local). Use separate sheet if necessary.

Detail steps taken by vendor since inception to assure non-discriminatory recruiting, hiring, and apprenticeship, placement, promotion, demotion, layoff and termination practices. Use separate sheet if necessary.

What are you interested in providing the District? (e.g., construction, consulting, goods or services).

Main Headquarters Office(s)  
Address/Telephone

(List all as applicable)

1.

2.

3.

Total # of Employees \_\_\_\_\_

Local Office(s) Address/Telephone

(List all as applicable)

1.

2.

3.

Total # of Employees \_\_\_\_\_

Name and list residential zip code  
for each employee, subcontractor, or  
apprentice for awarded contract

(Please use the Zip+4®)  
Use separate sheet as necessary

1.

2.

3.

4.

5.

6.



## Peralta Community College District

### ENVIRONMENTALLY SUSTAINABLE PROCUREMENT--CONSTRUCTION

It is the policy of the Peralta Community College District (Board Policy 2.40, Environmental Sustainability), to purchase products or services that help to minimize the adverse effects on human health and the environment, when compared to other products and services that serve the same purpose with comparable efficacy. The District recognizes that environmentally responsible purchasing will help create and sustain markets for environmentally sustainable products, and is committed to encouraging the procurement of products with high recycled content, FSC certified lumber, Energy Star rated equipment, low and no VOC paints, low-toxicity cleaning supplies and Green Seal approved chemicals, and will promote contracting with businesses in close proximity, to reduce our carbon footprint and to promote the District's SLBE program.

For Operation and Construction services the District is committed to:

- Utilizing LEED (Leadership in Energy and Environmental Design) or equivalent certification criteria as follows:
  - All new building projects shall qualify for *at least* LEED NC Silver certification and shall strive for higher levels of certification, especially where overall long-term building operations, student learning, and worker productivity savings can be realized through doing so.
  - All renovation projects over 10,000 square feet shall meet basic "LEED Existing Building" certification standards.
- Maximizing energy efficiency throughout the District, in particular, heating, cooling, lighting, information technology, mechanical, and water systems. It is the goal of the District to reduce dramatically our energy consumption for existing buildings and for all new buildings to exceed the State of California Building Code Title 24 energy efficiency requirements *by no less than 35%*.
- Reduction of water consumption for all uses, including for irrigation and domestic purposes.
- Waste source reduction and the re-use of materials. The District encourages all contractors to re-use and recycle as much construction and demolition debris as possible, and only when it is not feasible to do so, dispose of it in a landfill. All contractors must adhere to the District's Construction Debris Reporting Requirements.
- Sustainable landscaping and grounds design, construction and maintenance practices which promote integrated pest management and use of drought tolerant, fire safe, and native vegetation types.

All public work projects must adhere to the District Environmental Sustainability Policy 2.40. The formal policy is available for download at [www.peralta.edu](http://www.peralta.edu); click on the District Services Center tab and then Purchasing to view the environmentally sustainable purchasing policy.

### Signature

I acknowledge and agree to adhere to the District's Environmental Sustainability policy.

Contractor Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Peralta Community College District

### CERTIFICATE REGARDING WORKERS' COMPENSATION

Labor Code Section 3700 in relevant part provides:

"Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this State.
- (b) Be securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees."

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract and will require all subcontractors to do the same.

\_\_\_\_\_  
Contractor

By: \_\_\_\_\_

(In accordance with Article 5 [commencing at Section 1860], Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this Contract.)



## Peralta Community College District

### Statement of Equal Employment Opportunity

I hereby certify that \_\_\_\_\_  
(Legal Name of Vendor/Consultant/Contractor)

Will not discriminate against any employee or applicant for employment because of race, creed, sex, color or national origin and shall insure compliance with all provisions of Executive Order No. 11246 (as amended by Executive order No.11375).

The vendor's questionnaire requests information for record keeping purposes only. The information requested will not be used as a basis for contract award.

However, after a contract is awarded to your company, the District requires your company to report:

- a. Actual racial, gender and residential workforce composition of your company for the contract work.
- b. Actual racial, gender and residential workforce composition of subcontractors for the contract work.
- c. Number of apprenticeship workforce for the contract work.

This report must be submitted to the District Department of General Services on a quarterly basis.

I declare under penalty of perjury under the laws of the state of California that the information I have provided herein is true and correct and is of my own personal knowledge.

BY: \_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name



## Peralta Community College District

### PERFORMANCE BOND

**Know all men by these presents**, that

**WHEREAS**, Peralta Community College District (hereinafter DISTRICT), at a regular Business Meeting on \_\_\_\_\_, have awarded to \_\_\_\_\_, hereinafter designated as the Principal, a contract for \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**WHEREAS**, said Principal is required under the terms of said contract to furnish a bond for the faithful performance of said contract;

**NOW, THEREFORE**, We, the Principal and

\_\_\_\_\_, as Surety, are held and firmly bound unto the Peralta Community College District, hereinafter called the DISTRICT, in the penal sum of

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_) lawful money of the United States for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

**The condition of the obligation is such**, that if the above bounden Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and agreements in the said contract and any alteration thereof made as therein provided, on his or their parts to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless DISTRICT, its officers and agents, as therein stipulated, then this obligation shall become null and void. Otherwise it shall be and remain in full force, virtue, and effect.

And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the specifications accompanying the same shall in any wise affect its obligations on this bond, it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the work or to the specifications.

In the event suit is brought upon this bond by the District and judgment is recovered, Surety shall pay all costs incurred by the District in such suit, including reasonable attorney's fees to be fixed by the court.

Surety further agrees that death of the Contractor shall not relieve the surety of its obligations hereunder.

**In witness whereof**, two (2) identical counterparts of this instrument, each of which shall for all purposes be deemed an original thereof, have been duly executed by the Principal and Surety above named on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(To be signed by  
Principal and Surety  
and acknowledgment  
and notary seal to  
be attached.)

\_\_\_\_\_  
**Principal**

**By** \_\_\_\_\_

**Title** \_\_\_\_\_

\_\_\_\_\_  
**Surety**

**By** \_\_\_\_\_

**Title** \_\_\_\_\_

The above bond is accepted and approved this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_.

**By:** \_\_\_\_\_  
**Authorized District Signature**

**Required attachment: County Clerk's Certificate pursuant to CCP section 995.640 or confirming information from Department of Insurance website within seven days before contract submittal.**





## Peralta Community College District

### PAYMENT BOND

**Know all men by these presents:** that

**WHEREAS**, Peralta Community College District (hereinafter "DISTRICT") and

hereinafter designated as the "Principal", have entered into a contract for the furnishing of all materials, labor services and transportation necessary, convenient, and proper which said Agreement dated and all of the contract documents attached to or forming a part of said Agreement, are hereby referred to and made a part hereof, and

**WHEREAS**, pursuant to law, the Principal is required before entering upon the performance of the work, to file a good and sufficient bond with the body by whom the contract is awarded, Sections 3247 to 3252, inclusive, of the Civil Code of California.

**NOW, therefore, these presents witnesseth:**

That the said Principal and the undersigned \_\_\_\_\_, as corporate surety, are held and firmly bound unto all laborers, materialmen, and other persons referred to in said statutes in the sum of \_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_), lawful money of the United States, by the terms of said contract, for the payment of which sum will and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, or assigns, jointly and severally by these presents.

The condition of this obligation is that if the said Principal or any of his or its subcontractors, or the heirs, executors, administrators, successors, or assigns of any, all or either of them shall fail to pay for any materials, provision, provendor or other supplies or teams used in, upon, for, or about the performance of the work contracted to be done, or for any work or labor hereon of any kind, or for amounts due under the Unemployment Insurance Act with respect to such work or labor, or for any of the persons named in Section 3181 of the California Civil Code, or for any amounts required to be deducted, withheld, and paid over to the Franchise Tax Board from the wages of employees of the Principal or any of his or its subcontractors pursuant to Section 18806 of the Revenue and Taxation Code with respect to such work or labor, that said Surety will pay the same in amount not exceeding the amount hereinabove set forth, and also, in case suit is brought upon this bond, will pay reasonable attorneys' fees to be awarded and fixed by the court and to be taxed as costs and to be included in the judgment therein rendered.

It is hereby expressly stipulated and agreed that this bond shall inure to the benefit of any and all persons, companies and corporations entitled to file claims under Section 3181 of the California Civil Code, so as to give a right of action to them or their assigns in any suit brought upon this bond.

Should the condition of this bond be fully performed, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.

And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of said contract or the specifications accompanying the same shall in any manner affect its obligations on this bond, and it does hereby waive notice of any such change, extension, alteration, or addition.

**In witness whereof**, this instrument has been duly executed by the Principal and Surety this \_\_\_\_\_ day of \_\_\_\_\_.

(To be signed by  
Principal and Surety  
and acknowledgment  
and notary seal to  
be attached.)

