



LOS ANGELES  
**EDUCATION**  
PARTNERSHIP

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## Invitation to Bid Abbreviated

August 27, 2021

To: Bidding Contractors

Project Number: 010942

Cc: Michele Broadnax  
Nancy Villarreal

Project: LAEP EHS Childcare Center

Subject to the conditions noted herein, bids for a Lump Sum Contract are hereby for the following Tenant Improvement Work:

Client (Tenant): Los Angeles Education Partnership (LAEP)

Project Location: 13928 Kornblum Avenue  
Hawthorn, CA 90250

Building Owner: Hawthorne School District (HSD)  
14120 S. Hawthorne Blvd.  
Hawthorne, CA 90250

Building Contact: Mara Pagniano  
Assistant Superintendent of Business Services  
Tel: (310) 676-2276  
[mpagniano@hawthorne.k12.ca.us](mailto:mpagniano@hawthorne.k12.ca.us)

Planner/Designer: Gio Aliano, AIA

Return Bids to Elvia De La Torre  
1541 Wilshire Boulevard  
Suite 200  
Los Angeles, CA 90017  
Tel: (213) 622-5237 ext. 282  
(323) 313-2340 cell  
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## Invitation to Bid Abbreviated

**Bid Period:**

Bid documents will be delivered on  
Friday, August 27, 2021

Pre-Bid Walk-thru at project location with general  
contractors and their subs – TBD.

Completed bids to be returned by 5:00 pm  
Friday, September 24, 2021

**Start & Completion Dates:**

Construction to start October 2021.  
Construction completion by December 31, 2021.

**Start Time and Days:**

Construction will take place Monday –Friday between the  
hours of 4:30 pm and 6:00 am

**Project Scope & Size:**

This request is for all work, materials, labor, etc. to  
complete the tenant improvement work noted in the  
Invitation to Bid.

Total size: 3,840 sq. Feet

The playground area and equipment to be under separate  
sub-contractor.  
(GC to coordinate and include work in schedule)

# Invitation to Bid Abbreviated

## List of Documents

The Bid Documents issued to each bidder shall include the following:

<u>Items</u>	<u>Copies</u>
Bid Form (Must be used for submission)	1
Separate Price Bid Form (Must be used for submission)	1

Construction plans (blueprints) not included

# Invitation to Bid

## Abbreviated

### INSTRUCTIONS TO BIDDER

1. **Pre-Bid Job Site Inspection**

Before submitting proposal, bidder should carefully examine the bid documents, visit the site of work, fully inform themselves of all existing conditions and limitations (including those of labor), and shall include in the proposal a sum to cover the cost of all items completed in accordance with the contract documents. No considerations will be granted for any alleged misunderstanding of the materials to be furnished or work to be done. It being understood that the tender of a proposal carries with it the agreement to all items and conditions referred to herein or indicated on accompanying drawings. See page one for information.
2. **Mechanical, Electrical, Plumbing and Fire Protection**

The mechanical and electrical shall be designed per code and to fully accommodate the load as detailed on the equipment and power requirements list.
3. **Bid Form**

Bids should include line-item trade break down for each sub-trade per attached Bid Form and a separate itemized break down of quantity and pricing for each component for each trade.
4. **Change Orders**

Percentages for General Conditions, Overhead and Fees shall be the same as those used in the Bid as shown on the Bid Form.
5. **Contract Type**

Upon award of bid, contractor will be expected to enter into an agreement with the appropriate party (see page one) for a stipulated sum per AIA Document A101.
6. **Schedule**

Contractor is required to submit a schedule delineating all project activities (including telecom) in calendar weeks. The schedule should indicate all long lead items.
7. **Discrepancies or Omissions**

Should a bidder find discrepancies in or omissions from documents or should there be any doubt as to their meaning, the contractor should submit an RFI to which the planner/designer will respond within a reasonable amount of time.
8. **Construction Work Rules and Regulations**

If not included in this package the contractor must see the Building Management for a copy of the Rules and Regulations. Contractor will be required to sign the Construction Rules and Regulations and submit the required insurance certificates. The requirements of these documents are a part of the bidding documents.

## Invitation to Bid Abbreviated

9. **Project Close-out**  
At the end of the project the contractor will supply the planner/designer with all the appropriate documentation required by the Rules and Regulations. LAEP in turn will supply these copies to the building and the client.
10. **Insurance**  
All General Contractors must provide to landlord Certificate of Insurance per Building Requirements, adding Tenant as Additionally Insured.
11. **LEED Certification**  
Not Required.
12. **Bonds and All Risk Insurance**  
Bidder shall indicate all charges which will be incurred if a Payment Bond and Performance Bond (100% of the Lump Sum Price) is required. These costs shall be itemized separately as noted on the Bid Form, Trade Breakdown.
13. **Work Not-In-Contract**
  - a. The pulling of cable for data and telephone outlets.
  - b. Installation of furniture panel system (electrical connection of furniture feed to 'J' box shall be included in Contractor's Bid).
14. **Overtime**  
Bid price shall be based on the construction completion date stated on the cover page, INVITATION TO BID. All "After Hour" work costs shall be included in the Bid.
15. **Payment**  
The contractor shall be entitled to progress payments on a monthly basis for the value of materials and labor expended based upon a percentage of work completed calculation less than the sum of all previous payments (use the AIA format). A ten percent (10%) retention shall be incorporated into the request for payment schedule and shall be paid upon full completion of all work elements contained in the Bid Documents including all Punch List items. The number of payments shall not exceed one (1) per month. All requests for payments shall also include a corresponding Waiver of Lien form.