

**COUNTY OF RIVERSIDE PURCHASING AND FLEET SERVICES  
PUBLIC WORKS (Projects Over \$25,000)**

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**Bid Submission Address:**

Purchasing and Fleet Services  
3450 14<sup>th</sup> St. Suite 420  
Riverside, CA 92501  
Telephone: (951) 955-4937

**Return bid to address above:**

**Request for Bids # FMARC-317**

Bid Issue Date: 03/05/2024  
Job Walk Date: 03/13/2024  
Bid Closing Date: 03/21/2024  
on or before 1:30 P.M. Pacific Time

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**PUBLIC WORKS  
NOTICE INVITING BIDS**

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1. The **COUNTY OF RIVERSIDE**, herein called County, invites sealed bids for:  
Southwest Justice Center Boiler Repair

The Contractor shall furnish all labor, materials, parts, equipment, tools, supervision, services, transportation, waste disposal, facilities and other required items necessary to complete the following work in strict accordance with all of the Contract Documents:

**SITE:** Riverside County Southwest Justice Center (MU1307)  
30-755 Auld Road  
Murrieta CA 92563

ESTIMATED PROJECT COST: \$85,000.00

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2. **BID DOCUMENTS**

- a. **DRAWINGS:** The following drawings and plans are applicable to this project and made part of the Request for Bid.
- Drawings:** The (2) page Attachment C (Boiler Images- Southwest Justice Center) also made available on Purchasing's website free of charge: [www.purchasing.co.riverside.ca.us](http://www.purchasing.co.riverside.ca.us)
- i. The drawings will not be distributed at the mandatory bidder's conference.
- b. **GENERAL CONDITIONS:** The General Conditions applicable to the work are included in this Request for Bid as Attachment B, Confined Space Entry Program are included as Attachment D and Hot Work Procedures as Attachment E.
- c. **PURCHASING WEBSITE:** All information related to the RFB are available on Purchasing's website [www.purchasing.co.riverside.ca.us](http://www.purchasing.co.riverside.ca.us) on the Open Bids Page for (Public Works under \$200,000) free of charge.

3. **LICENSE REQUIRED** - The following license is required for this project: C-4 Boiler, Hot Water Heating and Steam Fitting
4. **IN-USE OFF-ROAD DIESEL-FUELED FLEET CERTIFICATE OF REPORTED COMPLIANCE** – Valid Certificates of Reported Compliance as described in California Code of Regulations, title 13, section 2449(n) for fleets of vehicles subject to 13 CCR section 2449 are required for this project.
5. Any contact with County personnel regarding this procurement, other than the Purchasing Procurement Contract Specialist identified in this RFB, may result in disqualification of your bid.

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**6. TIMELINES -**

1. <b>Release of Request for Bids:</b>	<b>Date: March 5, 2024</b>
2. <b>Mandatory Bidder Conference:</b> Bids will not be accepted from bidders that did not attend the mandatory bidder conference.  Any issues or concerns getting to the job walk please notify <a href="#">Misty Alderaan</a> <b>Cell#:(951) 441-7701</b>	<b>Date: March 13, 2024</b> <b>Time: 11 a.m.</b> Location: Southwest Justice Center 30-755 Auld Road, Murrieta, CA 92563 Park in public lot adjacent to Auld Rd & meet in front of the Justice Center rotunda
3. <b>Deadline For Submission Of Questions:</b> Email: <a href="mailto:maalderaan@rivco.org">maalderaan@rivco.org</a> It is the responsibility of the bidder to confirm transmission of correspondence.	<b>Date: March 15, 2024</b> <b>Time: No later than 1:30 p.m.</b> Must be in the form of an Email
4. <b>Deadline For Bids:</b>	<b>Date: March 21, 2024</b> , on or before 1:30 PM Pacific time

**7. BID SUBMITTAL - All vendors must submit the following required documents:**

- Bid Form (Pages 5-9; completed and signed)
- Formal Quote on Company Letterhead
- Bid Bond (certified)
- Specialized Certifications (CSLB, DIR Registration)
- Current updated Insurance Documents

The bid shall be delivered to the front receptionist desk **3450 14<sup>th</sup> Street, Riverside, CA 92501**, on or before **1:30 p.m. Pacific Standard Time** on the closing date referenced in Timeline above. The following information shall appear on both the envelope and the bid cover sheet on the packet:

- RFB number
- RFB Title
- Assigned PCS for this RFB: Attn: Misty Alderaan, PCS
- Closing date and time.

**Under no circumstances shall a bid be accepted after the closing date and time.**

- 8. UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT** - The County has adopted the Uniform Public Construction Cost Accounting Act (Public Contract Code Section 22000 et seq.) pursuant to County Ordinance No. 757. The County through its Purchasing Agent may bid and award a contract pursuant to the procedures stated in the Act. The Purchasing Agent's current maximum authority under the Act is \$200,000 for a single contract. All applicable public works requirements still apply.

**9. PREVAILING WAGES AND LABOR CODE REQUIREMENTS –**

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This is a public works project subject to compliance monitoring and enforcement by the California Department of Industrial Relations. The awarded bidder shall comply with all applicable provisions of the California State Labor Code regarding prevailing wages, Department of Industrial Relations Division of Apprenticeship Standards Labor and other requirements, including but not limited to Labor Code Sections 1771.4, 1773.1, 1774, 1775 and 1776.

County Purchasing and Fleet Services has obtained the most recent determination of general prevailing rates of per diem wages applicable to the work, and for holiday and overtime work, including employer payments for health and welfare, pension, vacation, and similar purposes; and this will be made available to any bidder upon request. This information can also be obtained at the California State Department of Industrial Relations, 464 West Fourth St., San Bernardino.

The awarded bidder shall post job site notices as prescribed by regulation. Contractor or subcontractor shall furnish records specified in Labor Code Section 1776 to the Labor Commissioner.

Pursuant to Labor Code Section 1771.1, any contractor submitting a bid, or subcontractor listed on the Bid Form, must be currently registered with the Department of Industrial Relations and qualified to perform public work pursuant to Labor Code Section 1725.5. No contractor or subcontractor will be awarded without proof of current D.I.R. registration.

10. The awarded bidder must hold the required California license, in good standing with the Contractor State License Board, at the time of submitting its bid and continuously thereafter until project completion. A subcontractor may possess the required license only if allowed by applicable law. Licensure statements are made under penalty of perjury.
11. The awarded bidder will be required to furnish performance and payment bonds and insurance documents in accordance with the requirements stated in this RFB.

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**INSTRUCTIONS TO BIDDERS**

1. **CONTRACTOR REGISTRATION** – The awarded bidder shall register all of its current information with the County by providing a completed W-9 and IRS 147C forms upon request.
2. **PRICES/NOTATIONS** - All prices/notations must be typewritten or written in ink. No erasures permitted. Mistakes shall be crossed out, corrections made adjacent and initialed by person signing document. Each item shall be bid separately. All signatures must be by an authorized representative of bidder.
3. **PRICING/TERMS/TAX** - All pricing shall be bid F.O.B. destination, including applicable tax, permits, and licenses. The County pays California sales tax and is exempt from Federal excise tax. The Contractor shall pay all taxes related to the work. In the event of an extension error, the unit price shall prevail.
4. **ADDENDA TO RFB** - The County reserves the right to issue such addenda to the RFB as it may desire at any time prior to the time for receiving bids. The number and date of each addendum shall be listed on each bid in the space provided.
5. **COUNTY RESERVATION OF RIGHTS** - The County reserves the right to reject any or all bids, to waive any discrepancy, technicality or informalities in a bid or in the bidding process, and to make the award in any manner determined by the County to be most advantageous to the County.
6. **WITHDRAWAL OF BID** - A bid may be withdrawn only prior to the bid closing date and time. No bidder may withdraw or modify its bid for a period of sixty (60) calendar days after the bid closing date.
7. **INTERPRETATION OF THE BID DOCUMENTS** - Discrepancies in and omissions from any of the Contract Documents, questions as to their meaning or uncertainties that might cause disputes, shall immediately be brought to the attention of the County by the bidder. Any interpretation of the terms of the Contract Documents will be made only by written addenda issued by the County and available at [www.purchasing.co.riverside.ca.us](http://www.purchasing.co.riverside.ca.us). The County will not be responsible for any other explanations or interpretations.
8. **ADDITIONAL INFORMATION** – Prior to award, the County reserves the right to require additional information from a bidder, including but not limited to information regarding the bidder's financial responsibility or other information the County determines is necessary to ascertain whether the bid is in fact the lowest responsible and responsive bid submitted
9. **AWARD OF CONTRACT** - The bid shall be awarded upon issuance of a County purchase order, which shall include the Contract Documents by reference or attachment.

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**BID FORM**

The bidder, having carefully examined the proposed site and all of the Contract Documents, proposes and agrees to furnish all tools, equipment, services, apparatus, facilities, transportation, labor and materials necessary to complete the project as outlined in this RFB in strict conformity with all of the Contract Documents.

The bidder acknowledges receipt of the following addenda:

Addendum No. \_\_\_\_\_ Date: \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Date: \_\_\_\_\_  
Addendum No. \_\_\_\_\_ Date: \_\_\_\_\_

**BID SUMMARY**

Item	Description	Quantity	Unit	Unit Price	Amount
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Item No.	Description	Total Amount
1.	Materials	
2.	CA Sale Tax (Riverside) (@ 8.75% of Material Cost)	
3.	Labor	
4.	Rental Equipment (if applicable)	
5.	Freight (if applicable)	
6.	Bid Bond (if applicable)	
7.	Payment and Performance Bond (if applicable)	
8.	10% Contingency (shall be applied towards the total of Items 1 – 5)	
Total bid (Items 1-8)		

These prices include all applicable taxes, permits, licenses, insurance and bond costs, and all other costs incidental or related to the work.

The following percentage information must also be provided for the Base Bid (though it will not be used in awarding the contract):

Labor: \_\_\_\_\_%    Materials: \_\_\_\_\_%    Other: \_\_\_\_\_%    All three must total 100%.

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**PAYMENT TERMS**

Check one:

☐ Lump sum payment at project completion

☐ Progress payments (as stated in General Conditions)

If prompt payment discount offered (for example, 1% Net 15) please describe: \_\_\_\_\_

**LIQUIDATED DAMAGES** - It is agreed that time is of the essence for completion of this work. Therefore, the parties agree the awarded bidder (Contractor) shall pay to the County, as fixed and liquidated damages, and not as penalty, a dollar sum in the amount of **\$0.00** per day for each calendar day beyond the allowed time stated in the Contract Documents after which the work is completed.

**TIME FOR COMPLETION** - The work shall be commenced on a date to be specified in a written order from the County and shall be completed within **(60 days)** following the date specified in County's written order.

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**BID FORM  
DESIGNATION OF SUBCONTRACTORS**

In compliance with Section 4104 of the California Public Contract Code, the following is a complete list of each subcontractor who will perform work or labor or render service in or about the project in the amount in excess of ½ of 1% of the total bid.