\_\_\_\_\_  
**PRINCIPAL**

**By** \_\_\_\_\_

**TITLE** \_\_\_\_\_

\_\_\_\_\_  
**SURETY**

**By** \_\_\_\_\_

**TITLE** \_\_\_\_\_

The above bond is accepted  
and approved this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**By** \_\_\_\_\_

**Authorized District Signature**

Required attachment: County Clerk's Certificate pursuant to CCP section 995.640 or confirming  
information from Department of Insurance website within seven days before contract submittal



## Peralta Community College District

### CONTRACT

THIS CONTRACT is made by and between the Peralta Community College District, hereinafter called the District, and \_\_\_\_\_, hereinafter called the Contractor.

The District and the Contractor hereby agree as follows:

1. Description of Work

The Contractor agrees to furnish all labor, materials, equipment, plant, tools, supervision, appurtenances, and services, including transportation and utilities, required to perform and complete

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The Contract Documents consist of the Contract, any Amendment to Contract, Technical Specifications and Drawings, Supplementary General Conditions, General Conditions, Instructions to Bidders, Notice Inviting Bids, Bid Form, all addenda, completed bond and insurance forms, completed Bidder's Questionnaire, and

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

All Contract Documents are intended to coordinate so that any work called for in one document and not mentioned in another document is to be executed as if mentioned in all documents.

2. Compensation

As full compensation for the Contractor's complete performance of the work in this Contract, the District agrees to pay the Contractor, and the Contractor agrees to accept the sum of \_\_\_\_\_ which shall be paid to him according to the General Conditions Article on "Payments".

3. Prevailing Wages

As required by Labor Code Section 1773.2, the District has in its office the general prevailing rate of per diem wages for workers employed on public works as determined by the Director of Industrial Relations. This document shall be available to any interested party on request during regular business hours and shall be posted at the job site by the Contractor.

4. Time for Completion

The starting date of the Contract shall be the day listed by the District in the Notice to Proceed and the Contractor shall fully complete all the work before the expiration of (See the Invitation for Bid cover page for Project Duration) calendar days from said starting date.

Time is of the essence in the performance of this Contract.

Liquidated damages for Contractor's failure to complete the Contract within the time fixed for completion are established in the amount of (See the Invitation for Bid cover page for Liquidated Damages figure) per calendar day.

5. Contractors' State License Board

Contractors are required by law to be licensed and regulated by the Contractors' State License Board. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P. O. Box 26000, Sacramento, California 95826.

IN WITNESS WHEREOF, the parties to these present have set their hands hereto on the day and year written below.

\_\_\_\_\_  
District

\_\_\_\_\_  
Contractor

Resolution No. \_\_\_\_\_

\_\_\_\_\_  
(Contractor License No.  
and Expiration Date)

\_\_\_\_\_  
Date

By

\_\_\_\_\_  
Individual Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Approved As to Form

By:

\_\_\_\_\_  
Legal Counsel

\_\_\_\_\_  
Date

For:

\_\_\_\_\_  
Corporation or Partnership

If Corporation, Seal Below.



## **Peralta Community College District**

### **Bid Protest Procedures**

Any Bidder submitting a Bid Proposal to the District may file a protest provided that each and all of the following are complied with:

- (i) The bid protest is relevant and in writing;
- (ii) The bid protest is filed and received by the District's Purchasing Manager not more than five (5) calendar days following the date of the bid opening;
- (iii) The written bid protest sets forth, in detail, all grounds for the bid protest, including without limitation all facts, supporting documentation, legal authorities and argument in support of the grounds for the bid protest; any matters not set forth in the written bid protest shall be deemed waived. All factual contentions must be supported by competent, admissible and creditable evidence.

Any bid protest not conforming to the foregoing shall be rejected by the District without recourse.

Provided that a bid protest is filed in strict conformity with the foregoing, the District's Vice Chancellor of General Services or such individual(s) as may be designated by him/her, shall review and evaluate the basis of the bid protest and make a determination.

If the determination is unacceptable to the bid protestor, the Chancellor shall review and evaluate the basis of the bid protest and make a secondary determination.

If the bid protestor chooses to appeal the Chancellor's determination, the District's Board of Trustees will render a final determination and disposition of a bid protest by taking action to adopt, modify or reject the disposition of a bid protest. Action by the District's Board of Trustees relative to a bid protest shall be final and not subject to appeal or reconsideration by the District, any employee or officer of the District or the District's Board of Trustees.

In the event that any legal or equitable proceedings are instituted and the District is named as a party thereto, the prevailing party(ies) shall recover from the other party(ies), as cost, all attorneys' fees and cost incurred in connection with any such proceeding, including any appeal arising there from.



## Peralta Community College District

### Construction Debris Reporting Requirements

The District is committed to Environmental Sustainability as a matter of public policy and to the greatest extent possible reducing its ecological foot print. The District encourages all contractors to re-use and recycle as much construction and demolition debris as possible, and only when it is not feasible to do so, dispose of it in a landfill. Per State Law AB75, on an annual basis the District is required to report all re-use, recycle, and garbage disposal tonnage to the State of California.

As a condition for the completion of the construction project, the contractor must report all re-use, recycling, and disposal of construction materials at the completion of the project (or annually by January 31<sup>st</sup> of the following year if the project's completion is more than one calendar year). The contractor may use the below form to report to the District all construction debris off-hauled from the District's construction site, or may submit the below required information on the contractor's letterhead. This form must be submitted by January 31<sup>st</sup> to the District at: Peralta Community College District, Department of General Services, 333 East 8<sup>th</sup> Street, Oakland, CA, 94606, Attention Facilities Project Coordinator

**Construction Debris Reporting for:** January 1, 20\_\_\_\_ to December 31, 20\_\_\_\_.

**Project Number:** \_\_\_\_\_ **Project Name:** \_\_\_\_\_

Material Type	Re-use (Tons)	Recycle (Tons)	Garbage Disposal (Tons)	Proposed Destination
Example: Concrete		45		ABC Concrete Recycling Company
<b>Totals</b>				

I declare under penalty of perjury under the laws of the State of California that the above information is true and correct.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Printed or Typed Name \_\_\_\_\_

Title \_\_\_\_\_

Name of Contractor \_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_



## **Peralta Community College District**

### **Construction Protocol Procedures**

#### **Director of Physical Plant:**

1. Notify College Business Officer (in writing) at least 2 weeks in advance of any work to be done on campus, including dates, times, locations of work; provide name and cell phone # of project manager.
2. Receive from College Business Officer (in writing) a list of concerns, issues, problems that need to be addressed/taken into account as well as a list of faculty members and departments that will be affected by each project.
3. Collect/withhold an indemnity amount from the contractor for unanticipated cleaning costs, repairs, and replacement of any furniture, equipment, tools, etc. lost, damaged, or destroyed as a result of construction.
4. Direct the Project Manager to personally meet with the College Business Officer and faculty involved/affected with each project and sign-off on plan of operations.
5. Notify the faculty (in writing) that it is not their responsibility to clean, store, remove, replace, any equipment, furniture, tools, etc.

#### **College Business Officer:**

1. Notify the faculty (in Writing) of any construction projects (including dates, times, locations) that will take place in their area.
2. Meet with the faculty to gather their concerns, issues, problems, and convey those (in writing) to the Vice Chancellor of General Services and the Project Manager; also convene a meeting with the Project Manager to convey these concerns in person.
3. Notify (in writing) the appropriate Dean(s) and the VP of Instruction of any needs to find alternate space for storage, equipment, furniture, tools, classrooms.
4. Notify (in writing) Locals 790 and 39 of the impending project and the need to remove, store, replace, protect, and clean as well as whatever is needed in the way of establishing alternate workspaces.
5. Convey all of the above information to the Director of Physical Plant and the Project Manager.

#### **Project Manager:**

1. Needs to meet on campus, on site, with the affected faculty to be sure all of the college's concerns have been addressed, understood, and agreed to in a written plan of operations; the written plan should be given to the contractor and the Vice Chancellor of General Services.
2. No project should begin without a written plan that has not been signed by the VP of Instruction, Academic Dean, College Business Officer, Faculty/Department Chair(s), Project Manager, Contractor, and Director of Capital Projects.



## **Peralta Community College District**

### **FINAL CLEANING REQUIREMENTS**

#### **PART 1 - GENERAL**

##### **1.01 SUMMARY**

- A. The contractor is responsible for daily cleanup and a final cleaning prior to occupancy. This section only addresses the final cleaning required prior to punchlisting and occupancy.
- B. Cleaning Program:
  - 1. The cleaning program shall include all construction areas and surrounding areas affected by the construction including site, exteriors of buildings / structures, roofs and interior of buildings.
  - 2. The areas to be cleaned shall be turned over to the owner in a "move-in" condition.
  - 3. All areas shall be free of all construction materials, dust, debris, markings and dirt.
  - 4. All surfaces shall be washed, cleaned and cleared of markings.
  - 5. All existing and new fixtures shall be cleaned, sanitized and ready for use.
  - 6. All new and existing hard surface floors will be stripped and waxed.

##### **1.02 PROJECT CONDITIONS**

- A. Environmental Requirements: Conduct cleaning and waste-disposal operations in compliance with PCCD Construction Debris Reporting Requirements.
- B. Comply fully with Federal and local environmental and antipollution regulations.
  - 1. Do not dispose of volatile wastes, such as mineral spirits, oil, or paint thinner, in storm or sanitary drains.
  - 2. Burning or burying of debris, rubbish, or other waste material on the premises is not permitted.

