



## Business Services

### Contracts Office

5735 47th Avenue • Sacramento, CA 95824

(916) 643-2464

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Rose Ramos, Chief Business Officer*

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### Notice of Intent to Award

September 23, 2022

Attn: George Motz, Jr., President  
MCM Roofing, Inc.  
3410 Flight Lane, Building #25  
McClellan, CA 95652

RE: **American Legion Roof Replacement**  
Project Number: 0570-409

Dear Mr. Motz

Thank you for submitting a bid to the District for the American Legion Roof Replacement project.

The District is pleased to inform you that it intends to award the contract to MCM Roofing, Inc. based on your firm being the low bidder.

The District intends to finalize the award for Construction in the amount of \$498,000.00 at the anticipated Board of Education meeting for approval recommendation on October 6, 2022. At this time, we request that you begin preparing and forwarding all required submittals for the project in order to expedite start of construction (See General Conditions Section 00 72 13, ARTICLE 10 – CONTRACTORS SUBMITTALS AND SCHEDULES).

In the event a contract is not awarded, reasonable costs for submittal preparation will be reimbursed.

Your date to start construction activities and completion date will be indicated in the Notice to Proceed. The following documents need to be submitted no later than **Wednesday, October 6, 2022, to Tina Alvarez-Bevens for Sacramento City Unified via [tina-alvarez-bevens@scusd.edu](mailto:tina-alvarez-bevens@scusd.edu)**. The accompanying project manual has the following forms.

- Agreement (Attached)
- Performance Bond (100%) (Attached)
- Payment Bond (Contractor's Labor & Material Bond) (Attached)
- Workers' Compensation Certification (Attached)
- Prevailing Wage and Related Labor Requirements Certification (Attached)
- Drug-Free Workplace Certification (Attached)

- Tobacco-Free Environment Certification (Attached)
- Hazardous Materials Certification (Attached)
- Lead-Based Materials Certification (Attached)
- Imported Materials Certification (Attached)
- Criminal Background Investigation/Fingerprinting Certification (Attached)
- Escrow of Bid Documentation
- Insurance Certificates and Endorsements as required
- Registered Subcontractors List: Must include address, license# and Department of Industrial Relations (DIR) registration number of each subcontractor for all tiers. This list is to include all subcontractors including those w/ less than ½ of 1% of scope.
- DAS 140 Form (copy) – Public Works Contract Award Information, for Prime and all Subcontractors
- Copy of Safety Manual and name of Safety Supervisor.
- Current W9 version 2018 or newer.

**Additionally, please provide the following items by October 6, 2022, by email to [Brendin-Swanson@scusd.edu](mailto:Brendin-Swanson@scusd.edu); [tina-Alvarez-Bevens@scusd.edu](mailto:tina-Alvarez-Bevens@scusd.edu) and [wsjolund@pmgcm.com](mailto:wsjolund@pmgcm.com)**

- Matrix of all required submittals.
- Scheduling information according to Article 10 of Section 00 72 13 General Conditions.
- Schedule of values information according to Article 10 of Section 00 72 13 General Conditions.
- Time and Materials wage sheet.

Attached is the Contract for your signature and corporate seal. Please return the contract along with the requested documents and information listed above to the Contracts Office within the stated timeframe. Upon receipt and acceptance of these items, an electronic contract executed by the District will be sent to you.

The construction team for the district for this project is:

Brendin Swanson – Sacramento City Unified School District

Mike Taxara – SCUSD Project Technician

Tina Alvarez Bevens – Interim Contracts Specialist

Lori Garcia - Program Records Technician

Wayne Sjolund / Ryan Perry-Smith – Premier Management Group (PMG)

SCUSD Project Manager and/or PMG will schedule a pre-construction conference in the near future.

Please make sure your Project Superintendent and major subcontractors are present for this very important kick-off meeting. Please call me if you have any questions.

We are looking forward to working with you on this project.

Best regards,



Robert Aldama  
Interim Purchasing Manager

Cc: eBldr  
Chris Ralston, Director, Facilities Management  
Brendin Swanson, SCUSD  
Wayne Sjolund, PMG