<u><b>PORTRION OF THE WORK</b></u>	<u><b>SUBCONTRACTOR</b></u>	<u><b>LICENSE AND D.I.R. NUMBERS</b></u>	<u><b>% AMOUNT</b></u>
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**BID FORM**

**AWARD OF CONTRACT**

The bidder understands that a contract is formed upon the acceptance of its bid by the County. The bidder agrees it will promptly execute and deliver to County the Agreement together with the required Payment and Performance Bonds and insurance documents.

**BID GUARANTEE**

The enclosed certified or cashier's check or bid bond on the provided form, made payable to the County in the amount of ten percent (10%) of the total bid, is hereby given as a guarantee that the bidder will execute and deliver the Agreement and required bonds if awarded the contract. In the event that the bidder fails or refuses to execute and deliver said documents, such check or bond is to be charged with the costs of the damages experienced by the County as a result of such failure or refusal.

Name of Bidder:

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Type of Organization:

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Signature:

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Name and Title:

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Address of Bidder:

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Telephone No.:

---

Email:

---

Contractor's License No.:

---

Classification:

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Expires:

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DIR Registration No.:

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Off-Road Diesel Fleet ID No.:

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Expires:

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**BID FORM  
TO BE SUBMITTED WITH BID  
NON-COLLUSION DECLARATION  
(Public Contract Code Section 7106)**

The undersigned declares:

I am the \_\_\_\_\_ of \_\_\_\_\_, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder 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. 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.

All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted its bid price of any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on \_\_\_\_\_ [date], at \_\_\_\_\_ [city], \_\_\_\_\_ [State].

\_\_\_\_\_  
[Signature of Declarant]

\_\_\_\_\_  
[Printed Name of Person Signing]

\_\_\_\_\_  
[Name of Bidder]

\_\_\_\_\_  
[Office or Title]

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**BID BOND**

(Public Work – Public Contract Code Section 20129 (a))

WHEREAS, The undersigned \_\_\_\_\_ (“Principal”) is herewith submitting to the County of Riverside (“County”) a Bid dated \_\_\_\_\_ 2024, in the amount of \_\_\_\_\_ (\$ \_\_\_\_\_) for the award by County to Principal of a contract (“Contract”) for the following: Southwest Justice Center Boiler Repair.

WHEREAS, Principal is obligated as a condition of said Bid to submit security pursuant to Public Contract Code Section 20129 (a) in the amount of ten percent (10%) of the Bid Amount, which security may be in the form of a Bid Bond issued by an admitted surety insurer pursuant to Code of Civil Procedure Section 995.120 (“Admitted Surety”).

NOW THEREFORE, the Principal and \_\_\_\_\_ (“Surety”), an Admitted Surety, are held and firmly bound unto the County in the penal sum of \_\_\_\_\_ (\$ \_\_\_\_\_) for the payment of which sum in lawful money of the United States, well and truly to be made, we, Principal and Surety, bind ourselves, our executors, administrators, successors, heirs and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that if Principal is awarded the Contract upon such Bid and thereafter within the period of time specified in County’s bidding documents governing the bidding process applicable to such Bid (“Bidding Documents”) enters into the Contract with County on the terms and conditions required by the Bidding Documents and furnishes the performance and payment bonds, evidence of insurance and other documents that Principal is required to submit under the terms of the Bidding Documents, then this obligation shall be null and void; otherwise, it shall remain in full force and effect and the sum guaranteed by this bond shall, at the option of County, be forfeited to County to pay all losses and damages suffered by County as a result thereof and permitted by applicable law, including, without limitation, the difference between the Bid Amount and amount for which the County may legally contract with another party to perform the Work (if such latter amount be greater than the Bid Amount), costs of publication, and all other losses and damages suffered by County (including, without limitation, those associated with delay to the Project); provided, however, that Surety’s liability shall not exceed the penal amount of this bond.

Surety, for value received, hereby agrees that no change, extension of time, alteration or addition to the terms of the Contract or the Bidding Documents, or to the work to be performed thereunder, nor any withdrawal of the Bid in a manner not permitted by the requirements of the Bidding Documents shall in any way impair or affect Surety’s obligation under this bond, and Surety does hereby waive notice of any such changes, extensions of time, alterations or additions.

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**BID BOND**

In the event any legal proceeding or arbitration is brought upon this bond by County and judgment, or award is entered in favor of County as the prevailing party, Surety shall pay all costs and attorney's fees incurred by the County.

IN WITNESS WHEREOF the undersigned parties have executed this instrument under their several seals this day of \_\_\_\_\_, 2024, the name and corporate seal of each corporate party being hereto affixed, and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

**Affix Seal if Corporation**

\_\_\_\_\_  
(Firm Name – Principal)

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

\_\_\_\_\_  
(Business Address)

By \_\_\_\_\_  
(Original Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Corporation Name – Surety)

**Affix Corporate Seal**

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

\_\_\_\_\_  
(Business Address)

By \_\_\_\_\_  
(Original Signature)  
**ATTORNEY-IN-FACT**

**Note: Notary acknowledgment for Surety's signature and Surety's Power of Attorney must be included or attached**

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**AGREEMENT**

THIS AGREEMENT, entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between \_\_\_\_\_, hereinafter called the "Contractor," and the County of Riverside, hereinafter called "County."

The parties mutually agree as follows:

**CONTRACT DOCUMENTS:** The complete contract includes all of the Contract Documents which are intended to be complimentary.

The Contract Documents include: Notice Inviting Bids; Instructions to Bidders; Bid Form; the Request for Bids ("RFB"), including Attachment A and Attachment B, any addenda or other documents attached to or incorporated into the RFB; Certificates of Reported Compliance as described in California Code of Regulations, title 13, section 2449(n) for fleets of vehicles subject to 13 CCR section 2449; this Agreement; all project bonds; all applicable plans, specifications and drawings; and approved change orders.

**STATEMENT OF WORK:** The Contractor agrees to furnish all labor, materials, parts, equipment, tools, supervision, services, transportation, waste disposal, facilities and other required items necessary to complete (Clever Brooks Boiler repair), in strict accordance with all of the Contract Documents.

**TIME FOR COMPLETION:** The work shall be commenced on a date to be specified in a written order from the County and shall be completed within 60 days following the date specified in County's written order.

**COMPENSATION TO BE PAID TO CONTRACTOR:** The County agrees to pay, and the Contractor agrees to accept in full consideration for the performance of all the work the sum of:

\_\_\_\_\_. \$(\_\_\_\_\_).

Pursuant to Labor Code Section 1861, the Contractor gives the following certification: "I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's 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 work of this contract."

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**AGREEMENT FORM**

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Contractor's legal type of organization: \_\_\_\_\_

List names of all persons who have authority to bind the Contractor:

\_\_\_\_\_

\_\_\_\_\_

**AGREED:**

Firm Name:			
Address:			
Contractor's License No.		Expires:	
DIR Registration No:			
Off-Road Diesel Fleet No.		Expires:	
Signature:	Date:		
Name and Title:			

COUNTY OF RIVERSIDE

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

Name and Title: \_\_\_\_\_

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

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**PAYMENT BOND**

(Public Work - Civil Code Sections 9550 et seq.)

WHEREAS, the County of Riverside ("County") on \_\_\_\_\_, 2024, has awarded Construction Contract Number: RFB# FMARC-317 ("Contract") to the undersigned \_\_\_\_\_, as Principal ("Principal") to perform the work ("Work") for the following project: Southwest Justice Center Boiler Repair.

WHEREAS, said Principal is required by the Contract and/or by Division 3, Part IV, Title XV, Chapter 7 (commencing at Section 9550) of the California Civil Code to furnish a payment bond in connection with the Contract.

NOW THEREFORE, we, the Principal and \_\_\_\_\_ ("Surety"), an admitted surety insurer pursuant to Code of Civil Procedure, Section 995.120, are held and firmly bound unto County in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_), this amount being not less than one hundred percent (100%) of the total sum payable by County under the Contract at the time the Contract is awarded by County to the Principal, lawful money of the United States of America, for the payment of which sum well and truly to be made, we, Principal and Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if Principal, its heirs, executors, administrators, successors, or assigns approved by County, or its subcontractors, of any contracting tier, shall fail to pay any person or persons named in California Civil Code, Section 9554, then Surety will pay for the same, in or to an amount not exceeding the penal amount hereinabove set forth, and also will pay to the prevailing party if suit is brought upon this bond, reasonable attorney's fees as provided in California Civil Code, Section 9564.

Surety, for value received, agrees that no change, extension of time, alteration or addition to the terms of the Contract, or to the Work to be performed thereunder, nor any rescission or attempted rescission of the Contract or this bond, nor any conditions precedent or subsequent in the bond or Contract attempting to limit the right of recovery of any claimant otherwise entitled to recover under the Contract or this bond shall in any way impair or affect Surety's obligation under this bond, and Surety does hereby waive notice of any such changes, extensions of time, alterations or additions.

**COUNTY OF RIVERSIDE PURCHASING AND FLEET SERVICES  
PUBLIC WORKS (Projects Over \$25,000)**

---

**Bid Submission Address:**

Purchasing and Fleet Services  
3450 14<sup>th</sup> St. Suite 420  
Riverside, CA 92501  
Telephone: (951) 955-4937

**Return bid to address above:**

**Request for Bids # FMARC-317**

Bid Issue Date: 03/05/2024  
Job Walk Date: 03/13/2024  
Bid Closing Date: 03/21/2024  
on or before 1:30 P.M. PT

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**PAYMENT BOND**

Surety is not released from liability to those for whose benefit this bond has been given, by reason of any breach of the Contract by County or Principal.

Surety's obligations hereunder are independent of the obligations of any other surety for the performance of the Contract, and suit may be brought against Surety and such other sureties, joint and severally, or against any one or more of them or against less than all of them, without impairing County's rights against the others.

**Affix Seal if Corporation**

\_\_\_\_\_  
**(Firm Name – Principal)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**(Business Address)**

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

**(Original Signature)**

\_\_\_\_\_  
**(Title)**

\_\_\_\_\_  
**(Corporation Name – Surety)**

**Affix Corporate Seal**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**(Business Address)**

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

**(Signature – Attached Notary's Acknowledgment)**

\_\_\_\_\_  
**ATTORNEY-IN-FACT**

**(Title-Attach Power of Attorney)**

Note: Notary acknowledgment of signatures of Bidder and Surety, and Surety's Power of Attorney, must be included or attached.

**COUNTY OF RIVERSIDE PURCHASING AND FLEET SERVICES  
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**PERFORMANCE BOND**

(Public Work – Public Contract Code Section 20129 (b))

WHEREAS, the County of Riverside ("County") on \_\_\_\_\_, 2024, has awarded Construction Contract Number: RFB# FMARC-317 ("Contract") to the undersigned \_\_\_\_\_, as Principal ("Principal") to perform the work ("Work") for the following project: Southwest Justice Center Boiler Repair which Contract is by this reference hereby incorporated herein and made a part hereof.

