



## City of Elk Grove INVITATION TO BID

**NOTICE IS HEREBY GIVEN** that sealed bids will be opened and tabulated by or on behalf of the City Clerk at the City Clerk's designated office located at 8380 Laguna Palms Way, Suite 200, Elk Grove, California, immediately after **10:00 A.M.** local time on **Monday, July 13, 2009** for furnishing all labor, materials, tax, transportation, equipment and services necessary for the:

### **City Hall Tenant Improvements Project – 8401 Laguna Palms Way**

Any bids received after the time specified shall be returned unopened.

#### **Description of Work:**

The proposed work shall be performed in accordance with the plans, specifications and other contract documents and shall consist of the following: The Project consists of tenant improvements that involve selective demolition and new construction within a continuously occupied City Office building. The specific areas of work will be unoccupied however some work takes place in close proximity to City staff. As a consequence isolation and scheduling of the work, control of dust, fumes, noise, and general job cleanliness are all very important. Because the building will remain in use, the construction work has been divided into two phases so that City staff may relocate following completion of the first phase and prior to start of the second phase. There will likely be a ten to 14 day period between these phases of work. In general terms the work includes revisions to Mechanical / Electrical / security / telecom systems / new flooring / ceilings and finishes.

The Engineer's estimate for the work is \$100,000.

**Mandatory pre-bid meeting will be held on Monday, July 6, 2009 at 2:00 P.M. in the Council Chambers located at 8400 Laguna Palms Way, Elk Grove, CA 95758.**

#### **For Pre-Bid Information and Information Pertaining to the Construction Plans and Specifications, Contact:**

Bob Williamson, Senior Project Architect, City of Elk Grove, Public Works Department  
Telephone: (916) 478-2260 or Email: [bwilliamson@elkgrovecity.org](mailto:bwilliamson@elkgrovecity.org).

#### **For Obtaining Bid Documents, Contact:**

Stephany Bauder, Administrative Assistant, City of Elk Grove, Public Works Department  
Telephone: (916) 478-2212 or Email: [sbauder@elkgrovecity.org](mailto:sbauder@elkgrovecity.org)

Plans, specifications and other bid documents may be examined and/or obtained at the City of Elk Grove City Hall, Public Works Department, located at 8401 Laguna Palms Way, Elk Grove, CA 95758. A copy of the bid documents may be obtained at the City Hall upon request and payment of \$50.00 or may be mailed upon request and payment of \$60.00. The amount of the payment is non-refundable.

You may also view and download the plans, specifications, and other bid documents at our website [www.elkgrovecity.org](http://www.elkgrovecity.org) under "Quick Links", Request For Proposals/Bids.

By: \_\_\_\_\_  
Richard W. Shepard  
Public Works Director

Date: July 9, 2009