

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**

(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 03, 2026**

<p align="center"><b>SUBMIT BID TO:</b></p> <p><b>By Hand or Mail:</b>          Los Angeles Harbor Department          Purchasing Office, 1st Floor          500 Pier A Street          Wilmington, CA 90744-6433</p> <p><b>Buyer:</b> Danielle Nappi, Procurement Analyst  <b>E-mail:</b> <a href="mailto:dnappi@portla.org">dnappi@portla.org</a>, T: (310) 732-3890</p>	<p><b>SHIP TO ADDRESS:</b></p> <p>LOS ANGELES HARBOR DEPARTMENT          425 S. Palos Verdes St.          San Pedro, CA 90731</p>
--	---

ALL ITEMS REQUESTED MAY BE QUOTED AS AOR EQUAL

## TEMPORARY PHASE BREAKER, POLES, RELATED MATERIALS AND INSTALLATION

Bids are requested for the one-time requirements of the Los Angeles Harbor Department (“City” or “Department”) for: “**Temporary Phase Breaker, Poles, Related Materials and Installation**” to be furnished and delivered as specified from the effective date of this agreement.

PRICES TO INCLUDE ALL CHARGES AND FEES EXCLUDING SALES TAXES. CHARGES AND FEES INCLUDE BUT ARE NOT LIMITED TO LABOR, EQUIPMENT, WASTE REMOVAL ETC.

**SCOPE OF WORK:** The Los Angeles Harbor Department is soliciting bids for a Contractor to Install a 200a 480V Phase Breaker in existing panel, and to remove 125a breaker. A knockout is to be made in panel, 200a rated flex to be installed; carry circuit overhead. Four (4) 35ft poles to be installed at street crossings, approximately x25 35ft poles to be used to carry 100a circuits to disconnect locations. A 150KVA step down transformer to be installed to provide 3 phase 120/208 at approximately 800ft; transformer will have load center on secondary side. Three (3) 400A 120/208V 3 Phase CAM Type outlet located at approximately 800ft, 900ft and 1000ft marks. Alignment total distance is approximately 1000ft. Bidder is responsible for associated permit required for installation. Anticipated rental period is 2 years. Quote to assume full truck access to set and remove poles. Customer will be responsible to trim back trees that impede any overhead wire. POLA

Time of delivery: \_\_\_\_\_ days after receipt of order: Terms \_\_\_\_\_ % discount \_\_\_\_\_ days.

**Affirmative Action** – An approved AA plan or certification, if not on file, will be required prior to award of contract.

**DECLARATION OF NON-COLLUSION:** The undersigned certifies (or declares) under penalty of perjury that this quotation is genuine and not sham or collusive, or made in the interest or on behalf of any person, firm or corporation not herein named; that the bidder has not directly or indirectly induced or solicited any other bidder to put up a sham bid, or any other person, firm or corporation to refrain from bidding, and the bidder has not in any manner sought by collusion to secure to himself any advantages over other bidders.

NOTIFY: Dac Hoang  REQ24921	Firm Name _____ Mailing Address _____ <div style="display: flex; justify-content: space-between;"> <span>City _____</span> <span>State _____</span> <span>Zip _____</span> </div> Phone No. _____ Fax No. _____
--------------------------------------	---

**REMITTANCE ADDRESS - Unless bidder indicates otherwise the City will remit to the above address for items received.**

The undersigned hereby agrees to furnish and deliver any or all items of goods or services in accordance with the terms, conditions, specifications and prices herein quoted, INCLUDING THE GENERAL CONDITIONS THAT FOLLOWS. **THIS BID MUST BE SIGNED.**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print Name and title

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

electrician to be present while Contractor installs new breaker. Prevailing Wage for installation and removal of equipment shall be included in labor cost. Installation and removals to abide by Los Angeles Department of Building and Safety Requirement.