WHEREAS, said Principal is required by the Contract and/or by California Public Contract Code, Section 20129 (b) to furnish a performance bond for the faithful performance of the Contract.

NOW THEREFORE, we, the Principal and \_\_\_\_\_ ("Surety"), an admitted surety insurer pursuant to Code of Civil Procedure, Section 995.120, are held and firmly bound unto County in the penal sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_), this amount being not less than one hundred percent (100%) of the total sum payable by County under the Contract at the time the Contract is awarded by County to the Principal, lawful money of the United States of America, for the payment of which sum well and truly to be made, we, Principal and Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if Principal, its heirs, executors, administrators, successors or assigns approved by County, shall in all things stand to and abide by and well and truly keep and perform all the undertakings, terms, covenants, conditions and agreements in the Contract, including, without limitation, all obligations during the original term and any extensions thereof as may be granted by County, with or without notice to Surety thereof (including, without limitation, the obligation for Principal to pay liquidated damages), all obligations during the period of any warranties and guarantees required under the Contract and all other obligations otherwise arising under the terms of the Contract (such as, but not limited to, obligations of indemnification), all within the time and in the manner therein designated in all respects according to their true intent and meaning, then this obligation shall become null and void; otherwise, it shall be and remain in full force and effect.



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**PERFORMANCE BOND**

Whenever Principal shall be, and is declared by County to be, in default under the Contract, the Surety shall promptly either remedy the default, or, if the Contract is terminated by County or the Principal's performance of the Work is discontinued, Surety shall promptly complete the Contract through its agents or independent contractors, subject to acceptance of such agents or independent contractors by County as hereinafter set forth, in accordance with its terms and conditions and to pay and perform all obligations of Principal under the Contract (including, without limitation, all obligations with respect to payment of liquidated damages) less the "Balance of the Contract Price" (as hereinafter defined); subject to the penal amount of this bond as set forth above. The term "Balance of the Contract Price," as used in this paragraph, shall mean the total amount payable to Principal by County under the Contract and any modifications thereto, less the amount previously paid by County to the Principal and less amounts that County is authorized to withhold under the terms of the Contract.

If County determines that completion of the Contract by Surety or its agents or independent contractors must be performed by a lowest responsible bidder selected pursuant to a competitive bidding process, then Surety shall comply with such processes in accordance with the requirements of County and applicable laws. Unless otherwise approved by County, in the exercise of its sole and absolute discretion, Surety shall not utilize Principal in completing performance of the Work.

No right of action shall accrue on this bond to or for the use of any person or entity other than County or its successors or assigns.

In the event any legal proceeding or arbitration is brought upon this bond by County and judgment, or award is entered in favor of County as the prevailing party, Surety shall pay all costs and attorney's fees incurred by the County.

Correspondence or claims relating to this bond shall be sent to Surety at the address set forth below.

Surety, for value received, agrees that no change, extension of time, alteration or addition to the terms of the Contract, or to the work to be performed thereunder, shall in any way impair or affect Surety's obligation under this bond, and Surety does hereby waive notice of any such changes, extensions of time, alterations or additions.

Surety's obligations hereunder are independent of the obligations of any other surety for the performance of the Contract, and suit may be brought against Surety and such other sureties, joint and severally, or against any one or more of them or against less than all of them, without impairing County's rights against the others.

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**PERFORMANCE BOND**

**Affix Seal if Corporation**

\_\_\_\_\_  
(Firm Name – Principal)

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

\_\_\_\_\_  
(Business Address)

By \_\_\_\_\_  
(Original Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Corporation Name – Surety)

**Affix Corporate Seal**

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

\_\_\_\_\_  
(Business Address)

By \_\_\_\_\_  
(Signature – Attached Notary's Acknowledgment)

\_\_\_\_\_  
**ATTORNEY-IN-FACT**  
(Title-Attach Power of Attorney)

Note: Notary acknowledgment of signatures of Bidder and Surety, and Surety's Power of Attorney, must be included or attached.

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**ATTACHMENT A**

Southwest Justice Center Boiler Repair

SITE: 30-755 Auld Rd, Murietta CA (MU1307)

- The Contractor shall furnish all travel, parts, labor, materials, rentals, tools, equipment, disposal, transportation and supervision necessary to repair (1) Clever Brooks Boiler Model: #CEW700-350 Serial: #OL100709 Date 2001; Input 14645000 BTU/HR; Natural Gas.
- Trades include Boiler, Hot Water Heating and Steam Fitting. Work to be completed in full adherence to the specifications outlined in this document and all items discussed at the mandatory bidders conference.
- Boiler is currently down, deteriorated hot pass tubes require replacement.
- Contractor to replace 120 new hot pass boiler tubes and repair all cracked surfaces in tube sheets, install all new waterside gaskets along with new fire side gaskets on both doors. Contractor to perform a pressure test once new tubes have been installed to ensure that there are no leaks.
- Contractor to engage a qualified technician to perform a start-up on the boiler, tune burners combustion, as well testing all safety limits to ensure safe operation. Deliverables to include a copy of the burner combustion results, in addition to a complete report of the work that was performed.
- Warranty for all work for one full calendar year to begin at Notice of Completion date required
- Please keep in mind that this work is considered "hot works" (see Attachment E) and confined space (See Attachment D) so a safety audit will need to be performed while work is being completed on the boiler. In addition, proper "Hot works and confined space" permits (Attachments D&E) will be required. Contractor will also be required to dispose of old tubes from job site.

**Additional requirements:**

- Contractor must perform all work in strict accordance with all applicable Federal, State and Local building codes and requirements to ensure the project meets County design, intent and performance requirements.
- Contractor shall comply with all Federal, State and Local, rules and regulations that in any manner affect the work. Special attention is called, but not limited to, the Local environmental ordinances. Ignorance on the part of the bidder will in no way relieve him/her from responsibility of compliance with all said laws, ordinances, rules and regulations.
- All work to be performed during regular business hours.
- Certified Payroll is required on this project. See Form 116-222 Public Works General Conditions.
- This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations. Pursuant to Labor Code section 1771.1, any contractor bidding, or subcontractor to be listed on a bid proposal subject to Public Contract Code section 4104, must be currently registered with the Department of Industrial Relations, pursuant to Labor Code Section 1725.5. No contractor or subcontractor may be awarded without proof of current registration, to perform public works.
- Contractor and any and all subcontractors performing work pursuant to this Agreement shall at all times maintain valid Certificates of Reported Compliance as described in California Code of Regulations, title 13, section 2449(n) for fleets of vehicles subject to 13 CCR section 2449 which may be use in performance of this Agreement.

**COUNTY OF RIVERSIDE PURCHASING AND FLEET SERVICES  
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**ATTACHMENT B  
GENERAL CONDITIONS**

- 1. SITE EXAMINATION** – Prior to submitting its bid, the Contractor shall be responsible for having ascertained all relevant local conditions such as location accessibility conditions under which the work is to be performed.
- 2. NO ORAL AGREEMENTS** - No oral agreement or conversation with any officer, agent, or employee of the County, either before or after execution of the Agreement shall affect or modify any of the terms or obligations contained in the Contract Documents. Any changes to the Contract Documents must be in writing and signed by the authorized County representative.
- 3. APPLICABLE LAWS AND REGULATIONS** - The Contractor shall comply with all laws, ordinances and regulations applicable to the work. This includes all environmental regulations. If the Contractor ascertains at any time that requirements of this work are at variance with applicable law, ordinances, regulations or building code requirements, he shall promptly notify the County; and shall not proceed with the work in question, until the County has had an opportunity to determine the responsibility for the variance.
- 4. LICENSES AND PERMITS** - The Contractor, acting in the name of the County, shall obtain and pay in full for all licenses, permits, inspections, inspection certificates and similar documents required to be obtained from any authority having jurisdiction over any part of the work. The Contractor may be required to submit all of these documents to the County.
- 5. ACCESS TO THE WORK** - The County and its representatives shall have access at all times to the work for purposes of inspection or other matters; and the Contractor shall provide proper facilities for such access.
- 6. CONTRACTOR WORK HOURS AND SCHEDULING** - No work of any kind shall be performed on the project site outside of the regularly established working hours without the knowledge and prior written approval of the County. Full cooperation between the Contractor and the County Project Manager, or his/her staff, will be necessary to complete project properly and on time. The Contractor shall provide the County Project Manager with a daily schedule of activities so the County Manager can plan accordingly.
- 7. INSPECTION OF THE WORK** - All material and workmanship shall be subject to inspection, examination, and test by the County at any and all times during manufacture and/or construction and at any and all places where such manufacture and/or construction are carried on. The County shall have the right to reject defective material and workmanship or require its correction. If the work is specially tested or approved, the Contractor shall give the County sufficient advance notice of its readiness for inspection and the date fixed for such inspection. If any work should be covered, without proper inspection and without approval or consent of the County, it shall be uncovered for examination at the Contractor's expense.
- 8. INSPECTOR (Clerk of the Works)** - The County may employ an inspector, who will act as a direct representative of the County, and who shall provide full-time and continuous personal supervision and inspection of the work. Such supervision and inspection shall not, in any way, relieve the Contractor from

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responsibility for full compliance with all of the terms and conditions of the Contract Documents, nor be construed to lessen to any degree, the Contractor's responsibility for providing efficient and capable superintendence as required. The inspector is not authorized to make changes in the Contract Documents, nor shall his/her approval of work and methods relieve the Contractor of responsibility for the correction of subsequently discovered defects.

**9. SEQUENCE OF THE WORK** - Prior to starting construction, the Contractor shall submit to the County, for approval, a work schedule which shall show the estimated dates that Contractor plans to be working. The County reserves the right to alter the Contractor's schedule to prevent excessive public nuisance or to expedite construction of specific items. No portion of the work will begin without giving two working days prior written notice to the County. The Contractor is advised that most County facilities function between 8:00 a.m. and 5:00 p.m., Monday thru Friday, and that certain inconveniences will be encountered by Contractor. The work shall be planned and executed so that these are kept to a minimum. As the work is approaching 90% completion, a preliminary punch list shall be made, and corrections done. Before the final inspection, a final punch list shall be developed, and all corrections made and recorded, before the final walk through is made by the County. Any defects, deficiencies found in the material, equipment, workmanship, or project completion, shall be replaced, repaired or finished before final payment.

**10. SUBCONTRACTS** - The Contractor shall be responsible for the coordination of the trades, subcontractors and material suppliers engaged upon the work. Nothing contained shall be construed as creating a contractual relationship between any subcontractor and the County. The Contractor shall cause appropriate provisions to be inserted in all subcontracts to bind subcontractors to the Contractor on the same terms of the Contract Documents as the Contractor is bound to the County. The County reserves the right to approve all subcontractors prior to award of the Agreement.

**11. EMPLOYEES** – Prior to start of the work, the Contractor shall provide County with the names and driver license numbers of all Contractor or subcontractor employees who will work at the project site if requested by the RCFD Project Manager. The County may conduct a background check if it determines that to be appropriate. The Contractor will dismiss from the work any employee for which the County has a reasonable belief should not be working at the project, due to personal or other reasons.

