



## INVITATION FOR BIDS (IFB)

Playground Replacement Project  
Partridge – Jamestown – Daisy – Sterling

**Additional Forms and Documentation Can Be Found Here:**

<https://hacityventura.box.com/s/6ic6y9li3wc60n2i88ly9m8mzu84r7wk>

## 1) Introduction

Ventura Housing (formerly known as The Housing Authority of the City of San Buenaventura) is soliciting bids for the complete removal of four existing, outdated playgrounds and the installation of new, ADA-compliant play structures. Due to budget constraints, Ventura Housing is seeking "turn-key" proposals that maximize equipment quality and play value while utilizing cost-effective safety surfacing, such as Engineered Wood Fiber (EWF) or Rubber Mulch/Chips, to meet HIC safety standards.

### IFB INFORMATION

<b>Project Name</b>	Playground Replacement Project
<b>Contact Person</b>	Francisco Camarena, Project Manager 995 Riverside Street Ventura, CA 93001 (805) 407-1170 <a href="mailto:fcamarena@venturahousing.org">fcamarena@venturahousing.org</a>
<b>Mandatory Pre-Bid Site Walk</b>	Tuesday, March 3, 2026, at 10:00 AM. (Starting at 1050 Partridge Drive, Ventura, CA 93003)
<b>Questions Submittal Deadline</b>	Thursday, March 5, 2026, at 2:00 PM
<b>Bid Submittal Deadline</b>	Wednesday, March 11, 2026, at 4:00 PM
<b>Delivery Method</b>	The hard copy documentation must be received in-hand and time-stamped by Ventura Housing by <b>no later than 4:00 PM</b> on this date.  Bid opening will take place at this address at <b>4:05 PM</b> on this date.
Section 3, Minority -and/or women-owned business are encouraged to respond	

## **2) Project Description**

### **2.1 Project Overview**

Ventura Housing has been awarded Community Development Block Grant (CDBG) funding for the immediate replacement of playgrounds at four (4) public housing sites. This is a "turn-key" design-build project.

### **2.2 Scope of Work**

The project is a "turn-key" design and installation contract. The selected contractor shall provide all labor, materials, equipment, permits, fees, plans (as required), and all related services necessary to remove and replace existing playground equipment and install cost-effective safety surfacing, such as Engineered Wood Fiber (EWF) or Rubber Mulch/Chips, in compliance with HIC safety standards across four sites.

This award is contingent upon the City's completion of required documentation and approvals, including environmental review and any other outstanding City requirements.

- Budget: The total contract for all four sites must not exceed \$210,000.
- Demolition: Complete removal and off-site disposal of existing equipment/surfacing.
- Design: Contractor shall propose play structures that maximize value and physical activity for residents.
- Safety Surfacing: To maintain budget, Ventura Housing specifies high-quality Engineered Wood Fiber (EWF) or Rubber Mulch/Chips meeting HIC safety standards.
- ADA Compliance: All installations must be fully ADA-compliant.

### **2.3 Project Locations & Access**

- Partridge: 1050 Partridge Drive
- Jamestown: 9808/9880 Jamestown Street
- Daisy: 10540 Daisy Drive
- Sterling: 7995 Telephone Road

Work Hours: Authorized from 8:00 AM to 5:00 PM, Monday through Friday.

### **3) Instructions**

#### **3.1 Bid Preparation and Submission**

Bidders are responsible for reviewing all project requirements and examining the construction sites. Failure to do so will be at the bidder's risk. A mandatory pre-bid site walk will be held as specified in the IFB.

Bidders shall furnish all labor, materials, equipment, permits, fees, and services required to complete the work, including removal and proper disposal of debris. The project will remain occupied during construction, and appropriate safety precautions are required.

All bids must be submitted on Ventura Housing-provided forms and include all required signatures and information. Corrections must be made by the person signing the bid. Agents signing bids must provide written authorization. Each Bid submission shall include, at minimum, the following completed forms and supporting documentation:

- Form of Bid
- Construction Schedule
- HUD-5369 – Instructions to Bidders
- HUD-5369-A – Representations and Certifications
- HUD-5370 – General Conditions for Construction Contracts
- HUD-4010 - Labor Standards
- AIA A305-2020 – Contractor Qualification Statement
- List of Subcontractors
- Non-Collusion Affidavit
- Section 3 Compliance Form
- Minimum 5% Bid Bond (or certified check)
- HUD-92010 – Equal Employment Opportunity Certification

Failure to submit all required forms and documentation may result in the bid being deemed non-responsive.