**JOB SITE LOACTED AT: Cabrillo Marina Youth Aquatic Center – 2800 Via Cabrillo Marina San Pedro, CA 90731**

## LINE ITEMS

LINE	DESCRIPTION	UOM	QTY	UNIT PRICE	EXT. PRICE
1	Pole – Black Diamond (30ft)	EA	7	\$	\$
2	Pole – Bare Support	EA	3	\$	\$
3	Pole – Black Diamond (35ft)	EA	4	\$	\$
4	Wire – O/H 2/0 Gruillo (1 Span)	EA	10	\$	\$
5	Wire – O/H #2 (1 Span)	EA	3	\$	\$
6	Transformer – 150 KVA Three Ph Step Down (includes load center)	EA	1	\$	\$
7	Riser – 3 Wire 250 MCM Flex 8ft 200A 1 Ph	EA	2	\$	\$
8	Breaker – 100 amp 3 pole 120/208v	EA	3	\$	\$
9	Disconnect – 1/3 Ph 100a 240v – Tac-On	EA	2	\$	\$
10	Riser 4 Wire 1/0 Flex 8ft 100A 3 Ph	EA	2	\$	\$
11	Breaker – 200 amp 3 Pole 480v	EA	1	\$	\$
12	Permitting Fees	LOT	1	\$	\$
13	Labor – Prevailing Wage (non-taxable)	<input type="checkbox"/> HOUR <input type="checkbox"/> LOT		\$	\$

**Total (Excluding Sales Tax) \$ \_\_\_\_\_**

## **ATTACHMENTS & REQUIRED DOCUMENTS:**

1. **Attachment A** – Acknowledgement of Insurance Requirement
2. **Attachment B** – Job Specification Worksheet (required at time of submission)

## BIDDER'S INSTRUCTIONS

**BID SUBMITTAL TIMELINESS.** Bidders (“Vendor”, “Contractor”, “Supplier”) solely are responsible for the timeliness of their submittals. As such, bidders are cautioned to budget adequate time to ensure that their bids are delivered/received at the location designated at or before the deadline set forth above. Bidders are cautioned that matters including, but not limited to, power and internet outages, email server issues, traffic congestion, security measures and/or events in or around the Port of Los Angeles,

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

may lengthen the amount of time necessary to deliver the bid, whether the bid is submitted electronically, in person or by mail.

**REQUEST FOR QUOTATION BIDDER RESPONSIVENESS.** In order to be responsive, bidders shall complete and **return all Quotation documents** requested by the Port, including addenda, specifications, drawings and all forms.

It shall be the bidder's responsibility to **provide one (1) original and one (1) copy** of the completed Quotation documents. The original and all copies shall include all quotation documents requested by the Port, including addenda, specifications, drawings and all forms.

The Purchasing Agent may deem a bidder non-responsive if the bidder fails to provide all Quotation documents requested by the Port at the Quotation closing date and time.

**MANDATORY PRE-BID CONFERENCE AND JOB WALK.** There will be a **MANDATORY** Pre-Bid Conference and Job Walk for all Bidders. **VENDORS NOT IN ATTENDANCE WILL NOT BE ALLOWED TO BID ON THIS PROJECT.**

**DATE:** Tuesday, May 19, 2026  
**TIME:** 9:00 a.m.; job site walk immediately follows  
**LOCATION:** Port of Los Angeles  
Contracts and Purchasing Division, 1<sup>st</sup> Fl. Conf. Rm.  
500 Pier A St., Wilmington, CA 90744

**JOB SITE: Cabrillo Marina Youth Aquatic Center – 2800 Via Cabrillo Marina San Pedro, CA 90731**

The purpose of the Pre-Bid Conference is to answer any questions about the requirements contained within the bid and to provide any additional information, which may prove helpful to the prospective bidder, as well as overcome any barriers to participation.

Should bidder have any additional questions about the requirements contained within the bid after completion of this mandatory conference and job walk, please e-mail them to Buyer, Danielle Nappi, at [dnappi@portla.org](mailto:dnappi@portla.org) no later than **6pm on the same day of this job site walk, May 19, 2026.** Responses to questions will be posted to the Department's procurement website by C.O.B. on May 21, 2026.

**ADDENDUMS.** From time to time, the Harbor Department may deem it necessary to issue an addendum(s) to modify or cancel a Bid Request. Such addendum(s) will be available on the Port of Los Angeles internet website – [www.portoflosangeles.org](http://www.portoflosangeles.org) and the Los Angeles Business Assistance Virtual Network website – [www.RAMPLA.org](http://www.RAMPLA.org). It is the responsibility of the bidder to be aware of and respond to any such addendum(s) before the deadline of the applicable bid request. Failure to do so may deem the bid non-responsive.

**SPECIFICATION CHANGES.** If any provisions of the Specifications preclude bidder from submitting a bid, the bidder may request in writing that the specifications be modified. Such request must be received by the Buyer or Director at least five (5) working days before the bid opening date. All bidders will be notified by Addendum of any approved changes in the specifications.