**12. SUPERVISION BY CONTRACTOR** - The Contractor shall keep on the work continuously a competent superintendent and assistant who shall be satisfactory to the County. The superintendent shall be qualified to represent the Contractor during all times when the Contractor is not present; and all orders or directions issued to the superintendent by the County shall be as binding as if given to the Contractor personally. Both the Contractor and the superintendent shall cooperate to provide efficient and complete supervision over all phases of the work. The supervision of the County shall not lessen the responsibility of the Contractor to furnish supervision, nor shall it relieve the Contractor of responsibility for the correction of subsequently discovered defects.

**13. DELAYS AND EXTENSION OF TIME** - If the Contractor is delayed at any time in the progress of the work by any causes beyond the Contractor's control, and which could not have been reasonably anticipated, the time of completion may be extended for such time as the County may decide. If this occurs, prompt claim shall be made by Contractor to the County in writing. Normal seasonal rainfall shall not be considered reason for a time extension.

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**14. CHANGES IN THE WORK** - The County, upon agreement with the Contractor, may order extra work or make changes by altering, adding to, or deducting from the work, the Agreement sum being adjusted

accordingly. The Contractor shall not be authorized to comply with such orders without previously obtaining written authority therefore from the County. All such work shall be executed under the conditions of the Agreement, except that any claims for extension of time caused thereby shall be adjusted at the time of ordering such change. The Contractor shall furnish an itemized breakdown of the quantities and prices used in computing the value of any change that may be ordered. If in the opinion of the Contractor any instructions, or notices issued by County involve extra cost above the original contract price, Contractor shall immediately give the County written notice to that effect before proceeding with the work involved. The execution of work without prior submission of such written notice shall constitute the Contractor's acceptance of the work as being within the original contract price.

**15. COUNTY'S RIGHT TO TERMINATE THE CONTRACT** - If the Contractor should be adjudged as bankrupt, or if Contractor should make a general assignment for the benefit of its creditors, or if a receiver should be appointed on account of its insolvency, or if Contractor should persistently or repeatedly refuse or fail to supply enough properly skilled workers or proper materials, or if Contractor should fail to make prompt payment to subcontractors or for materials or labor, or persistently disregard laws, ordinances or the instructions of the County, or otherwise committed a material breach of the Contract, then the County, may, after giving the Contractor 10 days written notice, terminate the Agreement and take possession of the premises and of all materials, tools and appliances and finish the work by whatever means County may deem expedient. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the contract price shall exceed the expense of finishing the work, such excess shall be paid to the Contractor. If such expense shall exceed the unpaid balance, the Contractor shall pay the difference to the County. If the construction of the project herein is damaged, which damage is determined to have been proximately caused by an "Act of God" in excess of 5% of the contract amount, provided that the work damaged is built in accordance with applicable building standards and the Contract Documents, then the County may terminate the Agreement.

**16. PAYMENTS WITHHELD** - The County may withhold or nullify the whole or part of any request for payment as may be necessary to protect the County from loss on account of: defective work; claims filed or reasonable evidence indicating probable filing of claims; failure of the Contractor to make payments properly to subcontractors or for material or labor; a reasonable doubt that the work can be completed for the balance then unpaid; damage to another contractor or default of the Contractor under the terms of the Agreement.

**17. CONTRACTOR AND SUBCONTRACTOR INSURANCE** - The Contractor shall not commence work until it has obtained all the required insurance and satisfactory proof of such insurance has been submitted to the County and said insurance has been approved to and approved by the County. Except for worker's compensation insurance, the County shall be named as an additional insured and be furnished 30 days written notice prior to cancellation. The Contractor shall not allow any subcontractor to commence work on its subcontract until the insurance required of the subcontractor has been obtained. Insurance carriers must be California admitted, with a minimum of AM Best Rating of A:V (5).

A. Without limiting or diminishing the CONTRACTOR'S obligation to indemnify or hold the COUNTY harmless, CONTRACTOR shall procure and maintain or cause to be maintained, at

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its sole cost and expense, the following insurance coverage's during the term of this Agreement. As respects to the insurance section only,

the COUNTY herein refers to the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents, or representatives as Additional Insureds.

B. Workers' Compensation: If the CONTRACTOR has employees as defined by the State of California, the CONTRACTOR shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers' Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor of The County of Riverside.

C. Commercial General Liability: Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of CONTRACTOR'S performance of its obligations hereunder. Policy shall name the COUNTY as Additional Insured. Policy's limit of liability shall not be less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit.

D. Vehicle Liability: If vehicles or mobile equipment is used in the performance of the obligations under this Agreement, then CONTRACTOR shall maintain liability insurance for all owned, non-owned, or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall name the COUNTY as Additional Insureds.

E. General Insurance Provisions - All lines:

1. Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer such waiver is only valid for that specific insurer and only for one policy term.
2. The CONTRACTOR must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceeds \$500,000 per occurrence each such retention shall have the prior written consent of the County Risk Manager before the commencement of operations under this Agreement. Upon notification of self-insured retention unacceptable to the COUNTY, and at the election of the County's Risk Manager, CONTRACTOR'S carriers shall either; 1) reduce or eliminate such self-insured retention as respects this Agreement with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.
3. CONTRACTOR shall cause CONTRACTOR'S insurance carrier(s) to furnish the County of Riverside with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and

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2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written notice shall be given to the County of Riverside prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless the County of Riverside receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. CONTRACTOR shall not commence operations until the COUNTY has been furnished original Certificate (s) of Insurance and certified original copies of endorsements

and if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier shall sign the original endorsements for each policy and the Certificate of Insurance.

4. It is understood and agreed to by the parties hereto that the CONTRACTOR'S insurance shall be construed as primary insurance, and the COUNTY'S insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not be construed as contributory.

5. If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work; or, the term of this Agreement, including any extensions thereof, exceeds five (5) years; the COUNTY reserves the right to adjust the types of insurance and the monetary limits of liability required under this Agreement, if in the County Risk Manager's reasonable judgment, the amount or type of insurance carried by the CONTRACTOR has become inadequate.

6. CONTRACTOR shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.

7. The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the COUNTY.

8. CONTRACTOR agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement. F. Fire Insurance. If required by the RCFD Project Manager, the Contractor shall have in effect and maintain fire insurance, with extended coverage endorsements, upon the work to 100% of the insurable value thereof, including items of labor and materials (whether in or adjacent to the structure), materials in place or to be used as part of the permanent construction (including surplus materials), protective fences, temporary structures, miscellaneous materials and supplies incidental to the work. Contractor shall keep each structure fully insured, without additional cost to the County, until final inspection and acceptance of all work.

**18. METHOD OF PAYMENT** – Unless otherwise stated, payments to the Contractor shall be made monthly and/or upon final completion of construction as follows: The Contractor shall present a payment request statement to the County on the first day of each calendar month, or upon final completion of the work showing the percentage of the work completed. The statement shall include the



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value of all labor expended upon and materials incorporated into the work. It shall also include the value of materials to be incorporated into the work which have been delivered and satisfactorily stored on the site, as determined and approved by the County. Payment shall be made to the Contractor by the County upon presentation to the County of a signed certificate issued by the Contractor in the amount of 90% of the value of the labor expended upon and materials incorporated into the work and 75% of the value of the materials delivered and satisfactorily stored upon the site. Said payments shall be based upon the total Agreement price and only such labor and materials therein required. The final 10% of the contract price shall be paid 35 days after the recording of the Notice of Completion. Upon receipt of a payment request, the County shall review the request as soon as practicable for the purpose of determining that the payment request is proper. A returned request for payment shall be accompanied by a document setting forth the reasons why the payment request is not proper.

**19. WAGES AND HOURS** - The County in accordance with the Labor Code has determined that the minimum wages paid on this project shall not be less than those set forth in the Notice Inviting Bids. Any class of laborers and mechanics (including apprentices) not listed in the schedule which will be employed on this work, shall be classified or reclassified, conformable to the schedule. While the wage rates shown are the minimum rates required to be paid, this is not a representation that labor can be obtained at these rates. It is the responsibility of bidders to inform themselves as to local labor conditions and prospective changes or adjustments of wage rates. No increase in the price shall be allowed or authorized on account of the payment of wage rates in excess of those required. The Contractor shall post at appropriate conspicuous points at the site of the project a schedule showing all determined minimum wage rates for the various classes of laborers and mechanics to be engaged in the work and all deduction, if any, required by law to be made from unpaid wages actually earned by the laborers and mechanics engaged.

Certified payroll is required. The Contractor and every subcontractor shall keep an accurate record showing the name, occupation, actual hours worked, and actual per diem wages paid to each worker employed in connection with the work. The records shall be kept open at all reasonable hours to the inspection of the County, the Division of Labor Law Enforcement and the U.S. Department of Labor.

**20. APPRENTICEABLE OCCUPATIONS** - The Contractor shall be responsible for compliance with all applicable Labor Code requirements, including but not limited to Section 1777.5 for all apprentice-able occupations on projects involving \$30,000 or more.

**21. DEPOSIT OF SECURITY** - In accordance with Public Contract Code Section 22300 and other applicable law, the Contractor may substitute securities for any monies withheld to insure performance of the work.

**22. COMPLETION OF WORK** - The Contractor shall promptly notify the County when construction is complete, to enable the County to make its final inspection to confirm if the work is completed.

**23. CORRECTION OF WORK AFTER FINAL PAYMENT AND WARRANTY** - Neither the final certificate, final payment, or any provision in the Contract Documents shall relieve the Contractor of responsibility for faulty materials or workmanship, and Contractor shall remedy any defects and pay for any damage to other work resulting therefrom, which may be discovered up to one year after recording of the Notice of Completion. The County shall give notice of observed defects with reasonable promptness, and the Contractor shall proceed to remedy such defects immediately (generally within

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two weeks unless there are extenuating circumstances) upon receiving such notification. Contractor shall pay for any extra cost incurred by the County related to warranty work.

**24. SUBSTITUTIONS OF MATERIALS AND EQUIPMENT** - Materials and equipment, including specially designated makes, must be furnished as specified except when equals are approved by the County in advance in writing

**25. BRAND OR TRADE NAME, SUBSTITUTION OF "EQUALS"** - Whenever any material, product, thing or service is specified by brand or trade name, the specified name shall be deemed to be followed by the words "or equal" (except where the product is designated to match others in use on a particular public improvement; either completed or in the course of completion). As a part of its bid any bidder may include a request for a substitution of an item "equal" to or specified by brand or trade name. Within 35 calendar days after award of the Agreement, the Contractor may submit to the County data substantiating such a request; otherwise, the request shall be deemed to have been withdrawn. Such submission shall include data showing the equality, the reasons for making the request, and the difference, if any, in cost to the Contractor. The County shall promptly investigate the request and make decision as to equality of the requested substitute. Unless the request is granted by the County, the substitution shall not be permitted. No changes in the Agreement price will be allowed.