#### **3.2 Request for Clarification**

Requests for clarification must be submitted in writing by the deadline specified in the IFB. Responses will be issued through written addenda. Only written addenda issued by Ventura Housing are binding.

### **3.3 Addenda**

Addenda may be issued to clarify, modify or supplement the IFB documents. Bidders are responsible for reviewing and acknowledging receipt of all issued all addenda. Failure to acknowledge material addenda in the bid submission may result in rejection of the bid as non-responsive.

### **3.4 Late Bids, Modifications, and Withdrawals**

Bids received after the deadline will not be accepted. Bids may be withdrawn prior to the deadline by written notice. Ventura Housing reserves the right to accept favorable modifications received after the deadline, if such acceptance is determined to be in the best interest of Ventura Housing and permitted under applicable procurement regulations.

### **3.5 Bid Opening**

Bids will be publicly opened at the time and location specified in the IFB. Bidders and interested parties are welcome to attend.

### **3.6 Contract Award**

The contract will be awarded to the lowest responsible and responsive bidder. Ventura Housing reserves the right to:

- Reject any or all bids
- Waive minor informalities
- Accept any combination of bid items
- Reject materially unbalanced bids
- Cancel or reissue the solicitation if determined to be in the best interest of the Ventura Housing

The successful bidder will receive written notice of award.

### **3.7 Bid Guarantee**

Each bid must include a bid guarantee equal to at least five percent (5%) of the bid amount. Acceptable forms include certified check, bank draft, U.S. Government bonds, or bid bond. Failure to provide a bid guarantee will result in rejection.

### **3.8 Assurance of Completion**

The successful bidder must provide performance and payment bonds equal to 100% of the contract amount. Failure to provide bonding may result in award to the next qualified bidder.

### **3.9 Preconstruction Conference**

The successful bidder must attend a preconstruction conference prior to beginning work. The conference will review contract requirements, labor standards, and project procedures.

### **3.10 Project Submittals**

The contractor must submit product data, shop drawings, and material specifications for approval. All materials must be approved prior to installation and installed per manufacturer requirements.

### **3.11 Payroll and Compliance Reports**

This project is federally funded. Contractors must:

- Comply with federal and state prevailing wage requirements, as necessary.
- Comply with California DIR registration requirements when applicable.
- Maintain accurate payroll records for all workers.
- Submit weekly certified payroll reports using Form HUD-WH-347

## **4) Form of Bid and Bid Submittal**

### **4.1 Form of Bid**

Complete the Form of Bid on the following page and return with the required attachments as instructed:

### **4.2 Bid Submittal**

By submitting a bid, the bidder certifies they have examined the sites and all contract documents. If awarded, the bidder agrees to sign the Contract and submit required bonds within 10 days of the Notice of Award.

# FORM OF BID

**PROJECT NAME: Playground Replacement Project (CDBG Funded)**

**SUBMITTED BY:** \_\_\_\_\_

**LICENSE NO:** \_\_\_\_\_

**PHONE NO.:** \_\_\_\_\_

## 1. Bidder Obligations

- (a) Examination of Documents: Bidder has examined copies of all the documents, including without limitation the document wherein each of the other Contract Documents is identified, and accepts all the terms and conditions thereof.
- (b) Execution of Agreement: Bidder proposes and agrees, if this bid is accepted, to enter into an agreement with Owner in the form included in the Contract Documents to complete all work as specified in the Contract for the contract price and within the contract time indicated in this bid and in accordance with the Contract Documents.
- (c) Bid Validity & Signing: This bid will remain open and not be withdrawn for the period specified in the Instructions to Bidders. If awarded the bid, bidder will sign the Contract and submit the bonds, certificates, and other documents required by the Contract Documents within 10 days (standard for construction) after the date of the Notice of Award of Contract.
- (d) Site Inspection: Bidder has examined the site and locality where the work is to be performed and the legal requirements and conditions affecting the cost, progress, and performance of the work.