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

**DEVIATION FROM SPECIFICATIONS.** Specifications contained herein are to describe the construction, design, size, and quality of the desired product and are not intended to be restrictive to any particular product. If bidder proposes to furnish another product equal in quality and purpose, such bids will be considered as long as they materially comply with the specifications. Each deviation from the specifications must be stated in a letter, attached to bidder's submittal. Failure to do so may void bid.

**AWARD.** The Harbor Department reserves the right to reject any or all Bids, award Bid as a whole, split award or delete line items, as it may deem necessary, unless otherwise stated herein.

**POST-AWARD MEETINGS.** After notification of award, the successful bidder will be required to attend periodic meetings with the Construction and Maintenance Division. The intent of the meeting is to discuss any pre-construction requirements, status updates, or other project related issues.

**BID RECAPS.** Bid recaps, with a summary of all bids received, will be posted to the following website within two weeks of the bid closing date: <https://www.portoflosangeles.org/business/contracting-opportunities/purchasing-bids>

## **CONTRACTUAL TERMS SECTION**

### **LABOR RATES.**

Labor costs as quoted in Line 13 are calculated according to the following rate(s).

A. Classification: \_\_\_\_\_

Straight time, per hour: \$ \_\_\_\_\_

Minimum Hours Billed: \_\_\_\_\_

Regular Business Hours: \_\_\_\_\_

Overtime, per hour: \$ \_\_\_\_\_

Minimum Hours Billed: \_\_\_\_\_

Double Time, per hour: \$ \_\_\_\_\_

Minimum Hours Billed: \_\_\_\_\_

B. Classification: \_\_\_\_\_

Straight time, per hour: \$ \_\_\_\_\_

Minimum Hours Billed: \_\_\_\_\_

Regular Business Hours: \_\_\_\_\_

Overtime, per hour: \$ \_\_\_\_\_

Minimum Hours Billed: \_\_\_\_\_

**REQUEST FOR BID**

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

Double Time, per hour: \$ \_\_\_\_\_  
Minimum Hours Billed: \_\_\_\_\_  
C. Classification: \_\_\_\_\_  
Straight time, per hour: \$ \_\_\_\_\_  
Minimum Hours Billed: \_\_\_\_\_  
Regular Business Hours: \_\_\_\_\_  
Overtime, per hour: \$ \_\_\_\_\_  
Minimum Hours Billed: \_\_\_\_\_  
Double Time, per hour: \$ \_\_\_\_\_  
Minimum Hours Billed: \_\_\_\_\_

**SUPPLIER CONTACT INFORMATION:**

Contact Person: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Fax No.: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
24 Hour Contact No.: \_\_\_\_\_

**BUSINESS HOURS:** Vendor to indicate business hours:

Monday-Friday: \_\_\_\_\_ A.M. to \_\_\_\_\_ P.M.  
Saturday: \_\_\_\_\_ A.M. to \_\_\_\_\_ P.M.  
Sunday: \_\_\_\_\_ A.M. to \_\_\_\_\_ P.M.

**TIME AND MATERIALS WITH NO FIXED FEE**

All invoices with payments for **time and materials** must be supported/backed up by **time sheets**.

**Note:** those invoices with fixed fee rates do not require **time sheets**.

**PREVAILING WAGE / PUBLIC WORKS CONTRACTS**.

Contractor, in performance of this Public Works Contract, shall comply with all provisions of Section 425 of the Charter of the City of Los Angeles

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

and of the Labor Code of the State of California including, but not limited to, those sections requiring payment of prevailing wages and the employment/training of apprentices.

## **DIR REGISTRATION.**

**ALL CONTRACTORS MUST HAVE A CONTRACT REGISTRATION NUMBER THROUGH THE STATE OF CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS.**

**A CONTRACTOR AND SUBCONTRACTOR MAY NOT SUBMIT A BID PROPOSAL FOR A PUBLIC WORKS PROJECTS UNLESS REGISTERED WITH THE DEPARTMENT OF INDUSTRIAL RELATIONS. BID PROPOSAL WILL BE DEEMED NON RESPONSIVE.**

The prevailing rate of per diem wages and rates for legal holidays and overtime work for each craft, classification or type of workers needed in the execution of any contract to let under the Specifications has been determined by the Director of the Department of Industrial Relations (DIR) of the State of California pursuant to the provisions of the Labor Code of the State of California. The State of California has approved the City's Labor Compliance Program of enforcement of State prevailing wage laws and will allow the City to retain all penalty assessments for violation of these laws.

