



*Patricia Romo, P.E.*  
*Director of Transportation*

# COUNTY OF RIVERSIDE

## TRANSPORTATION AND LAND MANAGEMENT AGENCY

*Mojahed Salama, P.E.*  
*Deputy for Transportation/Capital Projects*  
*Richard Lantis, P.L.S.*  
*Deputy for Transportation/Planning and  
Development*

### Transportation Department

December 23, 2020

Bobby Steps, President  
Pacific Polymers, Inc. dba American Foam Experts  
11500 Twin Cities Road  
Galt, CA 95638

**RE: Notice of Acceptance of Proposal and Intent to Award  
Roof Restoration and Repair Project  
County Staff Office and Materials Laboratory Building  
2950 Washington Street, Riverside, CA 92504  
Project No. ZTR1230**

Dear Mr. Steps:

Please consider this as the County of Riverside's notice to your firm that it accepts your proposal received December 16, 2020 for the referenced project, and that the County of Riverside intends to award the construction contract to your firm. The contract amount after bid correction is \$219,652.40.

Your company's Bid required corrections in accordance with the Instructions to Bidders, Section 15, "Bids". There were some discrepancies between unit prices and subtotal item prices due to numerical rounding of the bid item subtotals. Calculated subtotals need to be written exact to the nearest cent. The provided unit prices prevail over numerically rounded subtotal item costs. As a result of these subtotal corrections, the bid total as written on your submitted Bid, in the amount of \$219,800.00, was reduced by an amount of \$147.60. These corrections are reflected in the Contract. Copies of your submitted bid and summary of bids are also attached for your reference.

Attached for execution, by your company, are four sets of the construction contracts, Performance Bond form, and Payment Bond form.

In accordance with Section 20 "Award of Contract" of the "Instructions to Bidders" section of the bid documents, you are directed to return to this office, within 10 working days of this letter, four (4) sets of executed original construction contracts, two (2) original Performance Bonds, two (2) original Payment Bonds, and one (1) complete insurance certificate package that conforms to the terms of the bid documents.

Insurance documentation must include additional ensured endorsements for General Liability policies, Automobile Liability policies, and Excess Liability policies. Additionally, a Waiver of Subrogation shall be furnished for the Worker's compensation policy. All additional insured endorsements must be signed by an authorized broker or by the insurance carrier.

Attached to this letter is a Brief List of Contract Insurance Requirements.

In addition to the requirements of Section 4, "Insurance and Hold Harmless", Subsection F, "Hold Harmless/Indemnification" of the "General Conditions" section of contract documents, the Contractor's Certificate of Insurance and endorsements for the project shall name the following

listed entities as additional insured under the Contractor's general liability, excess liability, and auto liability insurance policies, and each listed entity shall be named on the Waiver of Subrogation for the Contractor's Workers Compensation policy:

1. The County of Riverside, its Agencies, Special Districts and Departments, their respective director, officers, Board of Supervisors, elected and appointed officials, employees, agents, and representatives.

The additional insured entity(s) as listed above shall also be held harmless, in accordance with the requirements of General Conditions Section 4, "Insurance and Hold Harmless" of the Specifications and Contract Documents Book.

***Also, please provide us with a Corporate Resolution authorizing the signatory of the contract to sign such documents on behalf of your corporation.***

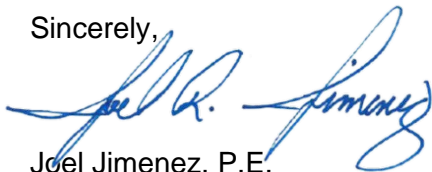
Failure to execute the documents and submit all of the above listed documents to the Transportation Department within the specified time may cause the County of Riverside to consider your firm as not being in compliance with the bid documents, resulting in rescission of the Notice of Acceptance and Intent to Award, and your bid bond being forfeited on that basis.

Following full execution and award of the contract by the County of Riverside Board of Supervisors, one original set of the agreement and bonds will be returned to you for your file.

I have attached a copy of the summary of bids for your use and reference.

If you have any questions or need additional information, please contact me at your convenience at (951) 955-1537 or Saleem Baig at (951) 955-1682.

Sincerely,



Joel Jimenez, P.E.  
Engineering Project Manager  
Contracts/Bidding Unit

JRJ:jrj:sb

Attachments: Contract, 4 sets  
Performance Bond form with each Contract  
Payment Bond form with each Contract  
Brief List of Contract Insurance Requirements  
Summary of Bids

CC (Email): Khalid Nasim  
Ward Maxwell

CC (Paper): Chronological File  
Construction/Inspection File with Attachments  
Project File