**Mandatory Site Walk: A mandatory pre-site walk is scheduled for Tuesday, March 3, 2026, at 10:00 AM, Starting at 1050 Partridge Drive, Ventura, CA 93003**

## 2. Payroll and Compliance Reports

Both State (Labor Code section 1720 et seq.) and federal prevailing wages are required under Davis-Bacon Act. Contractor understands and shall ensure that all its subcontractors, if applicable, understand that in the event of a conflict between the State and federally required prevailing wages provision, the higher of the two shall prevail. Each contractor and

subcontractor must keep an accurate payroll record, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each employee employed in connection with the public work.

- Federally Funded Requirements: In accordance with 29 C.F.R. § 5.5(a)(3), the bidder agrees to furnish the Owner weekly payroll reports and weekly compliance statements for all labor used on this project.
- State Registration: As necessary, the contractor shall register with the California Department of Industrial Relations (DIR) if project funding triggers such registration requirements.
- Required Forms: Use Form HUD-WH-347, Payroll, for all weekly submissions.

To Ventura Housing: The undersigned, having visited the four (4) project sites and familiarized themselves with the local conditions, proposes to furnish all labor, materials, and equipment required to complete the Playground Replacement Project.

**Total Base Bid**

The Bidder agrees to furnish all labor, materials, equipment, permits, and services necessary to complete the work in accordance with the contract documents for all four (4) playgrounds for the following Total Base Bid amount:

\$ \_\_\_\_\_ (Figures)  
\_\_\_\_\_ (Written Dollars)

Note: The Total Base Bid must not exceed **\$210,000.00**. Bids exceeding this amount will be deemed non-responsive.

If Addenda is issued, the Bidder acknowledges receipt of the following addenda:

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

Failure to acknowledge addenda may result in rejection of the bid.

**Breakdown by Site**

Site Location	Equipment & Install	Surfacing (EWF/Chips)	Site Total
1050 Partridge Drive	\$	\$	\$
9808/9880 Jamestown St.	\$	\$	\$
10540 Daisy Drive	\$	\$	\$
7995 Telephone Road	\$	\$	\$

**Bid Requirements & Compliance**

- Bid Guarantee: Attached is a bid bond or certified check in the amount of 5% of the total bid.
- Timeline: The undersigned agrees to complete all work by Friday, May 29<sup>th</sup>, 2026.

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

**Printed Name and Title:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Phone No.:** \_\_\_\_\_ **Email:** \_\_\_\_\_

### **3. Required Attachments Checklist**

Bidders must include the following with their submittal:

- Form of Bid
- Construction Schedule
- HUD-5369
- HUD-5369-A
- HUD-5370EZ
- HUD-4010
- AIA A305-2020
- List of Subcontractors (name, address, and license #, see form below)
- Non-Collusion Affidavit (signed and notarized, see form below)
- Section 3 Compliance Form
- Minimum 5% Bid Bond (or certified check)
- HUD-92010 – Equal Employment Opportunity Certification (see form below)



# LIST OF SUB-CONTRACTORS

Work Identification: \_\_\_\_\_

Project Name

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Project Address

Name and Address of Bidder: \_\_\_\_\_

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Name/Address/State License Number of Subcontractor	Items of Work	Portion of Work (% of Contract Price)
	<b>% of Total Contract Price by Subcontract</b>	
	<b>% of Total Contract Price by Contractor</b>	

**HUD 92010**  
**CERTIFICATION OF NONSEGREGATED FACILITIES**

By signing this bid, the bidder certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder agrees that a breach of this certification is a violation of the Equal Opportunity clause of this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washroom, restaurants, and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are, in fact, segregated on the basis of race, color, religion, or national origin, because of habit, local custom or otherwise. He further agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time period), he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause; that he will forward a notice to his proposed subcontractors as provided in the Instructions to bidders.

NOTE: The penalty for making false statements in offers is prescribed in 18 USC 1001.

Date: \_\_\_\_\_, 2026

Official Address:

\_\_\_\_\_. By: \_\_\_\_\_  
\_\_\_\_\_. Title: \_\_\_\_\_

END OF DOCUMENT