**26. MATERIALS, WORKMANSHIP** - All materials used by Contractor, unless otherwise specified, shall be new, of the types and grades specified, and the Contractor shall, if requested, furnish evidence satisfactory to the County that such is the case. All workmanship shall be of the best quality and all workmen shall be suitably skilled in the work which they perform.

**27. DEFECTIVE WORK AND MATERIALS** - The Contractor shall promptly remove from the work all materials determined by the County as failing to conform to the requirements of the Contract Documents, whether incorporated in the work or not, and the Contractor shall promptly replace and re-execute its work in accordance with the requirements and without additional cost to the County. If the County deems it ineffective to correct work not in accordance with the requirements, the difference in value together with a fair allowance for reduced value shall be deducted from the sum to be paid the Contractor.

**28. CLIMATIC CONDITIONS** - The Contractor shall provide and maintain heat, fuel, materials, and services necessary to protect all work and materials against change or damage from extreme heat, cold, dry winds, or dampers.

**29. CONTRACTOR'S TITLE TO MATERIALS** - No materials or supplies for the work shall be purchased by the Contractor or by any subcontractor subject to any chattel mortgage or under a conditional sale or other agreement by which an interest is retained by the seller. The Contractor warrants that it has good title to all materials and supplies for which it accepts partial payment.

**30. EMERGENCIES** - In an emergency affecting the safety of life or of the work or of adjoining property, the Contractor shall take all necessary and proper steps to prevent any threatened loss or injury. If practicable, the Contractor shall communicate with the County and shall be guided by the directions and advice of the County. If the character of the emergency is such as to require action with such short limits of time, then the Contractor shall act independently and upon its own responsibility, subject to the direction of the County as soon as it may become practicable.

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**31. PROTECTION OF WORK AND PROPERTY** - The Contractor shall at all times safely guard the County's property from injury or loss. Contractor shall at all times safely guard and protect its own work and property from damage.

**32. SAFETY AND ACCIDENT PREVENTION** - Precaution shall be exercised at all times for the protection of persons, including employees, and property. The Contractor shall be solely responsible for the condition of the premises at which the work is performed and for the safety of all persons and property on site during the work, during working and all other hours. The safety provisions of all applicable laws, building and construction codes shall be observed. The Contractor shall maintain sufficient safeguards, such as railings, temporary walks, lights, and similar items to protect against the occurrence of accidents, injuries, damage or hurt to any person or property and shall also be responsible for all liability or damage for failure to comply. The County shall have the right to stop the work at any time because of any condition it deems may be unsafe.

**33. COMPUTING CHANGE ORDERS:**

A. **LABOR:** The costs of labor will be the actual cost for wages prevailing locally for each craft or type of workers at the time the extra work is done, plus employer payments of payroll taxes, and insurance, health and welfare, pension, vacation, apprenticeship funds, and other direct costs resulting from Federal, State, or local laws as well as assessment or benefits required by lawful collective bargaining agreements. The use of a labor classification which would increase the extra work costs will not be permitted unless the Contractor establishes the necessity for such additional costs. Labor costs for equipment operators and helpers shall be reported only when such costs are not included in the invoice for the equipment rental.

B. **MATERIALS:** The cost of materials reported shall be at invoice or lowest current price at which such materials are locally available and delivered to the job site in the quantities involved, plus sales tax freight and delivery.

C. **TOOL AND EQUIPMENT USE:** No payment will be made for the use of tools which have a replacement value of \$100.00 or less. Regardless of ownership, the rates to be used in determining equipment use costs shall not exceed listed rates prevailing locally at equipment rental agencies, or distributors, at the time the work is performed.

D. **OVERHEAD, PROFIT, AND OTHER CHARGES:** The mark-up for overhead and profit on work added to the contract shall be according to the following schedule:

1. For work performed by the Contractor's forces, the added cost for overhead and profit shall not exceed (15%) of the net cost of the work.
2. For work performed by the subcontractor, the cost for combined overhead and profit of both the Contractor and the subcontractor shall not exceed (20%) of the net cost of the subcontractors work. For work performed by a subcontractor, or any lower tier of subcontractor, the cost for combined overhead and profit of the prime contractor, shall not exceed (25%) of the net cost of the subcontractor's work.
3. "Net Cost" is defined as consisting of costs of labor, materials, and equipment use only. The cost of applicable insurance and bond premium will be reimbursed at cost only, without mark-up.

**34. SEPARATE CONTRACTS** - The County reserves the right to award other contracts in connection with the project, which may proceed simultaneously with the execution of this project. The Contractor shall coordinate operations with those of other contractors.

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**35. COUNTY'S RIGHT TO DO WORK** - Should the Contractor, at any time during the process of the work, fail or refuse to furnish enough materials and/or workers to properly prosecute the work, the County, after giving 10 days written notice to the Contractor may, without prejudice to any other rights, proceed to furnish the materials and workers necessary to proceed with and/or complete the work, and may deduct such cost, together with reasonable expenses from any amounts then due or which may become due to the Contractor.

**36. USE OF PREMISES AND CLEANING** - The Contractor shall at all times maintain the entire premises under its control in an orderly and clean condition. The Contractor shall at all times protect floors, walls and other surfaces by appropriate means. The Contractor shall safely store its apparatus, materials, supplies and equipment in such a neat manner, in an area designated by the County. The Contractor shall frequently clean up during each workday all refuse, rubbish, scrap materials, dust and other resulting from Contractor's operation, so that the site shall continuously present a neat, orderly and workmanlike appearance. All indoor area shall be vacuumed clean of all dust or other materials at the end of each workday. Before final payment, Contractor shall: remove all surplus material, false-work, temporary structures and fences, including foundations, and debris of every nature resulting from its operations and put the site in a neat orderly condition; thoroughly clean and leave reasonably dust-free all finished surfaces on the interior of all buildings; and wash and polish all glass, including the removal of all paint spatters and other defacements. The Contractor shall not use any County trash dumpsters or other County trash disposal means. The Contractor shall supply its own method to remove trash or debris from the work site and to a legal dump site.

**37. OCCUPANCY BY THE OWNER** - The County shall have the right to occupy the building or use the improvements prior to the completion of the entire work, and such occupancy or use shall not operate as an acceptance of any part of the work.

**38. LIENS** - The Contractor agrees that, at any time upon request from the County, Contractor will submit a sworn statement setting forth the work performed or material furnished by subcontractors and material suppliers, and the amount due and to become due to each, and that before the final payment the Contractor will submit to the County a complete set of documents showing what payments have been made for materials and labor used in connection with the work.

**39. ASSIGNMENT OF CLAIMS** - In submitting a bid the Contractor or any subcontractor or supplier do offer and agree to assign to the County all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15) or under the Cartwright Act (Chapter 2 {commencing with Section 16700} of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the Agreement. This assignment shall be made and become effective at the time the awarding body tenders final payment to the Contractor, without further acknowledgment by the parties.

**40. INDEMNIFICATION** – The County shall indemnify and hold harmless County (including its agencies, districts, officers, and employees) from any liability, damage, action or claim based upon or arising out of Contractor's work, including the work of Contractor's subcontractors. The Contractor shall defend the County at its sole expense, including all cost and legal fees, in any action for which indemnification is required.

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**41. PATENTS, ROYALTIES AND TAXES** - The Contractor shall hold the County harmless from liability of any nature, including costs and expenses, for or on account of any patented or unpatented article, appliance, or device protected by patent used in the performance of the work; and shall defend the County against all suits or claims for infringement of any intellectual property right.

**42. NON-DISCRIMINATION** – The Contractor shall, in accordance with applicable laws, not discriminate against any person related to employment or services for the work because of race, color, religion, national origin, ancestry, sex, age, sexual orientation, marital status, AIDS or disability.

**43. ASSIGNMENTS** - The Contractor shall not assign the whole or any part of this Agreement without the written consent of the County and all sureties executing bonds on behalf of the Contractor in connection with the work.

**44. NO WAIVER** - Failure on the part of the County to require exact, full and complete compliance with any of the Contract Documents requirements shall not be construed in any manner changing the terms or preventing the County from enforcement of the Contract Documents.

**45. PUBLIC WORKS PROJECT CLAIMS RESOLUTION** – The Contractor is referred to Public Contract Code Sections 20104 – 20104.6 For mandatory claims resolution procedures applicable to public works projects for claims of \$375,000 or less. Claims must be in writing and filed before the date of final payment. Specific deadlines are stated for exchange of documents between the parties; and mandatory “meet and confer” confer.

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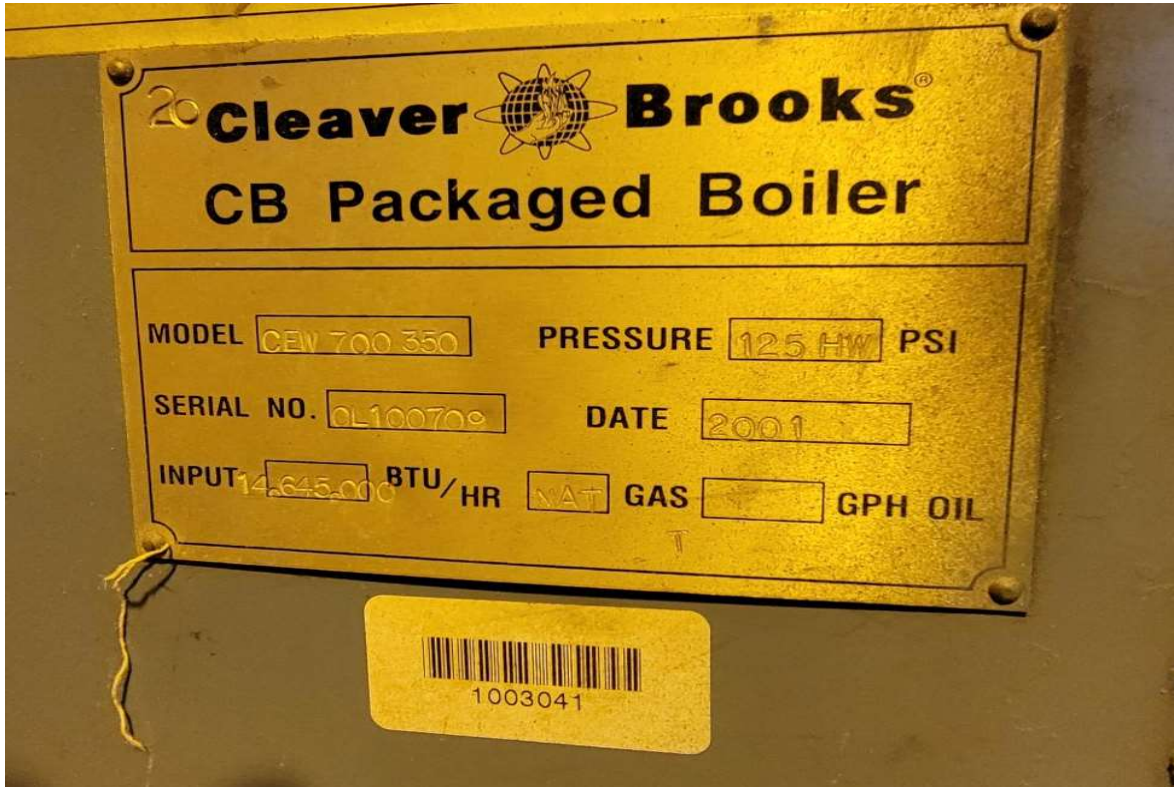
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**ATTACHMENT C**

Boiler Images- Southwest Justice Center





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**ATTACHMENT D**

County of Riverside- Facilities Management  
Confined Space Entry Program

Southwest Justice Center Boiler Repair

**CONFINED SPACE OVERVIEW**

During construction, workers may encounter several different types of confined spaces, which may be governed by different Cal/OSHA rules and regulations. Normally, County of Riverside, Facilities Management work activities are considered “construction” and therefore fall under Cal/OSHA Title 8 California Code of Regulations Construction Safety Orders (T8 CCR CSO). But occasionally, work activities will fall under Cal/OSHA Title 8 California Code of Regulations General Industry Safety Orders (T8 CCR GISO).