Pursuant to notice requirements effective January 1, 2015, all contractors and subcontractors must register with and meet requirements of the State of California DIR using the online application before bidding on the public works contracts in California. For the online application, visit <http://www.dir.ca.gov/Public-Works/PublicWorks.html>.

- a. No contractor or subcontractor may be listed on a bid proposal for a public works projects unless registered with the DIR pursuant to Labor Code section 1725.5 (with limited exceptions from this requirement for bid purposes only under Labor Code section 1771.1[a]).
- b. No contractor or subcontractor may be awarded a contract for public work on a public works project unless registered with the DIR pursuant to Labor Code section 1725.5.
- c. The Project is subject to compliance monitoring and enforcement by the DIR.

## **PREVAILING WAGES**

- a. The Contractor shall pay the general prevailing rate of per diem wages and rates for legal holiday and overtime work currently being paid in the area where the work is being performed.
- b. Pursuant to the provisions of the Labor Code of the State of California, the general prevailing rate of wages for each craft, classification or type of workers needed in the execution of contracts under the jurisdiction of the Board, shall be those rates as determined by the Director of the Department of Industrial Relations of the State of California. Copies of the applicable Determinations may be obtained at or by request to the Department.
- c. When the Contractor has been determined to be in violation of Section 377 of the City Charter making applicable the provisions of the California Labor Code relating to the payment of not less than the prevailing per diem wages on public works, deductions may be made from moneys due or to become due the Contractor in the amount of twice the difference between such stipulated prevailing rates, and the amount paid to each wage worker for each Calendar

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**

(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

Day, or part thereof, for which each worker was paid less than the stipulated prevailing wage rate.

- d. The Contractor shall also comply with Section 1775 of the Labor Code providing for a penalty per day as determined by the Labor Commissioner for each Calendar Day, or part thereof, for which each worker was paid less than the prevailing wage.
- e. Contractor and subcontractors shall keep an accurate record showing the names and occupations of all workers employed by them in connection with any work done under the Contract, and the per diem wages paid to each of such workers, and shall keep such record open at all reasonable hours to the inspection of the Board and to the State Division of Labor Law Enforcement. The Contractor in all other respects shall comply with Section 1776 of the Labor Code.
- f. No later than the end of the workday following the day on which work was performed by the Contractor, or any subcontractor, the Contractor and applicable subcontractor(s) shall complete and furnish the Contractor Daily Field Report, included as Subsection 71 of this Section, to the Inspector. When work has been performed, the Contractor shall submit a form regarding all employees and equipment at the jobsite on the workday, and the Contractor shall submit a separate form for each subcontractor regarding each subcontractor's employees and equipment at the jobsite on the workday. Each field report shall:
  1. Identify the Project title, Specification number, name of the Contractor or subcontractor, and date on which the work was performed.
  2. Show the names of the workers and identify their applicable company affiliation (Prime Contractor, subcontractor, supplier, or vendor).
  3. Show the labor classification for each worker. If worker is an operating engineer or teamster, the Contractor or subcontractor must indicate which piece of equipment was operated by the worker.
  4. Show the Start Time and End Time for the worker listed, as well as the total hours worked by the worker on the workday.
  5. Show the type of equipment, size, identification number, and hours of operation, including loading and transportation, if applicable, utilized on the workday.
  6. Contain the printed name and title for the Contractor or subcontractor representative, and shall be dated and signed by same.
- g. Contractor shall submit the original (wet signature by Contractor or subcontractor) to the Inspector for review. If additional space is needed, a second form, with pages numbered accordingly, can be completed.
- h. The Inspector will compare the Inspector's records with the report submitted by the Contractor, discuss any apparent discrepancies with the Contractor, and reconcile the report (and have it re-submitted, if necessary). Once the report is agreed upon by the Contractor

**REQUEST FOR BID**

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

and Inspector, the Inspector prints his/her name on the report and dates and signs the report. Each party shall retain a copy of the report, signed by both parties.

- i. Certified payrolls from the Contractor and all subcontractors shall be submitted to the City weekly through the Department of Public Works Bureau of Contract Administration’s Online Certified Payroll System (OCPS) and shall be accompanied by a Statement of Compliance, signed electronically on OCPS by the Contractor or the Contractor’s agent attesting that the payrolls are correct and complete and the wage rates contained therein are not less than those set by the applicable wage determinations incorporated into the Contract. The City reserves the right to reject incomplete payroll reports and request re-submittal of complete reports.