#### **PART 2 - PRODUCTS**

##### **2.01 MATERIALS AND METHODS**

- A. Use cleaning materials and methods which will not create hazards to health or property or cause damage to products and which are recommended by manufacturers of products to be cleaned.

#### **PART 3 - EXECUTION**

##### **3.01 FINAL CLEANING**

- A. General: Provide final cleaning operations. Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit of Work to the condition expected from a commercial building cleaning and maintenance program. Comply with manufacturer's instructions.
- B. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for the entire Project or a portion of the Project.
  - 1. Clean the Project Site, yard and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and foreign substances.
  - 2. Sweep paved areas broom clean. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
  - 3. Remove petrochemical spills, stains, and other foreign deposits.
  - 4. Remove tools, construction equipment, machinery, and surplus material from the site.



5. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
  6. All walls not newly painted shall be washed to clean readily removable dirt, markings, dust, and grime.
  7. Remove debris and surface dust from limited access spaces, including roofs, attics and similar spaces.
  8. All existing floors shall be thoroughly stripped of old wax and have at least four (4) coats of a combination wax/sealer, or two (2) coats of sealer and four (4) coats of wax. Contractor shall submit for prior approval manufactures information on floor finish to be applied. All new floors shall have their factory seal stripped off and shall have a floor finish applied according to the recommendations of the manufacturer.
  9. New carpeted areas shall be thoroughly vacuumed, including edges. Any spotting during construction shall be removed. Existing carpeted areas shall be thoroughly shampooed.
  10. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other substances that are noticeable vision obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces. Clean interior and exterior of all windows.
  11. Clean all Toilet Rooms thoroughly and sanitized. All wall surfaces shall be free of grime, dirt, dust, markings and graffiti. All mirrors, fixtures, and partitions will be cleaned free of dirt and markings.
  12. Scrub and seal all ceramic and terrazzo floors and walls.
  13. Remove labels that are not permanent labels.
  14. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
  15. Wipe surfaces of mechanical and electrical equipment, elevator equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
  16. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
  17. Replace disposable air filters and clean permanent air filters. Clean all exposed surfaces of diffusers, registers, and grilles.
  18. Clean ducts, blowers, and coils if units were operated without filters during construction.
  19. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency. Replace burned out bulbs; defective and noisy starters in fluorescent fixtures, and defective dimming switches.
  20. Leave the Project clean and ready for occupancy.
- C. Removal of Protection: Remove temporary protection and facilities installed during construction to protect previously completed installations during the remainder of the construction period. Repair any damage from removal.
- D. Compliances: Comply with governing regulations and safety standards for cleaning operations. Remove waste materials from the site and dispose of lawfully.
1. Where extra materials of value remain after completion of associated Work, they become the Owner's property. Dispose of these materials as directed by the Owner.

End of Section

**DISTRICT PROJECT/CONSTRUCTION MANAGER**

Name: Robert Beckwith  
Director of Facilities  
333 E. 8<sup>th</sup> Street  
Oakland, CA 94606  
510-466-7269

BIDDER:

**I. INTRODUCTIONS:**

A. Present \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**II. PROPOSED CONTRACT:  
ADDENDUM NO.**

**III. PURPOSE OF INTERVIEW IS TO ASSURE:**

- A. Contractor acknowledgment of a complete and accurate bid.
- B. Contractor submission of a fair and equitable bid.
- C. Fair comparisons of bid.

**IV. CONTRACTUAL REQUIREMENTS:**

- A. Do you understand you are a prime contractor? Yes ☐  
No ☐
- B. Can you meet the specified insurance requirements listed in the General  
Conditions Section for GL, WC, Auto, and Builders Risk (contract amount)? Yes ☐  
No ☐
- C. Are you a union company? Yes ☐  
No ☐
- D. Are you a SLBE or SELBE? Yes ☐  
No ☐  
If so in what county, city, state \_\_\_\_\_
- E. Are any of your subtier contractors SLBE or SELBE? Yes ☐  
No ☐  
If so in what county, city, state \_\_\_\_\_
- F. You are required to obtain a Performance, and a Labor  
and Material Bond for 100% of the Contract price
  - 1. Will you provide bonds as stipulated? Yes ☐  
No ☐
  - 2. Cost for bond: \_\_\_\_\_% Yes ☐  
No ☐
  - 3. Is your insurance company California licensed? Yes ☐  
No ☐
- J. Acknowledged Receipt of Addenda Number \_\_\_\_\_
- K. Acknowledged Receipt of Pre-Bid Clarification Questions Yes ☐  
No ☐
- L. Additive and deductive costs for alternate items

- included in your proposal? Yes ☐  
 No ☐  
 M. Unit pricing and Allowances included in your proposal? Yes ☐  
 No ☐

Who in your office is in charge of submitting the required Insurance and Bonds

Name \_\_\_\_\_ Date \_\_\_\_\_

**V. SCOPE OF WORK:**

- A. You have a complete understanding of your Scope of Work under the proposed Agreement and the Scope of Work (attached) Yes ☐  
 No ☐

- B. You are required to have the following personnel:
1. Safety Coordinator w/sole responsibility to coordinate, report and Enforce safety Yes ☐  
 No ☐
  2. Scheduling personnel or independent scheduler Yes ☐  
 No ☐
  3. Custodial cleanup services besides base- bid final cleaning Yes ☐  
 No ☐
  4. Commissioning Coordinator (to be brought in at the start of Construction to the final completion) Yes ☐  
 No ☐
  5. Independent Testing and Balancing Contractor for HVAC Yes ☐  
 No ☐
  6. Independent Contractor for Indoor Air Quality Testing Yes ☐  
 No ☐
  7. Certified Arborist Yes ☐  
 No ☐

- C. You have re-reviewed the documents and understand the Scope of the Work. Are there any items that need to be identified or require clarification? Yes ☐  
 No ☐

If yes, please identify item.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

- Is (are) the cost(s) for items listed above included in your proposal items? Yes ☐  
 No ☐

- C. Review bid alternatives (if applicable) Yes ☐  
 No ☐

- D. Review unit pricing Yes ☐  
 No ☐

E. Review allowances Yes ☐  
No ☐

F. Are you offering any unsolicited alternates? Yes ☐  
No ☐

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

G. Are the plans and specifications clear and understandable to your satisfaction? Yes ☐  
No ☐

**VI. VALUE ENGINEERING: (describe)**

**BASE BID: \$**

- \_\_\_\_\_
1. \_\_\_\_\_ Add /  
Deduct
  2. \_\_\_\_\_ Add /  
Deduct
- \_\_\_\_\_

**REVISED TOTAL**

**\$** \_\_\_\_\_

**VII. SCHEDULE:**

A. Do you acknowledge and agree to the stipulated completion dates and milestones in the Contract? Yes ☐  
No ☐

1. Will you provide a detailed construction schedule at the Preconstruction Conference per Section 01320 per the Contract?  
Yes ☐ No ☐

2. It is understood the Project schedule is critical. Can you accelerate any and all schedule activities if the requirement occurs?

Yes ☐ No ☐

If not, what must change and why? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

- B. Identify critical materials, deliveries and dependencies, including Owner  
Furnished items that could affect the completion of your work.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

- C. You have reviewed the Contract and you understand your work must be completed in accordance with the **Project Schedule**. You further understand Construction Manager **MAY** assess liquidated damages if you fail to meet the Master Schedule requirements. You further understand delays by you may cause other contractors to be delayed, and that you **WILL** accelerate your work upon written direction by the Construction Manager.

--

**VIII. CONTRACTOR COMMENTS / SUGGESTIONS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**IX. CONTRACTOR**

**NOTE: You agree the information contained herein is part of your contractual obligations. Your signature acknowledges your agreement to perform all work discussed herein, and that costs for all work are included in your proposal.**

The foregoing information is true and accurate, and I am authorized to sign as an officer of the company I am representing.

Company Name \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

**X. DISTRICT PROJECT/CONSTRUCTION MANAGER**

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

**END OF SECTION**



## **SECTION 13710**

### **BASIC MATERIALS AND METHODS**

#### **PART 1 – GENERAL:**

##### **1.1 RELATED REQUIREMENTS:**

- A. Drawings and specific provisions of this contract, including General Requirements, apply to the work specified in this Section.

##### **1.2 RELATED WORK NOT INCLUDED IN THIS SECTION:**

- A. General and specific provisions of these Specifications apply to the work specified in this Section, as well as:
  - 1. Security General Requirements (Section 13701)
  - 2. Security Management System (Section 13721)
  - 3. Wire and Cable (Section 13746)

##### **1.3 DESCRIPTION OF WORK:**

- A. The Contractor shall furnish and install all materials as required to complete the installation as defined in the Drawings and these Specifications.

##### **1.4 REGULATORY REQUIREMENTS:**

- A. Comply with National Electric Code and state and local codes and ordinances.
- B. Materials shall meet with approval of the Division of Industrial Safety, State of Arizona and all governing bodies having jurisdiction.

