

NOTICE TO CONTRACTORS

JOB ORDER CONTRACT BID SOLICITATION NO. B250023 California State University, Sacramento 6000 J Street, Sacramento, CA 95819, MS 6008

The Trustees of the California State University will receive digital bid proposals uploaded to PlanetBids, for furnishing all labor and materials for a single **Job Order Contract JOC56-26** for Flooring Services, Bid Solicitation No. B250023, at the above-named campus.

Proposals will be received by submitting copies of the Bid Documents and all required supporting documentation to PlanetBids at the following link: <https://pbsystem.planetbids.com/portal/15739/portal-home> until Thursday, **June 11, 2026, at 10:00 AM**, in accordance with the contract documents, at which **time the proposals will be publicly opened and read via Zoom at the following link:**

Topic: CSU Sacramento JOC Flooring 2026 Bid Opening meeting

Time: June 11, 2026, 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://gordian.zoom.us/j/83989211179?pwd=WJWpaktO6FNTCCOaz5EaZkOBxqm365.1>

Meeting ID: 839 8921 1179

Passcode: viz5VB

This Notice to Contractors is for the award of a single Job Order Contract (JOC), which is a competitively bid, firm fixed-priced, indefinite quantity contract. The Contract scope of work includes a collection of detailed repair and construction tasks and specifications that have established unit prices. It is awarded to the "Contractor" for the accomplishment of repair, alteration, modernization, maintenance, rehabilitation, demolition, and construction of infrastructure, buildings, structures, or other real property. The University issues to the Contractor discrete, fixed-price task or job orders, as needed, under the contract. Under the JOC concept, the Contractor furnishes all management, documentation, labor, materials, and equipment needed to perform the work.

The Construction Task Catalog® and Technical Specifications can be accessed at the following link:

<https://fortive.box.com/s/rx8asfryqz48ls43kzp0pansd6rwzunm>

The JOC agreement awarded under this solicitation will have a minimum total contract value of \$0.00 and a maximum total contract value of \$400,000. The term of the contract will be twelve (12) months, unless the maximum value of the contract is achieved prior to the completion of the contract term.

In the event that the contractor submitting the lowest responsive and responsible bid refuses to enter into a contract with the CSU if tendered, or, in the event that the contractor materially breaches the JOC contract necessitating its termination, CSU reserves the right to award a second JOC under the same solicitation, provided such award is made within 120 days of the bid opening.

Each bidder offering a proposal must comply with the bidding provisions of Article 02.00 *et seq.* in the Contract General Conditions, and should be familiar with all the provisions of the Contract General Conditions and Supplementary General Conditions.

In addition to the Electronic Proposal submission, the Original Copy of the Bid Bond must be mailed or delivered and received no later than **Monday, June 15, 2026**, to the address:

Mail Address

California State University, Sacramento

6000 J Street MS 6008

Sacramento, CA 95879
Attention: Shon Tilby, Bid #B250023
Or
Hand Delivery
California State University, Sacramento
7301 Folsom Blvd, Modoc Hall Room 3005
Sacramento, CA 95819
Attention: Shon Tilby, Bid Number #B250023

This contract is for public works projects and is subject to prevailing wage rate laws (see Contract General Conditions, Article 04.02). All contractors and all tiers of subcontractors bidding on this project shall register to bid public works projects with the Department of Industrial Relations (DIR), and maintain current registration pursuant to Labor Code Section 1725.5. Please go to <http://www.dir.ca.gov/Public-Works/PublicWorks.html> for more information and to register.

As a condition of bidding, prospective bidders must attend a **mandatory** pre-bid conference. The pre-bid conference will be held on Thursday, May 21, 2026, at 10:00 AM (PST) for the purpose of discussing the JOC concept, documents, bid considerations, and to discuss JOC from a contractor’s viewpoint. Pre-bid conference attendees should attend the Zoom conference at the link below. *Prospective bidders who arrive late to the pre-bid conference will not be admitted.*

Topic: CSU Sacramento JOC Flooring 2026 Mandatory Pre-bid meeting

Time: May 21, 2026, 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://gordian.zoom.us/j/87606763031?pwd=vx1OWHassLnblbKhQRaXmAFwrhBTy3.1>