**WAGE AND EARNING ASSIGNMENT ORDERS/NOTICES OF ASSIGNMENTS**

- a. The Contractor and its subcontractors shall comply with all applicable state and federal employment reporting requirements for the Contractor’s and/or subcontractor’s employees.
- b. The Contractor and/or subcontractor shall certify that the principal owner(s) are in compliance with any Wage and Earnings Assignment Orders and Notices of Assignment applicable to them personally. The Contractor or subcontractor shall comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments in accordance with California Family Code §§5230 et. seq. The Contractor or subcontractor shall maintain such compliance throughout the term of the Contract.

**Prime Contractor State of California DIR Registration No.:**

\_\_\_\_\_

**Subcontractor State of California DIR Registration No.:**

\_\_\_\_\_

**Subcontractor State of California DIR Registration No.:**

\_\_\_\_\_

(Attach additional sheets if necessary)

**PRIME:**

Please indicate which Labor Classification(s) will be used for Payroll Reporting:

- Asbestos  Boilermaker  Bricklayers  Carpenters  Carpet/Linoleum
- Cement Masons  Drywall Finisher  Drywall/Lathers  Electrician
- Elevator Mechanic  Glaziers  Iron Workers  Laborers  Millwrights
- Operating ENG  Painters  Pile Drivers  Pipe Trades  Plasterers  Roofers
- Sheet Metal  Sound/COMM  Surveyors  Teamster  Tile Workers

SUBCONTRACTOR(s):  N/A

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

Please indicate which Labor Classification(s) will be used for Payroll Reporting:

- Asbestos  Boilermaker  Bricklayers  Carpenters  Carpet/Linoleum
- Cement Masons  Drywall Finisher  Drywall/Lathers  Electrician
- Elevator Mechanic  Glaziers  Iron Workers  Laborers  Millwrights
- Operating ENG  Painters  Pile Drivers  Pipe Trades  Plasterers  Roofers
- Sheet Metal  Sound/COMM  Surveyors  Teamster  Tile Workers

## LICENSES AND CERTIFICATIONS

**CALIFORNIA CONTRACTOR'S LICENSE.** In accordance with Section 7028.15 of the Business and Professions Code, bidder must provide the following information:

Contractor's License No.: \_\_\_\_\_

Class: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

## MATERIAL, EQUIPMENT, SERVICE

### **AUTHORIZED DISTRIBUTOR/DEALER:**

Bidder must indicate if it is an authorized factory distributor/dealer for the manufacturer being quoted (please initial).

Yes: \_\_\_\_\_ No: \_\_\_\_\_

If bidder is not an authorized distributor/dealer, the bidder shall submit with its Quotation a formal Letter of Certification from the manufacturer, stating that the manufacturer will honor any warranty claims by the City for equipment, parts, and/or materials provided by the bidder.

The manufacturer will be responsible for any default of the supplier that is not corrected by the supplier in a timely and efficient manner. This responsibility includes replacing incorrect or defective parts, trouble shooting, and correcting problems that are traceable to the manufacturer.

**MAKES, MODELS & BRAND NAMES.** Makes, Models & Brand Names referenced are for illustrative or descriptive purposes only, and are not intended to be restrictive to any particular product. If bidder proposes to furnish another product equal in quality and purpose, such bids will be considered as long as they materially comply with the specifications. Alternate Make, Model, Brand Names, and/or Catalog Number(s) must be indicated opposite each item in the space provided.

The specified Make, Model, and Brand Name must be furnished unless otherwise specified by bidder.

**ILLUSTRATIVE AND TECHNICAL DATA.** When quoting other than the specified brand or when no brand is indicated, Bidder must submit with bid, complete illustrative and technical data on materials or equipment proposed to be furnished. Failure to furnish such data may void bid.

**PRINTED LITERATURE.** Terms, conditions, and deviations from specifications contained within printed material/literature will not be accepted. Each deviation from the specifications must be stated in a letter, attached to the bidders submittal.

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

**CONSTRUCTION MATERIALS.** Electrical, plumbing, H.V.A.C. and/or other construction materials, fixtures, devices, appliances, and equipment shall be UL\FM approved when applicable, and comply with the requirements of the City of Los Angeles Building Code (s).