#### **PART 2 - PRODUCTS**

##### **2.1 MATERIALS AND EQUIPMENT:**

- A. Unless otherwise noted, all materials and equipment shall be new, of the type, capacity, and quality specified and free from defects. Material shall bear the label of, or be listed by the Underwriters' Laboratories unless of a type for which label or listing service is not provided.
- B. For compatibility and ease of installation, materials shall be of same brand or manufacturer throughout for each class of material or equipment, wherever possible.
- C. All enclosures for all equipment shall be of metal throughout the system.

## 2.2 CONDUIT:

### A. Rigid conduit:

Shall have UL label, zinc coated exterior, either hot dip galvanized, sherardized, or metallized, and zinc enamel interior; use tapered-threaded fittings only.

### B. Electrical Metallic Tubing (EMT):

Shall have UL label, zinc coated exterior and zinc or enamel interior; exterior and interior fittings for EMT shall be steel gland ring compression type.

### C. Flexible Metallic Conduit:

1. UL label, zinc coated exterior and interior; fittings for flexible conduit shall be "JAKE" or Squeeze type, set screw connectors shall not be used.
2. Liquid-tight flexible conduit shall be Seal-tite type U.A. with Appleton Series "ST" or Pyle-National Series "CT" connectors.

### D. Racks and Trapeze hangers shall only be formed steel channels similar to Unistrut and suspended from threaded rod.

### E. Vibration fittings shall be O.Z. Type DX.

### F. Outlets and Junction Boxes:

1. Galvanized or sherardized, one-piece steel, knock-out type.
2. Size of each box shall be determined in accordance with NEC for number of conductors or number and size of conduits entering box, unless specified larger, but shall be not less than 4 inches square and 1-1/2 inches deep.
3. Telephone outlet boxes: Minimum of 2-3/4 x 4-1/2 inches and 2-1/8 inches deep.
4. Exposed outlet boxes: Case metal with threaded or union hub, Crouse-Hinds type "FS" or "FD" with cast metal covers.

### G. Pullboxes:

1. In no case shall pullboxes be of lesser size or material thickness than required by governing electrical code.
2. General purpose sheet steel pull boxes shall be furnished with removable screw covers; manufacturer's standard baked enamel finish.
3. Weatherproof sheet steel pullboxes shall be fabricated of code gauge, hot-dipped galvanized steel and gasketed weather-tight cover of same materials; manufacturer's standard baked exterior enamel finish.
4. Cast metal pullboxes shall be furnished with gasketed covers and necessary drilled and tapped conduit entries; screws shall be bronze or brass.





### **PART 3 - EXECUTION**

#### **3.1 INSTALLATION:**

Install materials and equipment in accordance with manufacturer's recommendations, instructions, and industry standards.

#### **3.2 CONDUIT:**

##### **A. Rigid Conduit:**

1. Shall be used when installation in concrete slabs, encased in concrete below slabs, in concrete or masonry walls, exposed on building exterior, exposed in interior walls below 4'-0" above floor, or if containing power of > 120VAC.
2. Rigid conduit in concrete in contact with earth shall be encased 3 inches on all sides with red mixed concrete envelope. Concrete mix shall be 5.5 sack, using pea gravel as aggregate.

##### **B. EMT:**

1. Use only for concealed interior runs or exposed interior runs 4'-0" or greater above floor.
2. EMT may be used on roofs under roofing and where protected by adjacent rigid roof insulation.
3. EMT shall not be cast in concrete slabs or masonry walls.

##### **C. Non-metallic conduit shall be installed underground and in duct-banks.**

##### **D. Provide secure mounting facilities for conduits. Wire or plumbers tape shall not be used for hanging of suspended conduit. Conduits shall not be secured to suspended ceiling hanger wires or to suspended ceiling structure.**

##### **E. Provide junction or pullboxes to maintain less than 360° total bends and 300' of conduit runs.**

##### **F. Provide expansion couplings wherever conduits cross expansion or seismic joints or for continuous straight runs in excess of 100 feet, except when embedded in concrete. Expansion fittings shall have bonding jumper or be of grounding type.**

##### **G. Re-route conduit where necessary to clear structural and mechanical obstructions.**

##### **H. Install long radius bends in all conduits containing coaxial cabling. Do not flatten or kink bends.**

##### **I. Run exposed conduits at right angles or parallel to structural members, walls, floors, and ceilings. Secure conduits 1 inch and smaller with one-hole malleable iron straps. Secure conduits 1-1/4 inches and larger with conduit hangers or two-hole galvanized straps. Support suspended conduits with conduit hangers and 1/4 inch hanger-rods. Rack mount or suspend multiple conduit runs on trapeze hangers with 3/8 inch rods.**

##### **J. Conduits installed in concrete, wet locations, exposed to weather, or underground shall have threads filled with red lead and oil before screwing into couplings and threaded fittings.**

- K. Run conduits in spaces above suspended ceilings parallel to walls and floors.
- L. Where more than two conduits are installed in one common concrete envelope, separate conduits with conduit spacers.
- M. Provide 1/8" nylon pull cord in all conduits 1" in size or larger for future cable pulls.
- N. Fasten conduits to roof and weatherproof-seal conduit penetrations passing through the roof membrane and exterior walls, as directed by the Bank.
- O. General purpose sheet steel pullboxes shall be installed only in dry protected locations and shall have removable screw covers.
- P. Junction Boxes:
  - 1. Outlet boxes shall be mounted at vertical center of block where mounted in masonry walls.
  - 2. Outlet boxes shall be fastened to the structure.

### 3.3 FIELD QUALITY CONTROL:

- A. Tests:
  - 1. Furnish necessary instruments and equipment required for making tests. Test all wiring for shorts, open circuits or grounding.
  - 2. Immediately correct any defective work.
  - 3. When entire installation has been completed, test out circuits and switching, and demonstrate that operation of system is in accordance with the Drawings.

### 3.4 ADJUSTING AND CLEANING:

- A. Clean exposed parts of all equipment and interior of panels and cabinets of dirt, cement and plaster and other materials.
- B. Replace or refinish scratched or damaged materials.

### **END OF SECTION**

## **SECTION 13721**

### **SECURITY MANAGEMENT SYSTEM**

#### **PART 1 - GENERAL**

##### **1.1 RELATED REQUIREMENTS**

- A. Drawings and specific provisions of this Contract, including the General Conditions, apply to the work specified in this section.

##### **1.2 RELATED WORK NOT IN THIS SECTION**

- A. General and specific provisions of these Specifications apply to the work specified in this Section, as well as:
  - 1. Security General Requirements (Section 13701)
  - 2. Basic Materials and Methods (Section 13710)
  - 3. Security Wire And Cable (Section 13746)

##### **1.3 DESCRIPTION OF WORK**

- A. The work of this contract is to provide, furnish, configure, program and install new Access Control and Alarm Monitoring System (ACAMS) equipment, configured for integration with an existing Lenel OnGuard Enterprise ACAMS in conjunction with specific project requirements for the Peralta Community College District (District).
- B. Contractor shall provide all labor, materials, equipment, services, etc., necessary to furnish and install complete and in place all security control devices including, but not limited to:
  - 1. Unless otherwise noted, removal and disposal of existing security device controllers and equipment.
  - 2. Installation, termination, and programming of new intelligent network controllers, intelligent wireless locks, wireless gateways, card readers, electronic locking hardware, door position switches (DPS), request-to-exit (REX) devices, tamper switches, power supplies and associated control equipment and communications cabling, which will operate, control and monitor critical access points as defined by the specific project documents and Drawings.
  - 3. Installation and termination of cabling to provide ACAMS control of existing automatic door operators and door actuators, including integration and termination of relays, door operator controls, door actuators controls, electric lock assemblies and power boosters as required to provide a fully functional system as described. Contractor shall coordinate all integration and termination of ACAMS relay cabling with the District.
  - 4. Installation of new cabling and termination of new cabling to new security devices and existing electronic locking hardware, electronic locking hardware power boosters, transfer hinges and REX switches.
  - 5. Performing end-to-end tests of existing cable pairs, identification and re-termination of

existing cabling to new security devices.

6. Configuration and programming of all security devices, both in the field and within the District's existing ACAMS server.
  7. Programming of cardholder access rights within the ACAMS server.
- C. Programming of the ACAMS server including, but not limited to the following:
1. All hardware devices installed as part of each particular project.
  2. All access and user defined authorization levels as coordinated with the District.
  3. Input of alarm condition and response messages as coordinated with the District.
  4. Import and configuration of mapping displays for each building and/or floor with associated icon links which activate on alarm or event conditions.
- D. Coordinate exact programming, display and naming convention requirements with the District prior to beginning work.
- E. Exact locations for each device will require coordination with the District prior to installation.
- F. Perform all tests required herein, or as reasonably required to demonstrate the system is in conformance with the Construction Documents and that its intended operation meets the requirements of any legal authority having jurisdiction.
- G. Elements of the work include, but are not limited to, materials, labor, supervision, supplies, equipment, transportation, storage, utilities, and all required licenses.
- H. Deliver a complete and operating system as intended, shown, and specified.
- I. Exact programming and configuration will require close coordination with the District prior to installation.
- J. All nomenclature of all other integrated programming requirements shall be closely coordinated with the District.
- K. These Specifications are not meant to be all-inclusive, and the Contractor is required to make adjustments accordingly. Included in the scope of work is all necessary software, hardware, equipment, cabling, connectors, goods and services, etc., whether specified here or not, such that said performance of work fulfills the intent of this Specification and renders this Project complete, functional and fully operational meeting the requirements of the District as a complete Turn-Key project.