Meeting ID: 876 0676 3031

Passcode: id7JTh

The bid schedule is listed below:

Description:	Due Date:
Release of Request for Proposal	Wednesday, May 6, 2026
Mandatory Pre-Bid Conference	Thursday, May 21, 2026, at 10:00 A.M.
Deadline for Receipt of Questions	Friday, May 29, 2026, by 5:00 P.M.
Answers will be sent	Tuesday, June 2, 2026, by 5:00 P.M.
Prequalification forms due: Financial and JOC Supplemental	Thursday, May 28, 2026, by 5:00 P.M.
Affidavit of Joint Venture Form due	Monday, June 4, 2026, by 5:00 P.M.

Deadline for Receipt of Proposals	Thursday, June 11, 2026, by 10:00 A.M. (PT) (proposal(s) received after 10:00 A.M. will be rejected)
Bid Opening	Thursday, June 11, 2026, by 10:00 A.M.
Anticipated Notice of Intent to Award	Thursday, June 18, 2026
Anticipated Contract Award(s) Date	Friday, July 17, 2026 (approximately)

Small Business Preference: The Trustees shall give a small business a bid advantage of five percent to contracting firms that have been certified as a “Small Business” by the Department of General Services, Office of Small Business and DVBE Services, in accordance with Contract General Conditions (and Supplementary General Conditions) for Job Order Contracts, Article 02.10, Small Business Five Percent Bid Advantage.

DVBE Incentive: The Trustees *REQUIRE* the successful bidder to achieve a required minimum of 3% DVBE participation in each construction project under the Job Order Contract as established in the bidding documents. Additionally, the Trustees are granting a bid incentive for evaluation purposes only to bidders that exceed the three (3) percent DVBE participation requirement. The level of DVBE incentive will correlate to the level of participation; that is, the more DVBE participation proposed, the higher the incentive. The bid incentives are as follows:

DVBE Participation	Incentive
3.00% to 3.99%	None
4.00% to 4.99%	1%
5.00% to 5.99%	2%
6.00% or more	3%

The DVBE incentive may not exceed \$50,000 when used in combination with the Small Business Preference; the cumulative adjustment amount shall not exceed \$100,000. If the lowest responsive, responsible bid is a California-certified small business, the only bidders eligible for the incentive will be California-certified small businesses.

Each bidder offering a proposal must comply with all provisions of the Contract General Conditions for Job Order Contracts (note Article 2.00 *et. seq.*), Supplementary General Conditions to Contract General Conditions for Job Order Contracts, and Special Conditions for Job Order Contracts. Bidders should familiarize themselves with all the provisions, especially:

- Article 02.02 of the Contract General Conditions for Job Order Contracts, regarding the necessity to prequalify with the Trustees, paying special attention to the prequalification requirements;
- Article 02.05-III of the Contract General Conditions for Job Order Contracts, regarding the necessity to provide Bid Security in the amount of \$25,000 in the payment forms specified, and the successful bidder will be required to provide Performance and Payment Bonds equal to 100% of the maximum contract amount; and
- Article 04.02 of the Contract General Conditions for Job Order Contracts regarding the payment of prevailing wage rates.

Bidders must be prequalified with the Trustees. Bidders shall register and log in to “PlanetBids” to apply for financial prequalification and JOC supplemental prequalification at <https://pbsystem.planetbids.com/portal/15331/portal-home>.

A project-specific approval letter is required to obtain the required approval to bid for Job Order Contract, bid solicitation No. 250023. Bidders/Contractors shall email the Notice to Contractors to the Prequalification Administrator at cocm.prequal@calstate.edu. The project-specific approval letter will be issued upon

confirmation that the contractor satisfies all the requirements for this solicitation, and their systemwide prequalification financial aggregate rating is sufficient to propose.

Upon approval, bidders may request a bid proposal package by emailing Shon Tilby, Contract Specialist, shon.tilby@csus.edu.

It is the responsibility of each bidder to obtain their prequalification approval letter and request the bid proposal package in sufficient time to fulfill the requirements therein. Bid proposal packages can only be obtained by prequalified contractors, who are licensed in the State of California with a "C-15" Flooring and Floor Covering Contractor license, and registered with the DIR to bid public works projects

-End of Notice to Contractors-