**HAND TOOLS AND SMALL EQUIPMENT INCIDENTAL TO THE WORK.** Hand tools, supplies, and other small items of equipment not considered consumable goods shall be furnished by the contractor at no expense to the City. Items in this category include, but are not limited to: wrenches, bars, lifting devices, hoses, ladders, remote communication devices, carts, dollies, portable lighting, equipment, disposable gloves/clothing, wheelbarrows, clay boxes, buckets, shovels, tool boxes, scaffolding, wiping rags, bags, and small containers. The City shall reimburse the contractor for materials and supplies consumed as part of the job, but materials and equipment that will remain in the possession of the contractor after completion of the work shall not be charged to the City. Hand tools, materials, supplies, or equipment not purchased or rented specifically for work under this contract will not be charged to the City.

**SAFETY AND HEALTH REQUIREMENTS.** All equipment, materials, procedures and services furnished and/or used by the Contractor shall comply with applicable current requirements of OSHA and CAL-OSHA. Contractor agrees to indemnify and hold harmless Los Angeles City, The Harbor Department, and agents, officers and employees thereof, for all damages assessed against them as a result of Contractor's failure to comply with said safety and health requirements.

**SAFETY APPROVAL.** Electrical items listed herein shall have UNDERWRITER'S LABORATORY OR LOS ANGELES CITY ELECTRICAL TESTING LABORATORY approval and meet all current OSHA and CAL-OSHA requirements, where applicable.

**INSPECTION RESPONSIBILITY.** Bidder submittal constitutes acknowledgment of inspection of the work site to bidder's satisfaction, including, but not limited to site conditions and specification requirements.

**CARE AND CUSTODY.** The contractor accepts full responsibility for the security against loss or damage to the equipment involved while in his/her possession or the possession of any of his/her agents. Contractor shall reimburse the Harbor Department for any loss or damage to Harbor Department equipment in his/her possession or the possession of any of his/her agents.

**REMOVAL, CLEANUP, AND DEMOBILIZATION.** Upon completion of the Contracted Work, the CONTRACTOR shall remove all of its tools, materials and other articles from the property of the CITY. Should the CONTRACTOR fail to take prompt action to this end, the CITY, at its option and without waiver of such other rights as it may have, upon thirty (30) calendar day's notice, may treat such items as abandoned property. The Contractor shall also sweep all floors broom clean, clean all exterior and interior surfaces and windows and remove all rubbish and debris resulting from the Contracted Work and shall maintain the Jobsite in a clean, orderly and safe condition at all times until completion of the contracted work.

Throughout all phases of construction, including suspension of work, and until the Final Acceptance, the Contractor shall keep the site clean and free from rubbish and debris. The Contractor shall also abate dust nuisance by cleaning, sweeping and sprinkling with water, or other means as necessary. The use of water resulting in mud on public streets will not be permitted as a substitute for sweeping or other methods.

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

Materials and equipment shall be removed from the site as soon as they are no longer necessary. Before the final inspection, the site shall be cleared of equipment, unused materials and rubbish so as to present a satisfactory clean and neat appearance. All cleanup costs shall be included in the Contractor's Bid.

Failure of the CONTRACTOR to comply with the City of Los Angeles Harbor Department Project Manager (PM) cleanup orders may result in an order to suspend work until the condition is corrected. No additional compensation will be allowed as a result of such suspension.

**WARRANTY.** Terms of warranty on new equipment, materials, and services offered (if applicable). Free PARTS and SERVICE (LABOR) for defective parts and workmanship for the following time period after equipment and/or services have been accepted:  N/A

Parts: \_\_\_\_\_ Labor: \_\_\_\_\_

## COORDINATION OF WORK

**NOTIFICATION.** The vendor shall notify Mr. Dac Hoang, in office at (310) 732-2620 [DHoang@portla.org](mailto:DHoang@portla.org) of the Los Angeles Harbor Department Construction and Maintenance Division at not less than three (3) days in advance that the vendor is ready to initiate work and to confirm jobsite location.

## COMMENCEMENT, INSTALLATION, PROJECT COMPLETION AND REMOVAL TIMELINES

**COMMENCEMENT** of work shall begin within 30 days from vendor receipt of fully executed purchase order as indicated in Specification Worksheet.

**INSTALLATION** to be completed within 60 days from vendor receipt of fully executed purchase order as indicated in Specification Worksheet.

**COMPLETION** of project shall be within 730 days of commencement of work, unless otherwise authorized by Department personnel as indicated in Specification Worksheet.

**REMOVAL** shall be required at the end of the project and site to be restored to original condition. Inspection by Department personnel will take place after removal to ensure site is returned to original condition as indicated in Specification Worksheet.