#### 1.4 DESCRIPTION OF OPERATIONS

- A. Work included: All labor, materials, appliances, tools, equipment, facilities, and services necessary for and incidental to performing all operations of this Section, complete, as shown on the Drawings or specified herein.
- B. The system is designed to receive a signal from a card reader, which is activated by an authorized card. Upon a valid authorization, an electronic opening device (i.e., electric lock) is activated to allow access. Should an attempt be made to enter this system with an unauthorized

card, the electronic device shall not be activated, thus denying entry. This system is also designed to provide for an override by the security system operator at a remote workstation to activate the electronic door device, thus allowing access for certain circumstances which are normally not programmed into the system. Each access or denial event shall be logged.

- C. All access controlled doors equipped with electric locks, shall be configured so that when a card is presented at a card reader, access shall be granted only if the access code is valid, the I.D. number is found, and it is authorized at that location for that particular period. If all conditions are met, a signal shall be sent to the appropriate control hardware and the associated building DPS shall be shunted and the electric locking device shall be unlocked. Upon opening and closing the door on a valid card read, the electronic locking hardware shall re-lock and the DPS shall resume an armed state.
- D. On specific card reader doors, the system shall be configured to allow a "double tap" access event (two valid card reads within a three second window from a card configured to permit double tap functionality) to toggle the associated lock between a lock and an unlocked state. Verify exact locations with the District.
- E. The ACAMS shall be configured to provide activation and de-activation of automatic door operators and door actuators provided by the District. Relay integration shall be configured as detailed by the Drawings to provide the following functionality:
  - 1. Exterior door actuators will only be active upon a valid card read, or during a timed unlock of the associated door. Upon a valid card read, the associated doors will unlock allowing the doors to be opened manually or through use of the door actuator for ADA accessibility.
  - 2. The interior door actuators will always be active to allow automated free egress.
  - 3. The interior door actuators shall be wired thru a DPDT relay to allow simultaneous activation of the associated door operator and request to exit input on the ACAMS.
- F. All security device events will be monitored and recorded by the ACAMS. Configuration and Programming of the ACAMS to patrician event reporting information based on system user login assignments is required.

#### 1.5 ACAMS HARDWARE AND SOFTWARE

- A. The ACAMS server, operating system software and virus protection shall be considered existing for the projects under which these specifications are issued..

#### 1.6 DEVICE HARDWARE REQUIREMENTS

- A. Intelligent System Controller Modules (ISC):
  - 1. Provide and install ISC modules at locations shown on the Construction Documents.
- B. Dual Reader Interface Modules (DRI):
  - 1. Provide and install DRI modules at locations shown on the Construction Documents.
- C. Single Reader Interface Modules (SRI):
  - 1. Provide and install SRI modules at locations shown on the Construction Documents.

D. Input Control Modules (ICM):

1. Provide and install IC modules at locations shown on the Construction Documents.

E. Output Control Modules (OCM):

1. Provide and install OC modules at locations shown on the Construction Documents.

F. Star Multiplexer Module (SM)

1. Provide and install SM modules at location shown on the Construction Documents.

G. Card Readers:

1. Provide and install card readers at locations shown on the Construction Documents.
2. Card readers shall be powered by 12VDC directly from the DRI.

H. Intelligent Wireless Locks:

1. Provide and install intelligent wireless locks at locations shown on the Construction Documents.

I. Wireless Gateways:

1. Provide and install wireless gateways to support intelligent wireless locks at the locations shown on the Construction Documents.
2. Coordinate termination of wireless gateways to existing Ethernet network switches with the District prior to installation.

J. Request-to-Exit Motion Sensors (R):

1. Provide and install REX (R) passive infrared motion sensors at locations shown on the Construction Documents, to shunt the associated alarm contact when the system grants access at a controlled point or when valid egress is being made from a controlled point.

K. Request-to-Exit Switches (RX):

1. Provide and install REX (RX) switches, integral with the associated door locking hardware, at locations shown on the Construction Documents, to shunt the associated alarm contact when the system grants access at a controlled point or when valid egress is being made from a controlled point.

L. Alarm Contacts/Tamper Switches:

1. Provide and install magnetic alarm contacts at each monitored door at locations shown on the Construction Documents, to detect an unauthorized intrusion into the facility. If a door is illegally opened, the contact shall send a signal to the CPU indicating an alarmed condition.
2. These alarm contacts shall have the capability of being shunted via a REX device. When the system grants access at a controlled point, it shall shunt the DPS input for that controlled point until the specified shunt time has elapsed, or the door is opened and

closed. These DPS shall also be capable of being shunted via the ACAMS client workstation.

3. Tamper switches shall be provided on all security equipment enclosures in every electrical closet.

M. Electronic Lock Hardware:

1. Electric Locks: Provide and install electronic locks at locations shown on the Construction Documents.
2. Electric Strikes: Provide and install electronic strikes at locations shown on the Construction Documents.
3. REX Switches: Unless otherwise noted on the Construction Documents, provide termination of security system cabling to REX switches that are integral with the electric locking hardware at locations shown on the Construction Documents.
4. Power Transfer Hinge: Unless otherwise noted on the Construction Documents, Provide termination of security system cabling to power transfer hinges at locations shown on the Construction Documents.
5. Power Boosters: Unless otherwise noted on the Construction Documents, Provide termination of security system cabling to power boosters provided by the District at locations shown on the Construction Documents.
6. Door Operators and Door Actuators: Unless otherwise noted on the Construction Documents, Provide termination of security system cabling to door operators and door actuators provided by the District at locations shown on the Construction Documents.
7. Electromagnetic Door Holders: Unless otherwise noted on the Construction Documents, Provide termination of security system cabling to electromagnetic door holders and door actuators provided by the District at locations.

1.7 POWER SUPPLIES

- A. Provide and install 12VDC and 24VDC power supplies for all security devices associated with this project including specified battery back-up at locations shown on the Construction Documents.

1.8 BACKBOARD REQUIREMENTS

- A. Plywood backboards shall be provided, as necessary, by the Contractor at a suitable location for mounting equipment panels, power supplies, etc. at the locations shown on the Construction Documents.

1.9 WIREWAY

- A. Provide and install wireways at locations shown on the Construction Documents.

1.10 ENCLOSURES

- A. Provide and install enclosures at locations shown on the Construction Documents.



- B. Utilize existing security equipment controller enclosures as shown on the Construction Documents.
- C. Provide and install back panels for existing security equipment controller enclosures as needed. Field verify prior to installation.

#### 1.11 ASSOCIATED EQUIPMENT

- A. Relays: Individual cube relays shall be provided by the Contractor as incidental to the project.
- B. Terminal Blocks: Terminal blocks shall be provided by the Contractor as incidental to the project.

#### 1.12 NETWORK SWITCHES

- A. Procure and deliver Ethernet network switches to the District. The District will install and configure switches.

### **PART 2 - PRODUCTS**

#### 2.1 MATERIALS AND EQUIPMENT

- A. Unless otherwise noted on the Construction Documents, all materials and equipment shall be new, of the type, capacity, and quality specified and free from defects. Material shall bear the label of the manufacturer, or be listed by the Underwriters' Laboratories unless of a type for which label or listing service is not provided.
- B. Materials shall be of same brand or manufacturer throughout for each class of material or equipment, wherever possible.

#### 2.2 ACAMS SOFTWARE

- A. The ACAMS software is existing. Coordinate all programming and configuration requirements with the District prior to commencement of work.

#### 2.3 DEVICE HARDWARE REQUIREMENTS

- A. Intelligent System Controller (ISC)
  - 1. Shall be Ethernet ready.
  - 2. Shall utilize downstream communication modes of 2-wire RS-485, 2400-38400 bps, asynchronous, half-duplex.
  - 3. Shall have two (2) unsupervised inputs, dedicated for tamper and UPS fault monitoring.
  - 4. Shall have eight (8) unsupervised/supervised inputs, standard EOL: 1k/1k ohm.
  - 5. Shall have four (4) Form-C, 5A @30 VDC, resistive relays.
  - 6. Shall have two (2) Wiegand reader interfaces.
  - 7. Primary power shall be 12 to 24 VDC + 10%, 550mA maximum (plus reader current).

