

**CITY OF GARDENA**  
**NOTICE INVITING BIDS**  
for  
**GARDENA CITY HALL ELECTRICAL SYSTEMS UPGRADE**  
**(1700 W. 162<sup>nd</sup> STREET)**

**PROJECT NO. JN 541**

Plans and Specifications are available through ARC Document Solutions. Please be advised that there is an additional charge for delivery. Upon payment of the purchase price, they become the property of the purchaser and may not be returned for refund.

You may access the plans through the following website under Public Planroom:

<https://www.e-arc.com/location/costa-mesa/>

(Scroll down to "Planrooms"/"Order From PlanWell"/"Public Planroom" and select City of Gardena under the "in all company" pulldown menu)

or

[https://customer.e-arc.com/arcEOC/Secures/PWELL\\_PrivateList.aspx?PrjType=Pub&mem=29&c](https://customer.e-arc.com/arcEOC/Secures/PWELL_PrivateList.aspx?PrjType=Pub&mem=29&c)

For help accessing and ordering, please contact a Planwell Administrator at 562.436.9761.

Notice is hereby given that the City of Gardena will receive sealed bids at the office of the City Clerk, City Hall, 1700 W. 162<sup>nd</sup> Street, Gardena, California, until **2 PM on Sept. 30, 2025** and shortly thereafter on this same day, they will be publicly opened and read in the City Clerk's Office in-person and via ZOOM.

The information to join the bid opening via ZOOM is the following:

**Topic: Bid Opening**  
**Time: 2:00 PM on Sept. 30, 2025 (Shortly thereafter the deadline)**  
**Join ZOOM Meeting**

Https://us02web.zoom.us/j/83221622115

Meeting ID: 832 2162 2115

Dial by phone: +1 669 900 9128 US

Should you have any questions or concern in delivering a bid or joining the ZOOM Meeting, please contact City Clerk's office at (310) 217-9565 or via email at [cityclerk@cityofgardena.org](mailto:cityclerk@cityofgardena.org).

All bids must be in writing, must be sealed, and must be plainly marked on the outside: **"BID ON PROJECT NO. JN 541"**. Any bid received after the hour stated above for any reason whatsoever, will not be considered for any purpose but will be returned unopened to the bidder.

Bids are required for the entire work as described below:

**PROJECT SUMMARY:** The proposed electrical upgrade project at Gardena City Hall encompasses a comprehensive overhaul of the building's power distribution infrastructure to accommodate increased electrical loads, future expansions, and the addition of electric vehicle (EV) charging stations. The scope includes coordination with Southern California Edison (SCE) for high-voltage power service, installation of new electrical infrastructure, and replacement of

outdated electrical panels. This project will also involve site-specific improvements, such as the installation of an emergency power generator, security measures, and future capacity planning.

The project begins with the coordination with Southern California Edison (SCE) to obtain high-voltage electrical service from a power pole located immediately west of the City Hall's trash enclosure, near the western property line.

The design includes a new, pad-mounted electrical switchboard to be installed on-site. The switchboard will feature a utility billing meter and a main power break disconnect. Buried conduits will be installed to connect this new switchboard to the existing main electrical panels within City Hall, ensuring proper distribution of power to the building's sub-panels. Concrete encasement will be used for the conduits to protect them from potential damage. Additionally, spare conduits will be installed between the new switchboard and the basement electric room, allowing for future expansion.

As part of the electrical upgrade, outdated ZINSCO panels and sub-panels inside the building will be replaced with new, UL-approved panelboards. These will include GFCI circuit breakers as required by the National Electrical Code (NEC) for safety in areas such as restrooms and kitchenettes. This replacement is critical to ensure that the City Hall's electrical infrastructure is up to current safety standards and capable of handling the building's electrical load.

Four (4) new dual-port, "Level-2" EV chargers will be installed in the parking lot, west of the trash enclosure.

A diesel engine-driven emergency power generator, will be installed west of the trash enclosure. This generator will be housed in a NEMA 3R-rated outdoor enclosure and will be accompanied by an automatic transfer switch that will feed power to a new emergency power distribution panel. This panel will provide emergency power for critical building functions. A new automatic transfer switch (ATS) and distribution panel will be provided to accommodate present and future critical loads.

A minimum 6-foot-high security fence with locked access gates will be installed. This fence will enclose the electrical equipment area, ensuring protection against unauthorized access, as the surrounding City Hall parking lot is not currently fenced (only the Police Department areas are).

Once the new utility service and power distribution system are commissioned, all supply circuits from the Police Department's main switchboard and emergency power panel will be disconnected and capped. Any remaining buried conduits between the Police Department and City Hall will be slurry-sealed and filled to prevent water intrusion. Additionally, conduit entries into the City Hall basement electric room will be capped and sealed to eliminate further water penetration issues.

This project represents a significant upgrade to the electrical infrastructure of Gardena City Hall, ensuring that the facility is equipped to meet current and future power demands while enhancing safety, security, and operational reliability. The improvements will support the City Hall's expanding services and provide a solid foundation for future infrastructure growth.

## **Working Hours (See Technical Provisions)**

**See Technical Provisions for list of “Deferred Submittals”**

### **Mandatory pre-bid meeting**

A mandatory pre-bid meeting for this project is scheduled for Tues Sept. 16, 2025 at 9am  
Meeting place shall be in front of City Hall at 1700 W. 162<sup>nd</sup> St.