## INDEMNIFICATION AND INSURANCE

### **DISCLOSURE OF INSURANCE CERTIFICATIONS:**

**All Bidders are encouraged to complete and submit Attachment A – Insurance Certification** with their bid. Attachment A is used to certify which types of insurance coverage the Bidder has posted to the City of Los Angeles' insurance compliance platform, **KwikComply** (available at <https://kwikcomply.org>).

The insurance certificates referenced in Attachment A must be **current, active, and not expired** at the time of bid submission. Attachment A includes a list of various types of insurance coverage that

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

may be required depending on the nature of the work being contracted. It is the **Bidder's sole responsibility** to ensure that any insurance coverage on file with KwikComply is appropriate and sufficient for the type of goods and/or services being procured under this RFB.

Attachment A also includes an option for the Bidder to indicate that **no insurance coverage is required** for the goods and/or services being quoted. **\*Note: This option is only acceptable when no on-site labor taking place on Port property is indicated in the project description/line items of a bid.**

**Only the awarded Bidder** will be required to demonstrate full compliance with insurance requirements by ensuring that all applicable and required coverages are posted and active in KwikComply before contract execution. However, all Bidders are *strongly encouraged to complete and submit pages 1-7 of Attachment A with their bids* to facilitate timely review and verification of insurance status.

## **KWIKCOMPLY:**

Insurance documents shall be sent directly via electronic submission as the required method of submitting Consultant's insurance documents. KwikComply is the City's online insurance compliance system. The system is designed to be used primarily by insurance brokers and agents as they submit client insurance certificates directly to the City. It uses the standard insurance industry form known as the ACORD 25 Certificate of Liability Insurance in electronic format. The advantages of KwikComply include standardized, universally accepted forms, paperless approval transactions (24 hours, 7 days per week), and security checks and balances. Consultant's insurance broker or agent shall obtain access to Kwik Comply at <https://kwikcomply.org/> and follow the instructions to register and submit the appropriate proof of insurance on Consultant's behalf.

## **DETAILED INSTRUCTIONS AND ONE (1) SAMPLE "ACCORD 25 CERTIFICATE OF LIABILITY" ARE PROVIDE AS PAGES 8-11 OF ATTACHMENT A.**

For further clarification on Insurance procedures, coverage information and documentation, please **contact POLA Risk Management** via email at [riskmanagement@portla.org](mailto:riskmanagement@portla.org).

**Upon approval of insurance, contractor will receive written authorization to proceed.**

**NO WORK MAY BE PERFORMED WITHOUT SUCH WRITTEN AUTHORIZATION TO PROCEED**

## **FINANCIAL SECTION**

**BILLING DISCOUNT TERMS.** Billing Discount terms offering 20 days or more will be considered in making evaluation for award.

**SALES TAXES.** Do not include Sales Taxes in your Bid. Sales Taxes will be added at time of order.

**SALES TAX PERMIT.** Vendor's California State Board of Equalization Permit No. required to collect California State Sales Tax. Permit Number: \_\_\_\_\_.

**REQUEST FOR BID**

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

**VENDOR PAYMENT.** Please note. Vendor name and address must be submitted exactly as it will appear on the invoice. If invoice remit to (remittance) name and address are different from the bid name and address, please indicate:

REMIT TO: NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Invoices submitted for payment where the invoice name and address does not match the name as it appears on the purchase order or as indicated in the space above, will not be processed and will be returned to the vendor.

**BUSINESS TAX REGISTRATION CERTIFICATE (BTRC).** In accordance with the City of Los Angeles Municipal Code, a Business Tax Registration Certificate may be required of persons engaged in business activity within the City. The Office of Finance, Tax and Permit Division, (213) 473-5901, has sole authority in determining a firm's tax requirements and in issuing Business Tax Registration Certificates or Business Tax Exemption Numbers. Accordingly, firm's current Business Tax Registration Certificate or Business Tax Exemption Number must be clearly shown on all invoices submitted for payment. Bidder, in submitting this bid, acknowledges and accepts the above requirements and recognizes that no invoice will be processed for payment without inclusion of the Business Tax Registration Certificate or Business Tax Exemption Number.

BTRC or Exemption Number: \_\_\_\_\_(required).

**TAXPAYER IDENTIFICATION NUMBER.** Contractor declares that it has an authorized Taxpayer Identification Number (TIN), which must be indicated on all invoices. No payments will be made under this agreement without a valid TIN number.