8. Intelligent System Controller (ISC) shall be Lenel, Model LNL-2220.
- B. Dual Reader Interface Module (DRI)
1. Shall have two (2) Wiegand reader interfaces.
  2. Shall have eight (8) unsupervised/supervised inputs, standard EOL, 1k/1k ohm, 1% 1/4 watt.
  3. Shall have two (2) unsupervised inputs, dedicated for cabinet tamper and UPS fault monitoring.
  4. Shall have six (6) Form-C, 5A @ 28 VDC resistive relays.
  5. Shall communicate via RS-485 two-wire, 9600 to 115,200 bps.
  6. Primary power shall be 12 to 24 VDC + 10%, 550mA maximum (plus reader current).
  7. Dual Reader Interface (DRI) shall be Lenel, Model LNL-1320.
- C. Single Reader Interface Module (SRI)
1. Shall have one (1) Wiegand reader interfaces.
  2. Shall have two (2) unsupervised/supervised inputs, standard EOL, 1k/1k ohm, 1% 1/4 watt.
  3. Shall have one (1) unsupervised input, dedicated for cabinet tamper.
  4. Shall have two (2) Form-C, 5A @ 28 VDC resistive relays.
  5. Shall communicate via RS-485 two-wire, 9600 to 115,200 bps.
  6. Primary power shall be 12 to 24 VDC + 10%, 150mA maximum (plus reader current).
  7. Single Reader Interface Module (SRI) shall be Lenel, Model LNL-1300.
- D. Input Control Module (ICM)
1. Shall have sixteen (16) unsupervised/supervised inputs. Standard EOL: 1k/1k ohm. 1%. ¼ watt.
  2. Shall have two (2) outputs, Form-C, 5A @ 28 VDC resistive.
  3. Shall have Two (2) unsupervised, dedicated for cabinet tamper and UPS fault monitoring.
  4. Primary power shall be 12 to 24 VDC + 10%, 350mA maximum.
  5. Input Control Module (ICM) shall be Lenel, Model LNL-1100.
- E. Output Control Module (OCM)
1. Shall have sixteen (16) Form-C, 5A @ 28 VDC, resistive relays.

2. Shall have two (2) unsupervised, dedicated for cabinet tamper and UPS fault monitoring.
3. Primary power shall be 12 to 24 VDC + 10%, 1100mA maximum.
4. Output Control Module (OCM) shall be Lenel, Model LNL-1200.

F. Star Multiplexer Module (SM)

1. Shall have four (4) RS-485 Transmit/Receive Ports.
2. Shall have four (4) RS-485 Transmit/Receive or Receive Only Ports.
3. Primary power shall be 12 VDC, 15%. 250 Ma.
4. Star Multiplexer Module (SM) shall be Lenel, Model LNL-8000.

G. Card Readers – Type A (Wall Mount)

1. Shall be mounted as detailed on the Construction Documents.
2. Shall be Wiegand output.
3. Shall be read when presented in any orientation or at any angle to the surface of the reader (maximum read range: 5.5").
4. Shall incorporate a tri-state LED on the front of the reader, which shall be configured as follows:
  - a. Illuminate steady red when the door is closed and secure.
  - b. Illuminate green upon a valid card read, then switch to steady red once the door is opened or the unlock time expires, whichever occurs first.
5. Shall have an audio "beep" tone feature to indicate to the user that the card was read and an access decision was made.
6. Accidental or intentional transmission of radio frequency signals into the reader shall not compromise the system.
7. Shall function in the access control system's normal or anti-pass back mode without changes to the reader.
8. Damage or vandalism to the reader shall not damage any other part of the access control system.
9. Reader operating temperature ranges shall be -22°F to +150°F (-30°C to +65°C).
10. Shall be provided in standard black finish.
11. Shall operate on 12VDC supplied directly by the Dual Reader Interface module.
12. Card reader shall be HID Thinline II Reader, Model 5395.

H. Card Readers – Type B (Mullion Mount)

1. Shall be mounted as detailed on the Construction Documents.
  2. Shall be Wiegand output.
  3. Shall be read when presented in any orientation or at any angle to the surface of the reader (maximum read range: 5.5").
  4. Shall incorporate a tri-state LED on the front of the reader, which shall be configured as follows:
    - a. Illuminate steady red when the door is closed and secure.
    - b. Illuminate green upon a valid card read, then switch to steady red once the door is opened or the unlock time expires, whichever occurs first.
  5. Shall have an audio "beep" tone feature to indicate to the user that the card was read and an access decision was made.
  6. Accidental or intentional transmission of radio frequency signals into the reader shall not compromise the system.
  7. Shall function in the access control system's normal or anti-pass back mode without changes to the reader.
  8. Damage or vandalism to the reader shall not damage any other part of the access control system.
  9. Reader operating temperature ranges shall be -22°F to +150°F (-30°C to +65°C).
  10. Shall be provided in standard black finish.
  11. Shall operate on 12VDC supplied directly by the Dual Reader Interface module.
  12. Card reader shall be HID MiniProx Reader, Model 5365.
- I. Card Readers – Type C (Wall Mount Card Reader Keypad)
1. Shall be mounted as detailed on the Construction Documents.
  2. Shall be Wiegand output.
  3. Shall have an integrated weatherized keypad.
  4. Shall be read when presented in any orientation or at any angle to the surface of the reader (maximum read range: 5.5").
  5. Shall incorporate a tri-state LED on the front of the reader, which shall be configured as follows:
    - a. Illuminate steady red when the door is closed and secure.
    - b. Illuminate green upon a valid card read, then switch to steady red once the door is opened or the unlock time expires, whichever occurs first.

6. Shall have an audio "beep" tone feature to indicate to the user that the card was read and an access decision was made.
7. Accidental or intentional transmission of radio frequency signals into the reader shall not compromise the system.
8. Shall function in the access control system's normal or anti-pass back mode without changes to the reader.
9. Damage or vandalism to the reader shall not damage any other part of the access control system.
10. Reader operating temperature ranges shall be -22°F to +150°F (-30°C to +65°C).
11. Shall be provided in standard black finish.
12. Shall operate on 12VDC supplied directly by the Dual Reader Interface module.
13. Card reader shall be HID PoxPro with Keypad Reader, Model 5355.

J. Wireless Locks

1. Shall operate at 900MHz.
2. Shall utilize AES-128bit encryption.
3. Shall verify credential in less than one (1) second.
4. Shall have a minimum capacity of 5,000 card holders.
5. Shall have a minimum wireless communication range of 100'.
6. Shall operate on three (3) AA 1.5V alkaline batteries with a two (2) year battery life.
7. Intelligent lock shall be by Lenel, Model C4P6GL1Cxx0 for Cylindrical and C4P6GF1Cxx0 for Mortise. Confirm finish, handing and handle style on a door by door basis with the District prior to installation.

K. Wireless Gateways

1. Shall operate at 900MHz.
2. Shall utilize AES-128bit encryption.
3. Shall support up to 32 locks.
4. Shall be 10/100Mbps (autosensing).
5. Input power shall be IEEE 802.3af PoE.
6. Wireless Gateway shall be by Lenel, Model ILS-C4XCMWAPE Wireless Gateway.

L. Alarm Contacts

1. Type A – Recess Mounted:
  - a. Shall be single-pole, double throw (SPDT) unit.
  - b. Shall provide dual circuit operation to provide operation suitable for a line supervision circuit.
  - c. Switches shall be capable of initiating an alarm signal when the protected door is opened 1" on the latch side.
  - d. Shall be installed in the door header and the associated magnet shall be installed in the door.
  - e. Alarm contact shall be by Sentrol, Model 1076CW.
2. Type B – Surface Mounted
  - a. Shall be single-pole, double throw (SPDT) unit.
  - b. Shall provide dual circuit operation suitable for a line supervision circuit.
  - c. Capable of initiating an alarm signal when the protected door is opened 2-1/2" on the latch side.
  - d. Shall be surface mounted to the door frame and the associated magnet shall be surface mounted to the door.
  - e. Shall be equipped with an armored cable jacket.
  - f. Alarm contact shall be by GE, Model 2507AD. (with mounting kit where required).
3. Type D – Roll Door
  - a. Shall be single-pole, double throw (SPDT) unit.
  - b. Loop type shall be Open or Closed.
  - c. Gap distance shall be up to three (3) inches.
  - d. Lead type shall be eighteen (18) inches flexible stainless steel cable.
  - e. Shall be of aluminum construction.
  - f. Shall be aluminum color.
  - g. Alarm contact shall be GE, Model 2204AU-L (
4. Type D – Tamper
  - a. Shall be single-pole, single throw (SPST) unit.
  - b. Shall be capable of initiating an alarm signal when the protected door is opened 3/8".