County of Riverside, Facilities Management performs construction activities regulated by Cal/OSHA Title 8 CCR CSO Section 1952-1961 and Title 8 CCR GISO Section 5156-5158 standards.

Cal/OSHA’s GISO Section 5157, defines a confined space as a space that:

1. Can be bodily entered,
2. Is not designed for continuous occupancy, and
3. Has a limited means of entry& exit.

The conditions County of Riverside, Facilities Management workers run into most often are vaults, pits, pipelines and trenches where there is a possibility of a hazardous air containing methane gas, carbon monoxide and/or low oxygen. However, there are many other air quality problems in these areas that could cause someone to be overcome by the unsafe condition of the air. Most of these conditions are undetectable by sight and smell.

This Confined Space Program has been developed to provide protective measures for employees working in confined spaces.

**I. CONFINED SPACE OPERATING PROCEDURES**

Prior to entry into a confined space, the [Company’s] Entry Supervisor, Foreman or other personnel in charge on the job must review confined space entry procedures with all County of Riverside, Facilities Management employees and subcontractors.

**NO EMPLOYEE OR PERSON WILL ENTER A WORK AREA WHICH MAY BE A CONFINED SPACE, UNTIL THE FOLLOWING STEPS ARE TAKEN:**

1. The Entry Supervisor will evaluate the work area and determine if the work area meets the definition of a Confined Space per section 5157 and is a PRCS. **(Use Appendix A - PRCS Assessment Decision Tree).**
2. If the space meets the definition of a confined space, then the following actions are required:

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- a. The Entry Supervisor and/or other personnel in charge on the job must review "Confined Space Operations Procedures" in sections VI and VII.
- b. A rescue procedure specific to the job must be established. Because it only takes a few minutes for death or serious brain damage to occur, crews should always work together and when one crew member wants to evacuate, all entrants should evacuate.
- c. The air in the confined space needs to be tested low oxygen, high oxygen, toxic gas, or explosive gas. **Follow Atmospheric Testing procedure in section III.**
- d. Disconnect any fluid or power lines into the space that will cause the space to become hazardous.
- e. Install ventilation in the space to ensure that the space is maintained safe for access and the scheduled work activities. **Follow Ventilation requirements in section II.**
- f. The Entry Supervisor will complete **Appendix B – PRCS Entry Permit**. The permit is a step-by-step method of evaluating the hazards that may be encountered during the work inside of the confined space.
- g. Each employee attending the pre job safety meeting will sign the entry permit prior to entry into the confined space.
- h. A pre job safety meeting will be held with the crew performing the work inside of the confined space. During the pre-job safety meeting the Entry Supervisor will discuss the hazards associated with the confined space, all atmospheric readings taken, location and reasoning for the ventilation, safety precautions needed to be taken such as additional PPE requirements. The Entry Supervisor will instruct the crew on their individual duties as they apply to the confined space, including the rescue plan to be implemented in the event of an injury or incident. Each worker will be instructed on the sign and symptoms of any hazard in the confined space. The workers will be instructed that in the event of an injury or incident all employees are to evacuate the space immediately.
- i. Persons who have not attended the pre job safety meeting will not be allowed to enter the confined space until the training is provided, and they sign the entry permit.

## **II. VENTILATION REQUIREMENTS**

County of Riverside, Facilities Management requires continuous forced air ventilation to be installed in all underground work areas without exception.

1. An employee may not enter the space until the forced air ventilation has been installed and atmospheric testing has determined that the space is safe for entry.
2. The forced air ventilation shall be of sufficient quantity and directed as to ventilate the areas where an employee is working or will be working in the space.

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3. The air supply for the forced air ventilation shall be from a clean source.
4. The atmosphere within the space shall be periodically tested, as necessary to ensure that the continuous forced air ventilation is maintaining safe conditions for entry.
5. All atmosphere testing will be documented by the trained person taking the test  
Documentation results will be kept on site and made available for all workers to review.
6. Should the ventilation stop for any reason it is the County of Riverside, Facilities Management's safety policy that all employees immediately exit the space and not re-enter until another PRCS Entry Permit is completed and recorded.

### **III. ATMOSPHERIC TESTING**

1. Atmospheric Testing is required for two distinct purposes; 1) Evaluation of the hazards in the space, and 2) Verification that acceptable entry conditions exist.
2. All Atmospheric testing should be performed utilizing a properly calibrated direct reading meter.
3. Only trained and qualified personnel are allowed to perform atmospheric testing.
4. Each meter used to perform the atmospheric testing has manufactured minimum time durations needed for each sensor to complete a "full span" evaluation. There minimum timelines should not be changed. Example: it may take 30 seconds to go full span for Oxygen but may take 3 minutes for Hydrogen sulfide (H<sub>2</sub>S). Do not rush the test.
5. The atmosphere of a confined space should be analyzed using equipment of sufficient sensitivity and specificity to identify and evaluate the hazardous atmosphere that may exists or arises.
6. The atmosphere of a confined space which may contain a hazardous atmosphere should be tested for residues of all contaminants identified by the PRCS Entry Permit performed by the Entry Supervisor. Example: Rock strata off gassing vapors and fumes that may be hazardous.
7. Gasses have different molecular weight; that is, some are lighter than air, while some are heavier than air, and some are very close to air. Therefore, it is imperative that the space be tested at all levels, top, middle and bottom. Dependent on the meter being used; the tester can lower the collection tube to the different levels, or the meter can be tied to a rope and lowered to the different levels. Remember: Perform the test SLOWLY it takes time for the meter to read properly. The three most common toxic gases found in confined space are:

**Carbon Monoxide (CO)** – Usually present when internal combustion engines are being used in or around a space. Can be present when the space is near a busy street. CO is odorless, colorless and tasteless. Will cause headaches, dizziness, unconsciousness, asphyxiation, and death.

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**Hydrogen Sulfide (H<sub>2</sub>S)** – Encountered in sewers and in other places where dead animals and plant life decompose. Smells like rotten egg, but you quickly become used to the smell, even though the H<sub>2</sub>S is still present. At high concentrations H<sub>2</sub>S can cause rapid respiratory failure and death.

**Methane (CH<sub>4</sub>)** – Encountered in sewers and in other places where dead animals and plant life decompose. It is flammable, explosive, colorless, and odorless. Displaces oxygen. Causes dizziness, unconsciousness, asphyxiation, and death.

#### **IV. RESCUE PROCEDURES**

Rescue equipment to be provided on-site, if necessary, in accordance with Title 8, GISO Section 5157(k)(3), which reads, "To facilitate non-entry rescue, retrieval systems or methods shall be used whenever an authorized entrant enters a permit space, unless the retrieval equipment would increase the overall risk of entry or would not contribute to the rescue of the entrant. Retrieval systems shall meet the following requirements:

- Each authorized entrant shall use a chest or full body harness, with a retrieval line attached at a suitable point so that when rescued, the entrant presents the smallest possible profile (for example at the center of the entrant's back near shoulder level, or above the entrant's head). Wristlets may be used in lieu of the chest or full body harness if it is infeasible or creates a greater hazard so that the use of wristlets is the safest and most effective alternative.
  - The other end of the retrieval line shall be attached to a mechanical device or fixed point outside the permit space in such a manner that rescue can begin as soon as the rescuer becomes aware that rescue is necessary. A mechanical device shall be available to retrieve personnel from vertical type permit spaces more than 5 feet deep".
1. Because confined spaces are difficult to enter and exit, a rescue procedure specific to the job must be established. This procedure will focus on "self-rescue". Self-rescue requires the following actions, precautions, and training:
    - a. Everyone in a confined space must understand this procedure.
    - b. Everyone in a confined space must understand that if there is an Oxygen deficient atmosphere. It only takes a few minutes to die in a confined space, and that therefore, self-rescue is the best form of rescue.
    - c. Everyone in a confined space must agree to leave the space if anyone inside or outside the space wants the space evacuated.
    - d. Some people are more sensitive to chemicals and "tight places" than others, and may experience nausea, light-headedness, and other symptoms of exposure more quickly, - in any case, "if one leaves, we all leave".

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- e. During an emergency, remember once everyone is out of the confined space do not go back until it has been evaluated and tested safe.
2. County of Riverside, Facilities Management has established and will maintain training programs to ensure that employees understand the rescue procedures for emergencies in or around PRCS.
  - a. Each employee prior to being assigned the duties of Entry Supervisor, Attendant or Authorized Entrant will receive training on Confined Space entry including rescue procedures
  - b. County of Riverside, Facilities Management relies on the Emergency Medical Services, Local Fire Department and Local Rescue Agencies to perform emergency rescues.
3. In the event of an emergency, dial 9-1-1 to notify the fire department and/or the local emergency medical system of the location and the work activities being conducted
4. In the event of an emergency the following persons should be contacted immediately after 9-1-1 is called:
  - a. Entry Supervisor (name and phone number is on the Entry permit)
  - b. Safety Manager (phone number)
  - c. County of Riverside, Facilities Management Office (phone number)

**V. EMPLOYEE TRAINING**

1. **Training shall be completed before the employee first encounters a confined space, whenever new hazards arise, and whenever deficiencies in the employee's knowledge or skill become evident.**
2. All employees shall be trained in the County of Riverside, Facilities Management's Confined Space Operating Procedures and the job-specific rescue procedure.
3. A weekly "Tailgate Safety Meeting" will be held with all employees by the Entry Supervisor to review job site hazards and safety procedures including confined space entry work.
4. Formal Confined Space Training will be provided by the County of Riverside, Facilities Management's Safety Manager or a third-party instructor that meets 5178 and 5158 training requirements.

**VI. PERMIT-REQUIRED CONFINED SPACE**

A Permit-Required Confined Space (PRCS) means a confined space that has **one or more** of the following characteristics:

1. Contains or has a potential to contain a hazardous atmosphere.
2. Contains a material that has the potential for engulfing an entrant.

