



## Town of Colma Public Works Department

### Town of Colma – Access Control Project Pre-Bid Conference

Thursday 1/4/17 @ 10am  
Colma PD 1199 El Camino Real

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#### **Bid Logistics**

1. Bid Schedule/Timeline
  - Pre-bid RFIs due: Thursday, January 11<sup>th</sup> by 5pm
  - Addenda Distribution (If Necessary): Thursday January 18<sup>th</sup>
  - **Sealed Bids Due: Tuesday, January 23<sup>rd</sup>, 2018 by 2p.m. (Firm)**
2. Obtaining Bid Documents
  - Docs are available via PDF for download at <https://www.colma.ca.gov/rfp-and-bids/>
3. Labor Requirements
  - Project is Prevailing Wage, Contractor responsible for direct payroll submission to State DIR
  - Payroll submissions to Town Staff upon request is required
4. Appropriate Class C License is required
5. Bid Bond, Cash or Cashier's Check required at time of bid submission
6. Bid Manual
  - Instructions to Bidders
  - Bid Forms begin on Page 12
    - i. Bid Schedule is on Page 13
      1. Basis of Bid: Total Bid Price, Line 5 in the Bid Schedule
  - Contract Agreement is available for reference on Page 33
    - i. Specific terms and agreements can be found in the General Conditions, Special Conditions and General Requirements
  - Performance and Payment Bonds required with bid submission

#### **Technical Discussion**

1. Engineer recommends product data be submitted prior to shop drawings once submittal process is under way
2. Existing Conditions at Police Department
3. Town Hall is under construction, significant coordination efforts required with General Contractor
  - Bidders may request copies of plans and specs for Town Hall project by emailing [public.works@colma.ca.gov](mailto:public.works@colma.ca.gov).
4. Network Switches provided by the City
5. Programming Meetings with Staff and Designer are necessary
6. Presentation of VMS and Access Control systems to Staff is necessary
7. Monitoring Facilities are in bid scope

8. Door Hardware at Police Department is existing, Contractor responsible for new operations utilizing existing Division 8 hardware
9. Door Hardware and systems at Town Hall by others, Contractor responsible for card readers and terminations
10. Expect to coordinate with Police Department for down time hours when shutting down or switching at existing systems
11. Training for users is indicated in Division 28 specs
  - Expect to provide multiple trainings to end users, IT Staff and Administrative personnel, it is specified that the Contractor record the training sessions and provide copies to Staff
12. Scope is for mobile ready readers (BluTooth enabled), mobile access to video – refer to specs.
13. Contractor’s responsibility to properly size servers and software per specification requirements and Town needs
14. Employee Data “build out” by Contractor
15. Specifications include 50 reader cards
16. Software House C-Cure 9000 or equal is listed as basis of design in specification 28 13 00.

### **Pre-bid Conference**

1. Tri-Security Inc.
2. Integrated Security Controls
3. Kratos Public Safety & Security Solutions, Inc.
4. Decker Electric
5. Structure Works
6. Vas Security Systems, Inc.
7. Microbiz Security Company