- c. Shall be installed inside enclosures requiring a tamper switch.
  - d. Tamper shall be by Sentrol, Model 3025T.
- M. Request-To-Exit Motion Sensor – Type A (R)
  - 1. Shall operate at 2 or 24 VAC/DC.
  - 2. Shall have two (2) Form C relay contacts.
  - 3. Shall have selectable relay latch times.
  - 4. Shall have sensor programmable features for fail-safe or fail-secure modes.
  - 5. Request-To-Exit sensor shall be by Bosch, Model DS 150i
- N. Request-To-Exit Motion Sensor – Type B (R)
  - 1. Shall be powered by 12 or 24 VAC/DC.
  - 2. Shall have two (2) Form-C relay contacts.
  - 3. Request-To-Exit shall be by Thermacon, Model T-90 SPDT/POT.
- O. Electronic Lock Hardware (Strikes)
  - 1. Electric Strikes: Provide and install electronic strikes at locations shown on the Construction Documents.
  - 2. Shall be tamper resistant.
  - 3. Shall have static strength of 1500 lbs.
  - 4. Shall have dynamic strength of 70 ft. - lbs.
  - 5. Shall have endurance of 500,000 cycles.
  - 6. Shall be fail safe.
  - 7. Shall be 24VDC/VAC.
  - 8. Door Operators and Door Actuators: Door operators and door actuators shall be existing as provided by the District. Unless otherwise noted on the Construction Documents, Contractor shall provide disassembly and re-assembly as required to provide final termination of ACAMS cabling to the door operators and door actuators.
  - 9. Electronic lock hardware shall be by VON DUPRIN, Model 6210 FSE 24VDCxxxx or approved equal. Provide all associated lock accessories needed to render the strike fully functional. Confirm finish and handing on a door by door basis with the District prior to installation.
- P. Electronic Lock Hardware
  - 1. Electric Locks: Provide and install electronic locks at locations shown on the Construction

Documents.

2. REX Devices: Unless otherwise noted on the Construction Documents, REX devices shall be integrated with new electric lock hardware. Contractor shall provide disassembly and re-assembly as required to provide final termination of ACAMS cabling to the REX devices of existing electronic lock hardware.
3. Power Transfer Hinge: Unless otherwise noted on the Construction Documents, Contractor shall provide disassembly and re-assembly as required to provide final termination of ACAMS cabling to the transfer hinges.
4. Power Booster: Power booster shall be existing as provided by the District. Unless otherwise noted on the Construction Documents, Contractor shall provide disassembly and re-assembly as required to provide final termination of ACAMS cabling to the power boosters.
5. Door Operators and Door Actuators: Door operators and door actuators shall be existing as provided by the District. Unless otherwise noted on the Construction Documents, Contractor shall provide disassembly and re-assembly as required to provide final termination of ACAMS cabling to the door operators and door actuators.
6. Electronic Lock hardware shall be Von Duprin, Model E99xxxxx. Confirm electric lock configuration, finish, handing and handle type and style on a door by door basis with the District prior to installation.

## 2.4 POWER SUPPLIES

### A. TYPE A – Power Supply (Field Processors):

1. Shall be UL listed.
2. Shall provide 12VDC/24VDC at 6 Amp continuous current.
3. Shall be supplied in a metal enclosure.
4. Shall include two (2) eight (8) port power distribution boards.
5. Shall be equipped with a Type B alarm contact as specified in this Section.
6. Power supply shall be by Altronix, Model AL600ULX-PD16.

### B. TYPE B – Power Supply (12 VDC Field Devices):

1. Shall be UL listed.
2. Shall provide 12/24VDC at 6 Amp continuous current.
3. Shall be supplied in a metal enclosure.
4. Shall include two (2) eight (8) port power distribution boards.
5. Shall be equipped with a Type B alarm contact as specified in this Section.
6. Power supply shall be by Altronix, Model AL600ULX-PD16.



C. TYPE C – Power Supply (24 VDC Field Devices):

1. Shall be UL listed.
2. Shall provide 24VDC at 10 Amp continuous current.
3. Shall be supplied in a metal enclosure.
4. Shall include two (2) eight (8) port power distribution boards.
5. Shall be equipped with a Type C alarm contact as specified in this Section.
6. Power supply shall be by Altronix, Model AL1024ULX-PD16.

D. TYPE D – Power Supply (Locks):

1. Shall be UL listed.
2. Shall provide 24VDC at 10 Amp continuous current.
3. Shall be supplied in a metal enclosure.
4. Shall include two (2) eight (8) port power distribution boards.
5. Shall be equipped with a Type C alarm contact as specified in this Section.
6. Power supply shall be by Altronix, Model AL1024ULX-PD16.

2.5 BACKBOARD REQUIREMENTS

- A. Provide and install plywood backboards at locations as shown on the Construction Documents.
- B. The following backboard requirements must be met:
  1. Backboards shall be 3/4" thick, fire resistant plywood with two (2) coats of painted finish on both sides to match the color of the walls on which they are installed.
  2. Plywood shall be installed with "A" side out. Plywood shall additionally be masked as required to allow visual verification of grade stamping.
  3. Mount backboard at +6" min. above floor, unless otherwise noted on the Construction Documents.

2.6 WIREWAYS

- A. Type – A:
  1. Wireway shall be metal in construction with a standard powder coat finish.
  2. Wireway shall be 4" x 4" x 72".
  3. Wireway shall be by Hoffman, Model F44T172GVP.

B. Type – B:

1. Wireway shall be metal in construction with a standard powder coat finish.
2. Wireway shall be 4" x 4" x 48".
3. Wireway shall be by Hoffman, Model F44T148GVP.

2.7 ENCLOSURES

A. Large Type 1

1. Shall be of 14 gauge steel.
2. Shall have continuous hinge on door.
3. Shall have mounting holes on back of enclosure.
4. Shall be secured by lock cylinder.
5. Shall utilize back panel.
6. Shall be equipped with a Type C alarm contact as specified in this Section.
7. Enclosure shall be by Hoffman, Model A48N3609. Back panel shall be by Hoffman, Model A42P36. Lock cylinder shall be by Hoffman, Model AL12AR.

B. Medium Type 1

1. Shall be of 14 or 12 gauge steel.
2. Shall have doors with butt hinges.
3. Shall have mounting holes on back of enclosure.
4. Shall be secured by lock cylinder.
5. Shall utilize back panel.
6. Shall be equipped with a Type C alarm contact as specified in this Section.
7. Enclosure shall be by Hoffman, Model A16N20ALP. Back panel shall be by Hoffman, Model A16N20MP. Lock cylinder shall be by Hoffman, Model AL12AR.

C. Small Type 1

1. Shall be of 16 gauge steel.
2. Shall have doors with butt hinges.
3. Shall have mounting holes on back of enclosure.
4. Shall utilize back panel.

5. Enclosure shall be by Hoffman, Model A6N64. Back panel shall be by Hoffman, Model ASN6P.

D. Back Panels (For Existing Enclosures)

1. Provide and install back panels for existing enclosures as shown on the Construction Documents. Field verify prior to installation, provide as needed.

2.8 ASSOCIATED EQUIPMENT

A. Relays

1. Individual cube relays shall be provided by the Contractor as incidental to the project.
2. Where required, relays shall be by Idec.

B. Terminal Blocks

1. Terminal blocks shall be provided by the Contractor as incidental to the project.
2. Where required, terminal blocks shall be by Phoenix.

2.9 NETWORK SWITCHES

A. 48 Port Stackable PoE Ethernet Switch.

1. Shall be rack mountable.
2. Shall be stackable.
3. Shall have 48 x RJ45 Ports.
4. Shall be PoE enabled.
5. Shall be 10/100/1000 Mbps.
6. Shall have VLAN Support.
7. Shall be SNMP enabled.
8. Power shall be 100 to 240 VAC.
9. 48 Port Stackable PoE Ethernet Switch shall be Cisco, Model WS-C2960S-48FPD-L.

B. 24 Port Stackable PoE Ethernet Switch.

1. Shall be rack mountable.
2. Shall be stackable.
3. Shall have 48 x RJ45 Ports.
4. Shall be PoE enabled.

5. Shall be 10/100/1000 Mbps.
6. Shall have VLAN Support.
7. Shall be SNMP enabled.
8. Power shall be 100 to 240 VAC.
9. 24 Port Stackable PoE Ethernet Switch shall be Cisco, Model WS-C2960S-24PD-L.

## 2.10 ELECTRICAL REQUIREMENTS (120VAC)

- A. Unless otherwise noted on the Construction Documents, all 120VAC shall be considered existing at locations requiring installation of security equipment, power boosters and power supplies.
- B. The Contractor shall check the adequacy of all power and wiring before making final connections and applying power to the equipment.
- C. The Contractor shall be responsible for terminating existing 120VAC power to all power supplies, devices, and other security equipment as required. The Contractor shall provide conduit, wiring and connections from 120VAC junction boxes supplied by the District to each security component noted on the Construction Documents. Should the Contractor not possess the necessary licenses to install and terminate 120VAC wiring, Contractor shall be responsible for hiring a subcontractor as required to complete this work.
- D. Contractor shall not be responsible for conduit, wiring and connections associated with terminating 120VAC to power boosters and door operators supplied by the District.

## PART 3 - EXECUTION

### 3.1 GENERAL

- A. The Contractor shall have at least one Lenel Master Certified factory trained representative on-site during all programming and configuration activity.
- B. Perform all work in accordance with acknowledged industry and professional standards and practices and the procedures specified herein.
- C. A complete, operating system shall be provided. Include all devices specified including basic components and accessories, interconnecting wiring and other equipment and installation devices necessary for a complete system as specified.