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3. Has an internal configuration such that an entrant could be trapped or asphyxiated by inwardly converging walls or by a floor which slopes downward and tapers to a smaller cross-section; or
4. Contains any other recognized serious safety or health hazards.

**Note: Only must have one of the above characteristics to be a Permit-Required Confined Space.**

Hazardous Atmosphere means an atmosphere that may expose employees to the risk of death, impairment of ability to self-rescue (that is, escape unaided from a permit space), or acute illness from one or more of the following causes:

1. Flammable gas, vapor, or mist more than 10 percent of its lower flammable limit (LFL)
2. Airborne combustible dust at a concentration that meets or exceeds its LFL.
3. Atmosphere oxygen concentration below 19.5 percent or above 23.5 percent.
4. Atmosphere concentration of any substance for which an employee exposure is more than the permissible exposure limit.
5. Any other atmospheric condition that is Immediately Dangerous to Life and Health (IDLH)

Oxygen Enrichment: An atmosphere containing more than 23.5 percent oxygen by volume.

Oxygen Deficiency: An atmosphere containing oxygen at a concentration of less than 19.5 percent by volume.

Dangerous Air Contamination: An atmosphere presenting a threat of causing death, injury, acute illness, or disablement due to the presence of flammable and/or explosive, toxic, or otherwise injurious or incapacitating substance.

- A. Dangerous air contamination due to the flammability of a gas or vapor is defined as an atmosphere containing the gas or vapor at a concentration greater than 10 percent of its lower explosive (lower flammable) limit.
- B. Dangerous air contamination due to a combustible particulate is defined as a concentration greater than 10 percent of the minimum explosive concentration of the particulate.
- C. Dangerous air contamination due to the toxicity of a substance is defined as the atmospheric concentration immediately hazardous to life or health (IDLH)

Emergency means any occurrence, including any failure of hazard control or monitoring equipment, ventilation system, or an unplanned event in or around the work area.

Immediately Dangerous to Life or Health (IDLH) means any condition that poses an immediate or delayed threat to life or that would cause irreversible adverse health effects or that would interfere with the individuals' ability to escape from a Confined Space.

**VII. PERMIT-REQUIRED CONFINED SPACE POLICY**

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**Note: County of Riverside, Facilities Management does not allow their employees or their sub-contractors' employees to enter a Confined Space or Work Area that has been determined to be IDLH. Unauthorized entry into such a space or work area will result in immediate disciplinary action, up to and including termination of employment.**

1. The Safety Manager is delegated responsibility for implementing, maintaining, and auditing the effectiveness of the Confined Space Entry Program.
2. Before any work activity begins at a job location, a hazard identification survey will be performed to include determination if the work area is a Confined Space or a PRCS.
3. The Safety Manager will assist the Entry Supervisor in making the determination and requirements for safety entry into a confined space.
4. Only persons who are currently trained to work inside, or as attendants outside, the space are permitted to enter the confined space or PRCS.
5. All employees who work around, or in the vicinity of, confined spaces will be briefed on the hazards of working in the confined space.
6. All persons will be trained on the site-specific rescue procedures for the specific confined space.

**Duties and Responsibilities****Company Entry Supervisor**

1. Conducts a pre-job safety meeting with all employees involved with the confined space entry, discussing the potential hazards associated with the entry, ventilation requirements, rescue procedures, PPE requirements and atmospheric monitoring results.
2. Assigns the duties and responsibilities of the Attendant and Entrant.
3. Verifies that each person involved with the confined space has received the required training – if not, entry is not allowed.
4. Knows the hazards that may be faced during entry, including information on the signs and symptoms of the known hazards.
5. Obtains and fills out the Entry Permit and posts the permit at each entry portal.
6. Verifies by checking that the appropriate entries have been made on the permit, that all test specified by the permit are in place before allowing entry to begin.
7. Terminates the entry and cancels the permit when the work is complete, due to an emergency, or unauthorized persons entering the space.



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8. Verifies that rescue services are available and that the means for summoning additional services is available and operable.
9. Removes unauthorized individuals who enter or who attempt to enter the permit space during entry operations and terminates work activities if unauthorized persons fail to leave the space (includes inspectors).
10. Inspects the space to ensure that the conditions listed on the entry permit are being conducted and that conditions have not change.
11. Signs the Entry Permit authorizing the work activities to commence.

**Attendant**

1. Attends the pre-job safety meeting
2. Signs the Entry Permit
3. Knows the hazards that may be faced during entry, including information on the signs and symptoms of exposure
4. Is aware of possible behavioral effects of hazard exposure to authorized entrants.
5. Continuously maintains an accurate count of authorized entrants, entering and leaving the permit space.
6. Remains outside the permit space during entry operations until relieved by another qualified Attendant. – Should not have any other responsibility or duty other than the duties of an Attendant.

**Note:** If an entrant wants a tool from his truck, have the entrant exit the space and get the tool, the attendant should never leave the entry portal without being relieved by another qualified attendant-even for a restroom break!

7. Maintains communication with the entrants. Communication should be sufficient for the Attendant to evaluate the entrants' status and to alert entrants of the need to evacuate the space if needed.
8. Monitor activities inside and outside the space to determine if the space is safe for entrants to remain in the space and orders authorized entrants to evacuate the space if:
  - a. The attendant detects an unsafe condition
  - b. The attendant detects the behavioral effect of hazard exposure to an entrant
  - c. The attendant detects a situation outside the space that could endanger the workers in the space
  - d. If the attendant cannot effectively and safely perform all the duties required of an attendant.
9. Initiate rescue procedures and if necessary, summon additional rescue services as soon as the Attendant determines that the entrants may need assistance to escape from the permit space.
10. Takes the following actions when unauthorized persons approach or enter the permit space.

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- a. Warn the unauthorized persons that they must stay away from the permit space
- b. Advise the unauthorized person that they must exit immediately if they entered the space.
- c. Inform the authorized entrants to evacuate the space immediately.
- d. Contact the entry supervisor immediately.

**Authorized Entrant**

1. Attends the pre-job safety meeting
2. Sign the Entry Permit
3. Knows the hazards that may be faced during entry, including information on the signs or symptoms of exposure.
4. Observes other entrants for signs or symptoms of hazards in the confined space.
5. Alerts other entrants of an emergency and assists in the immediate evacuation.
6. Properly uses the protective equipment as outlined in the Entry Permit
7. Communicates regularly with the attendant and alerts the attendant of any unsafe conditions.
8. If ordered to evacuate the space - secure the work and leave immediately.
9. Follow all the prescribed safety rules and requirements.

**VIII. PERMIT-REQUIRED CONFINED SPACE OPERATING PROCEDURES**

**Evaluation of the work site**

1. The Company Entry Supervisor will evaluate the work area and determine if the work area meets the definition of a Confined Space and/or PRCS.
2. If the work area is in a PRCS, the entry supervisor shall inform all exposed employees, by posting danger signs or by any other equally effective means, of the existence and location of and the danger posed by the permit space.

**Note: A sign reading: "DANGER – PERMIT REQUIRED CONFINED SPACE, DO NOT ENTER**

3. Supervision should consult the Safety Manager should there be any question on the requirements of this Confined Space Entry Program.
4. The entry supervisor should coordinate other work activities in the immediate area which may pose a potential hazard for safe entry.
5. Before entry is authorized, the entry supervisor will complete Appendix B, PRCS Entry Permit.

**VIII. ALTERNATE ENTRY PROCEDURES**

A Permit-Required Confined Space can be re-classified to Non-Permit status if:

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1. The employer can demonstrate that the only hazard posed by the permit space is an actual or potential hazardous atmosphere
2. The employer can demonstrate that continuous forced air ventilation alone is sufficient to maintain the permit space safety for entry.
3. The employer develops monitoring and inspection data that supports the atmospheric monitoring.
4. If entry into the space is needed to perform 1, 2, & 3 above, entry will be conducted under the PRCS requirements.
5. All documentation will be available for review by all affected employees.

The following requirements apply to entry into permit spaces that have been re-classified.

1. When entrance covers are removed, the opening shall be promptly guarded by a railing, temporary cover or other temporary barrier.
2. Before an employee enters the space, the internal atmosphere shall be tested for the following:
  - a. Oxygen content – 19.5% to 23.5%
  - b. Flammable gasses and vapors (not to exceed 10% LFL) AND
  - c. Potential toxic air contaminants (not to exceed their PEL)
3. There may be no hazardous atmosphere within the space whenever an employee is inside the space.
4. Continuous forced air ventilation shall be used as follows:
  - a. An employee may not enter the space until the forced air ventilation has eliminated any hazardous any hazardous atmosphere.
  - b. The forced air ventilation shall be directed to ventilate the area where the worker is performing his/her work activities.
  - c. The forced air ventilation supply will be from a clean source.
5. The atmosphere within the space shall be periodically tested as necessary to ensure that the continuous forced air ventilation is preventing the accumulation of a hazardous atmosphere.
6. If a hazardous atmosphere is detected:
  - a. Each employee shall leave the space immediately.
  - b. The space shall be evaluated to determine how the hazardous atmosphere developed and
  - c. Measures shall be implemented to protect employees from future exposure.
7. Documentation shall be posted at the entry portal.