**Only contactors who attend the meeting will be allowed to submit a bid.**

**ENGINEER'S ESTIMATE:**            \$850,000

The time of completion of contract shall be **[75] working days (construction)** as defined in the latest Standard Specifications for Public Works (“Greenbook”). Does not include submittal, review, RFI, and order period. Liquidated Damages, as defined in Section 6-9, shall be **[\$1000] per each consecutive calendar day.**

Each bidder must submit a proposal to the City, c/o City Clerk in accordance with the Plans and Specifications. Said proposal is to be accompanied by a cash deposit, a certified or cashier's check, or a bidder's bond, made payable to the City of Gardena, in an amount not less than 10 percent of the total bid submitted.

The envelope enclosing the proposal shall be sealed and addressed to the City of Gardena c/o City Clerk, and delivered or mailed to the City at 1700 W. 162<sup>nd</sup> Street, Gardena, California 90247-3778. The envelope shall be plainly marked in the upper left-hand corner as follows:

ATTENTION: CITY, c/o CITY CLERK

(Bidder's Name and Address) \_\_\_\_\_

(Number and title of this project) \_\_\_\_\_

The successful bidder will be required to furnish a faithful performance bond in the amount of 100 percent of the contract price, and a payment bond in the amount of 100 percent of the contract price, both in a form satisfactory to the City Attorney.

The contractor shall have an active **Class “C10”** license from the Contractor's State License Board at the time of submitting bid.

Pursuant to Public Contract Code Section 22300, the Contractor may, at Contractor's sole cost and expense, substitute securities equivalent to any monies withheld by the City to insured performance under the contract unless applicable federal regulations or policies do not allow such substitution. Such security shall be deposited with the City, or a state or federally chartered bank as escrow agent, who shall pay such monies to the Contractor upon satisfactory completion of the Contract. The Contractor shall be the beneficial owner of any security substituted for monies withheld and shall receive any accrued interest thereon. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. No such substitution shall be accepted until the escrow agreement, letter of credit, form of security and any other document related to said substitution is reviewed and found acceptable by the City Attorney.

The City reserves the right to reject any or all bids and to waive any informality or irregularity in any bid received and to be the sole judge of the merits of the respective bids received. The award, if made, will be made to the lowest responsive responsible bidder.

Bidders are advised that this Project is a public work for purposes of the California Labor Code, which requires payment of prevailing wages. Accordingly, the bidder awarded the Contract and all subcontractors shall be required to pay not less than the prevailing rate of per diem wages, as determined by the Director of the California Department of Industrial Relations, and otherwise comply with the provisions of Section 1770 et seq. of the California Labor Code, California Code of Regulations, Title 8, Section 16000 et seq., and any other applicable laws, rules and regulations adopted with respect thereto ("California Prevailing Wage Laws").

Attention is directed to the provisions of Sections 1777.5 and 1777.6 of the Labor Code concerning the employment of apprentices by Contractor or any Subcontractor under it. Contractor and any Subcontractor under it shall comply with the requirements of said sections in the employment of apprentices.

The Contractor is prohibited from performing work on this project with a subcontractor who is ineligible to perform work on the project pursuant to Section 1777.1 or 1777.7 of the Labor Code.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. All contractors and subcontractors must furnish electronic certified payroll records directly to the Labor Commissioner (aka Division of Labor Standards Enforcement) in a format prescribed by the Labor Commissioner no less than monthly.

As of **January 1, 2016**, the requirement to furnish electronic certified payroll records to the Labor Commissioner will apply to all public works projects, whether new or ongoing. City may require a copy of the electronic certified payroll records submitted to the DIR at anytime.

Exceptions: The Labor Commissioner may (but is not required to) excuse contractors and subcontractors from furnishing electronic certified payroll records to the Labor Commissioner on a project that is under the jurisdiction of one of the four legacy DIR-approved labor compliance programs (Caltrans, City of Los Angeles, Los Angeles Unified School District, and County of Sacramento) or that is covered by a qualifying project labor agreement.

These requirements will apply to all public works projects that are subject to the prevailing wage requirements of the Labor Code without regard to funding source.

The State General Prevailing Wage Determination is as established by the California Department of Industrial Relations (available at <http://www.dir.ca.gov/DLSR/PWD/index.htm>).

Skilled and Trained Workforce: This project is subject to Skilled and Trained Workforce Requirements per Sections 2600 through 2603 of the Public Contract Code.

Award of Contract: The following are conditions to the award of the contract:

- I. Each contractor and subcontractor listed on the bid must be registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5. subject to the limited exceptions set forth in Labor Code Section 1771.1(a) (regarding the submission of a bid as authorized by Business & Professions Code Section 7029.1 or Public Contract Code Section 10164 or 20103.5 provided the contractor is registered to

perform public work pursuant to Section 1725.5 at the time the contract was awarded):  
and

- II. No contractor or subcontractor may be awarded this contract unless the contractor and each subcontractor listed on the bid is registered with the Department of Industrial Relations pursuant to Section 17265.5.

Any questions regarding this bid package may be referred to Jun De Castro, Public Works Engineering Division at 310.217.9642.