### 3.2 SECURITY DOOR CONTROL AND MONITORING DEVICES

#### A. INSTALLATION

1. Install materials and equipment in accordance with manufacturer's recommendations, instructions, and industry standards.
2. Install and terminate devices straight, level and plumb to walls, doors, finished ceiling and/or finished floors, as applicable.
3. Coordinate the installation, termination and testing of all devices with the District.

4. Card readers shall be installed flush-mounted (unless otherwise noted), to new junction boxes. Contractor shall terminate all wiring and test card reader prior to installation.
5. Run all wiring from each card reader door to its respective wireway, DRI, power supply or security equipment enclosure with no splices or termination points in between, as designated on the Construction Documents.
6. Install new end of line resistors (EOL), at the device to provide 4-state supervision monitoring of all installed devices.
7. Install, terminate and test all devices and EOL resistors such that desired conditions occur upon activation, which are within the manufacturer's performance specifications.
8. Adjust pattern and sensitivity of all devices to achieve desired coverage area, where applicable.
9. All relays, whether specified herein or not, shall be provided by the Contractor as incidentals to the project.
10. No splices shall be made except as required to terminate devices. All connections made at devices shall be soldered and encapsulated by clear heat shrink tubing. Wire nuts, bean connectors, barrel connectors, crimp connectors, etc. shall not be accepted.

#### B. PROGRAMMING

1. System programming shall only be performed by a Lenel Master Certified factory trained representative.
2. Coordinate all programming activities with the District prior to commencement of programming.
3. Programming shall include but not be limited to:
  - a. All ACAMS devices existing and new.
  - b. Access privileges, groups and assignments.
  - c. Monitoring group and partition assignments of ACAMS devices on a global, per campus, per area, and per building basis.
  - d. Any other programming activity that may be required to render the system 100% functional and intended, designed and shown.

#### C. TESTING

1. Terminate and test all alarm contacts such that alarm conditions occur upon door actuation, which are within the manufacturer's performance specifications.
2. Furnish all necessary instruments and equipment required for conducting tests. Test all wiring for shorts, open circuits or grounding.
3. When entire installation has been completed, test out circuits and demonstrate that operation of system is in accordance with the Construction Documents.

**END OF SECTION**

## **SECTION 13746**

### **SECURITY WIRE AND CABLE**

#### **PART 1 - GENERAL**

##### **1.1 RELATED REQUIREMENTS**

- A. Drawings and specific provisions of this Contract, including other Sections, apply to the work specified in this Section.

##### **1.2 RELATED WORK NOT IN THIS SECTION**

- A. General and specific provisions of these Specifications apply to the work specified in this Section, as well as:
  - 1. Security General Requirements (Section 13701)
  - 2. Basic Materials and Methods (Section 13710)
  - 3. Security Management System (Section 13721)

##### **1.3 DESCRIPTION OF WORK**

- A. All labor, materials, appliances, tools, equipment, facilities, transportation, and services necessary for, or incidental to, performing all operations of the work of this Section, complete, as shown on the Construction Documents or specified herein. Work includes, but is not limited to, the following:
  - 1. Furnish and install all data, signal and security power cabling as required on the Construction Documents.
  - 2. Perform end-to-end tests of cable pairs, and verify assignments and terminations. Provide documentation of testing and submit to the Owner and Security Consultant for approval and verification.
  - 3. The entire system shall be supported by engineering documentation in accordance with the provisions of these Specifications, specifically including:
    - a. Wiring diagrams showing all devices, terminations, and interconnections.
    - b. Connection diagrams showing interfaces between the devices, panels, and system head-ends.
    - c. Cable assignments and terminations, showing all pair assignments and termination locations.

##### **1.4 REGULATORY REQUIREMENTS**

- A. Comply with the California Electric Code (CEC) and state codes and ordinances.
- B. Where required, materials shall be listed by Underwriter's Laboratories (U.L.) and shall bear the U.L. Inspection Label.

- C. Materials shall meet with approval of the Division of Industrial Safety, State of California and all governing bodies having jurisdiction.
- D. Where required, the Contractor shall use plenum rated cabling and support devices which conforms to the CEC.

## 1.5 PRODUCT HANDLING

- A. Deliver materials to job site in original, unbroken packages, properly tagged with U.L. label, size, type, and manufacturer indicated.

## PART 2 – PRODUCTS

### 2.1 MATERIALS AND EQUIPMENT

- A. Unless otherwise noted, all materials and equipment shall be new, of the type, capacity, and quality specified and free from defects. Material shall bear the label of, and be listed by, the Underwriters' Laboratories unless of a type for which label or listing service is not provided.
- B. Wire and Cable
  - 1. Security Signal Cabling – Type A:
    - a. All security signal cabling shall be West Penn Model 221, 22 AWG, 2 conductors, twisted, non-shielded, or equal.
  - 2. Communication Cabling – Type B:
    - a. All security signal cabling shall be West Penn Model 291, 22 AWG, 2 conductors, twisted, shielded, or equal.
  - 3. Security Power (12/24 VAC/VDC) Cabling – Type C:
    - a. Unless otherwise specified, all 24 VAC/VDC security power cabling shall be West Penn Model 224, 18 AWG, 2 conductors, stranded, non-shielded, or equal.
  - 4. Security Reader Cabling – Type D:
    - a. Unless otherwise specified, all security reader cabling shall be West Penn Model 3270, 22 AWG, 6 conductors, stranded, shielded, or equal.
  - 5. Ethernet Cabling – Type E
    - a. Unless otherwise specified all Ethernet cabling shall be Panduit, Model UTPSPxxxY. Confirm length and color with District prior to installation.

### 2.2 CABLE LABELING

- A. Labels shall be a self-laminating vinyl.
- B. Labels shall have a white background for printing and a clear tab to protect the printed text.



- C. Labels shall be a minimum of 1" wide and 1-1/4" long, the printed area shall be no less than 1/2" high.
- D. Generate labels using a handheld Brady I.D. Pro-plus labeler Model ID PRO-PLUS, or equal.
- E. Labels shall be by Brady, Model number WML-311-292, or equal.

### **PART 3 - EXECUTION**

#### **3.1 INSTALLATION**

- A. Contractor shall be responsible for delivery, storage, protection, and placing of all equipment and materials.
- B. Contractor shall install materials and equipment in accordance with manufacturer's recommendations, instructions, and industry standards.
- C. All cables shall be connected to terminal strips/blocks or to equipment via suitable factory-furnished or locally furnished connectors. Cable to rack-mounted equipment shall be long enough to allow complete removal of equipment, even if rear access is totally restricted.
- D. All intra-rack wiring shall be neatly strapped, dressed, and supported. Terminal blocks, boards, strips, or connectors shall be supplied for all cables that enter or leave racks, enclosures or equipment modules. Cables shall be grouped according to signals carried.
- E. NEC approved hangers and strapping devices shall be utilized for installation of wire and cable in ceiling.

#### **3.2 INSTALLATION OF CONDUCTORS**

- A. Conductors shall be continuous between outlets or junction boxes and no splices shall be accepted.
- B. For wire training and clamping in cabinets and enclosures, use nylon cable ties, bundling no more than four (8) conductors per bundle to facilitate manual tracing of conductors.
- C. Open cable runs shall be supported independently. Provide 12 gauge ceiling wires with "Caddy" type clips and/or bridle rings as required (10' maximum spacing).
- D. Use stranded #14 AWG conductors for power circuits.
- E. Bundle and lace conductors neatly in cable tray/racks, panels, cabinets, and equipment.
- F. The Contractor for properly securing hanging fixtures, equipment, and outlets shall provide mounting facilities. Provide sleeves, inserts, expansion bolts, and all components required.
- G. No splices shall be made except as required to terminate devices. All connections made at devices shall be soldered and encapsulated by clear heat shrink tubing. Wire nuts, bean connectors, barrel connectors, crimp connectors, etc. shall not be accepted.

#### **3.3 LABELING**

- A. Cable labeling shall be keyed to the Drawings, as approved by the Owner, such that at each

cable end, origination and destination can be quickly and clearly ascertained. Spare cables shall be so identified.

- B. Label text shall be printed utilizing the "SMALL" text size setting.
- C. Label text shall be printed on three lines utilizing the "WIRE" setting.
- D. Label shall be affixed to cable jacket no more than 1" from where jacket is stripped back to allow ease of cable identification.
- E. Label shall be affixed to cable jacket by adhering the white printed portion of the label directly to the jacketing and then wrapping the clear portion of the label around and over the white printed portion to protect the printed text of the label.
- F. Label shall be positioned so that it can be easily read with out needing to adjust or reposition label or surrounding cabling.

### 3.4 FIELD QUALITY CONTROL

- A. Tests:
  - 1. Furnish all necessary instruments and equipment required for conducting tests. Test all wiring for shorts, open circuits or grounding.
  - 2. Immediately correct any defective work.
  - 3. When entire installation has been completed, test out circuits and demonstrate that operation of system is in accordance with the Construction Documents.

### 3.5 ADJUSTING AND CLEANING

- A. Clean exposed parts of all equipment and interior of panels and cabinets of dirt, cement and plaster and other materials.
- B. Replace or refinish scratched or damaged materials.

**END OF SECTION**