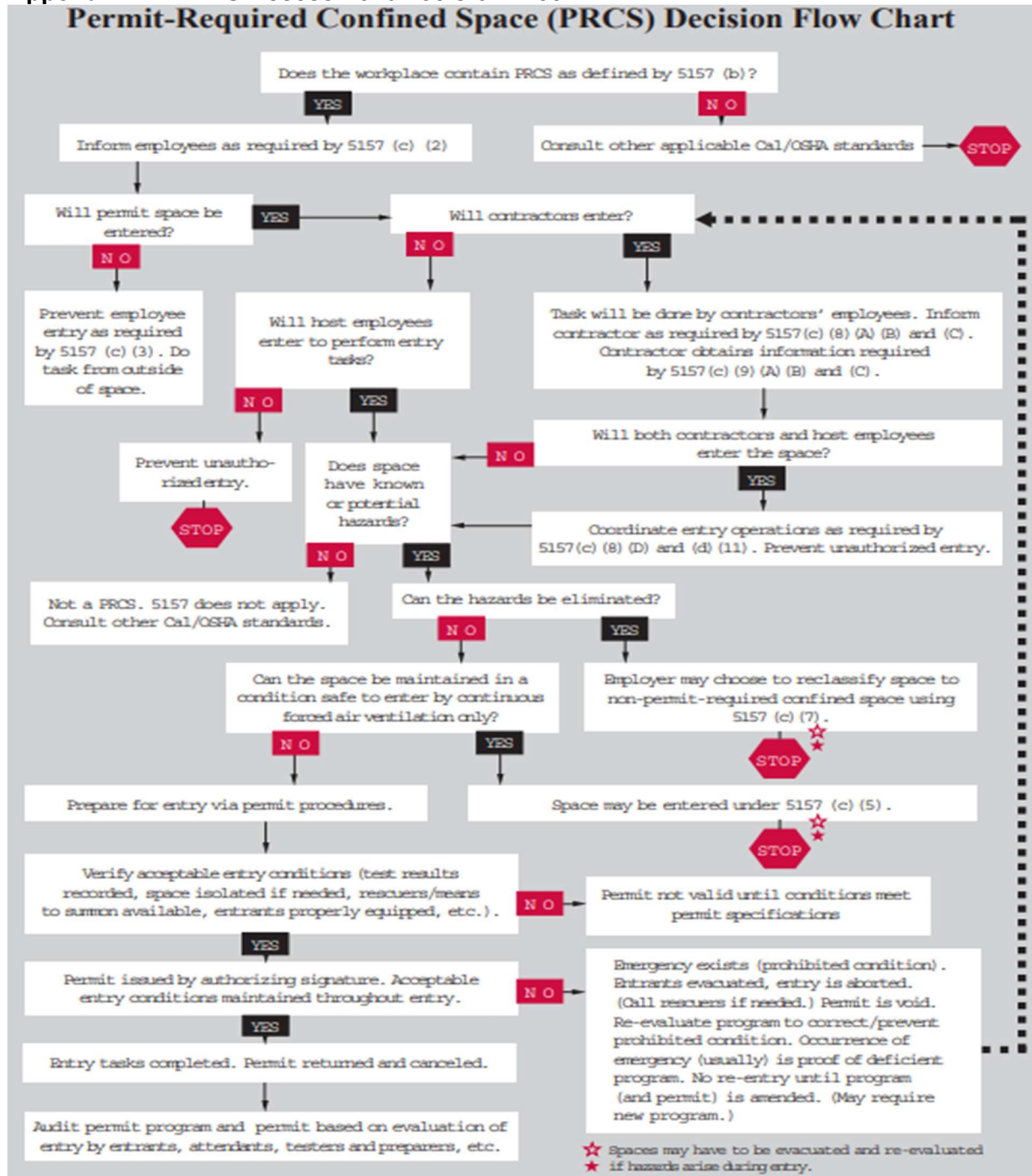
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**Appendix A – PRCS Assessment Decision Tree**



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**Appendix B – PRCS Entry Permit**

Date and Time Issued: \_\_\_\_\_ Date and Time Expires: \_\_\_\_\_

Job Site/Space I.D.: \_\_\_\_\_

Work to be Performed \_\_\_\_\_

Job Supervisor/Foreman \_\_\_\_\_

Phone # \_\_\_\_\_

Entry Supervisor: \_\_\_\_\_ Phone # \_\_\_\_\_

Attendant Names (Print): \_\_\_\_\_

Entrant Names (Print)	IN	OUT	IN	OUT	IN	OUT	IN	OUT

**Source isolation**

**N/A YES NO**

Pump or lines blinded,

Disconnected, or blocked ☐ ☐ ☐

Ventilation

**N/A YES NO**

Mechanical ☐ ☐ ☐

Natural Ventilation ☐ ☐ ☐

Lighting – Low Voltage ☐ ☐ ☐

Rescue procedures and Equipment

On site ☐ ☐ ☐

Rescue Phone Number: \_\_\_\_\_

**Safety Equipment**

**N/A YES NO**

Harnesses and lifelines ☐ ☐ ☐

Hoisting equipment ☐ ☐ ☐

Communications

Voice ☐ ☐ ☐

Radio ☐ ☐ ☐

Respiratory Protection

Dust Mask ☐ ☐ ☐

1/2 Mask ☐ ☐ ☐

Protective Clothing ☐ ☐ ☐

Additional PPE \_\_\_\_\_

**Atmospheric Testing:**

**Tester Name:**

	Time	Initials		Time	Initials
Oxygen _____%	_____	_____	SO2 _____ppm	_____	_____
LEL: _____%	_____	_____	H2S _____ppm	_____	_____
CO: _____%	_____	_____	NO2 _____ppm	_____	_____

Air Testing Log \*Test readings required every hour.

Location of Test	Time	Air Flow	Oxygen	LEL	CO	SO2	H2S	NO2

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Location of Test	Time	Air Flow	Oxygen	LEL	CO	SO2	H2S	NO2

Permit Prepared By: (Entry Supervisor) \_\_\_\_\_

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

**PRCS Re-Classification**

I certify that this confined space contains no hazard other than an atmospheric or potential hazard condition and may be entered without the need for a written permit or attendant and shall be maintained in a safe condition for entry by mechanical ventilation alone as provided in Section 5157(c)(5). All pre-entry PRCS Entry Permits have been conducted and documented; periodic atmospheric testing will be conducted to ensure safe working conditions. If work activities or atmospheric conditions change, the space will be re-evaluated.

\_\_\_\_\_  
Company Entry Supervisor

\_\_\_\_\_  
Date

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**ATTACHMENT E**

**FIRE PREVENTION IN WELDING AND CUTTING OPERATIONS  
TITLE: Vendor/Contractor HOT WORK**

1. **PURPOSE:** To describe the required welding and cutting operations (Hot Work) procedures for fire prevention during welding and cutting operations (Hot Work).
2. **SCOPE:** Outside welding vendors or contractors who operate welding and cutting equipment in performance of their duties on County properties shall comply with applicable safety rules for fire prevention concerning Hot Work.
3. **ENCLOSURE:** Hot Work Permit Form
4. **REGULATION:** Title 8, CCR 4848, Fire Prevention and Suppression Procedures and 2013 California Fire Code Chapter 35, Welding and Other Hot Work, Sections 3501 through 3506.
5. **DEFINITIONS:**
  - **Hot Work:** Operations including electric or gas welding, cutting, brazing, grinding, or other extreme heat, flame, or spark producing procedures.
  - **Hot Work Area:** The area exposed to sparks, hot slag, radiant heat or convective heat as a result of welding or cutting operations.
  - **Supervisor or Designee:** A person who is trained in the safety and fire prevention considerations regarding Hot Work. They are responsible for reviewing the work sites prior to the issuing of Hot Work Permits as part of the Hot Work Program.
  - **Hot Work Permits:** Permits issued by the Supervisor or their Designee at a facility under the Hot Work Program that authorizes welding or other Hot Work to be accomplished.
  - **Hot Work Program:** A documented Hot Work Program conducted by employees trained in welding and cutting operations and is overseen by the Supervisor or their Designee. The intent is to have trained on-site personnel ensure that required Hot Work safety and fire prevention measures are taken to prevent fires during Hot Work operations.
  - **Fire Watch:** An individual assigned to ensure continuous surveillance of a Hot Work Area during a welding or cutting operation and is trained in the use of fire extinguishing equipment. They ensure that fire extinguishing equipment is readily available, that the area is safe and extinguish any small fires that may start as a result of the Hot Work operation.
6. **BACKGROUND:** In accordance with CCR Title 8, Section 4848 and California Fire Code Chapter 35, Section 3504.1, vendors or contractors must establish a written Hot Work Program regarding fire prevention procedures that are followed during welding and cutting operations and the issuance of Hot Work Permits by the Supervisor or their Designee.

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**7. PROCEDURES:**

A.

- Personnel performing Hot Work operations on County grounds shall be properly trained in safety procedures and the use of equipment used in Hot Work operations. According to the California Fire Codes, demonstration of a working knowledge of the safety precautions associated with Hot Work operations and a working knowledge of welding and cutting equipment constitutes acceptable evidence of this requirement.
- A "Pre-Hot Work" inspection shall be conducted by the Supervisor or their designee to ensure that all equipment is safe and that hazards are recognized and removed prior to the start of the Hot Work operation.
- A Hot Work Permit (page 3) shall be issued to document the Hot Work that is to be completed. The Hot Work Permit records the following:
  - Date
  - Names
  - Location
  - Type of job
  - A supervisory verification that the Pre-Hot Work inspection has been completed
  - Area safety
  - Fire Watch person assigned
- Individuals performing Hot Work operations will be trained in the use of portable fire extinguishers.
- A minimum of one (1) portable fire extinguisher with a minimum rating of 2-A: 20-B: C (20 lb. ABC type fire extinguisher) will be readily accessible, within 25' of the location where the Hot Work is performed.
- Floors in the Hot Work Area shall be kept clean, and combustible materials shall be removed to lessen the potential fire danger.
- Openings or cracks in walls, floors or ducts within the Hot Work Area shall be tightly sealed to avoid the passage of sparks or hot slag to adjacent combustible areas during the Hot Work operation.
- When Hot Work is performed in field conditions, the Supervisor or their Designee must ensure that combustible materials, debris, grass etc. is removed to help minimize fire danger.
- Where the Hot Work operations cannot be properly separated from combustible materials, the Supervisor or their Designee is required to place fireproof welding curtains in the Hot Work Area to prevent the spread of sparks, hot slag or heat from igniting exposed combustibles.
- Where the Hot Work Area is accessible to persons other than the operator of the Hot Work equipment, conspicuous signs shall be posted to warn others before they enter the Hot Work Area. The signs shall display the following warning:
- The Supervisors or their Designees shall be responsible for issuing the Hot Work Permits for the Hot Work to be accomplished on County property.
- The Hot Work Permits shall be limited to ten (10) hours in length, properly dated and designate the area where the Hot Work will take place.
- The Supervisors or their Designees are responsible for keeping the completed Hot Work Permits on file for documentation purposes



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**• HOT WORK PERMIT**

Hot Work Operator

☐ Operator/Employee

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

☐ Contractor

Operator Name: \_\_\_\_\_

Location: \_\_\_\_\_

Type of Job: \_\_\_\_\_

☐ Garage welding, cutting or fabrication

☐ Fence Crew – Field Operations

☐ Fence Crew – Fabrication Area

Regional Flood Control Maintenance Supervisor or Designee:

Equipment Service Supervisor or Designee:

I VERIFY THAT THE HOT WORK AREA HAS BEEN EXAMINED AND IS FREE OF  
COMBUSTIBLES WITHIN 25 FEET AND/OR PRECAUTIONS/MATERIALS ARE IN  
PLACE TO PREVENT FIRE, A FIRE WATCH IS DESIGNATED, AND FIRE  
SUPPRESSION EQUIPMENT IS IN PLACE.

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

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

Fire Watch:

I VERIFY THAT A FIRE WATCH WAS CONDUCTED FOR THIS HOT WORK  
LOCATION AND THE SITE WAS LEFT IN A FIRE SAFE CONDITION.

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

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

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**HOT WORK INSPECTION CHECKLIST**

1. Can Hot Work be moved to a designated Hot Work Area free of combustibles?
2. If not, can combustibles be relocated at least 25 feet from the Hot Work Area?
3. Are floors clean and combustibles shielded from ignition sources, by use of flameproof covers, guards, or fireproof curtains?
4. Has an individual been designated for Fire Watch for the duration of the Hot Work?
5. Is the proper fire suppression equipment in place and is the Fire Watch employee trained in its use?
6. Is the Hot Work equipment in proper working order?
7. Have all entries been made on the Hot Work Permit?