**GENERAL RULES AND REGULATIONS**

**REGIONAL ALLIANCE MARKETPLACE FOR PROCUREMENT (RAMP)**

Respondents are advised, pursuant to Executive Directive 35, if a bidder is selected and awarded a contract, and if the vendor is a for-profit company or corporation, the vendor shall, within 30 days of the effective date of the contract and on an annual basis thereafter (i.e., within 30 days of the anniversary of the effective date of the contract), report the following information to City via the Regional Alliance Marketplace for Procurement ("RAMP") or via another method specified by City: vendor's and any subcontractor's annual revenue, number of employees, location, industry, race/ethnicity and gender of majority owner ("contractor/subcontractor Information"). On an annual basis, the vendor shall further request that any subcontractor input or update its business profile, including the vendor/subcontractor information, on RAMP or via another method prescribed by City.

Vendor RAMP ID \_\_\_\_\_(required)

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

**COMPLIANCE WITH LAWS.** Vendor shall comply with all applicable Ordinances, laws, Rules and Regulations of the City and of any County, State or Federal Government, or subdivision thereof.

**ENVIRONMENTAL MANAGEMENT SYSTEM.** The Los Angeles Harbor Department is committed to managing resources and conducting Port development and operations in both an environmentally and fiscally responsible manner. The Department will strive to improve the quality of life and minimize the impacts of its development and operations on the environment and surrounding communities through the continuous improvement of its environmental performance and the implementation of pollution prevention measures, in a feasible and cost-effective manner that is consistent with the Department's overall mission and goals, as well as with those of its customers and the community. To ensure this policy is successfully implemented the Department will develop an environmental management program that will:

1. Ensure this environmental policy is communicated to Department staff, its customers, and the community;
2. Ensure compliance with all applicable environmental laws and regulations;
3. Ensure environmental considerations are included in planning, property, financial, developmental, and operational decisions, including feasible and cost effective options for exceeding applicable requirements;
4. Define and establish environmental objectives, targets, and best management practices and monitor performance;
5. Ensure the Department maintains a Customer Outreach Program to address common environmental issues; and
6. Fulfill the responsibilities of each generation as trustee of the environment for succeeding generations through environmental awareness and communication with employees, customers, regulatory agencies, and neighboring communities.

The Department is committed to the spirit and intent of this policy and the laws, rules and regulations, which give it foundation.

**DEFAULT BY SUPPLIER.** In case of default by Vendor, the City reserves the right to procure the articles or services from other sources and to hold the vendor responsible for any excess costs occasioned to the City thereby.

## **SMALL & LOCAL BUSINESS PROGRAM**

**Certified SLB by the City of LA**

Yes

No

Companies certified as a Small Local Business with the City of Los Angeles are given a preference applied to bid contracts of \$100,000.00 or less. A 10% preference (discount) is given to the bids of SLB certified companies. The preference is determined by taking 10% of the lowest bid that is proposed by a non-certified SLB company, and subtracting that amount from the bid of the SLB certified company. If after the preference the SLB's bid is less than or equal to the lowest non-certified company's bid, the SLB will be awarded the contract.

In order to be given the bid preference as a certified SLB, your SLB application must be received at the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance, Centralized Certification Section no later than five (5) calendar days prior to the last day for submission of the bid or proposal and approved prior to the award date as stated on the RFP.

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**  
(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

The Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance, Centralized Certification Section is located at:

**Office of Contract Compliance, Centralized Certification:  
1149 S. Broadway, Suite 300, Los Angeles, CA 90015  
(213) 847-2684**

Certification as a Small & Local Business is valid for one calendar year from the date of approval. Applicant firms must be recertified on an annual basis with the Office of Contract Compliance, Centralized Certification Section. For questions concerning the Small Local Business Program, contact the Office of Contract Compliance, Centralized Certification Section at (213) 847-2684 or at [http://bca.lacity.org/index.cfm?nxt\\_body=main\\_page.cfm](http://bca.lacity.org/index.cfm?nxt_body=main_page.cfm).

**MINORITY, WOMEN, AND OTHER BUSINESS ENTERPRISE (MBE/WBE/OBE).** It is the policy of the Los Angeles Harbor Department to provide minority (MBE), women (WBE) and all other (OBE) business enterprises an equal opportunity to participate in the performance of all Harbor Department contracts. Such opportunities have resulted in combined M/WBE participation of over 20%. Bidders are encouraged to continue assisting the Department in implementing this policy by taking all reasonable steps to ensure that all available business enterprises have an equal opportunity to compete for and participate in Department contracts. All bidders are encouraged to reach out to M/W/OBEs when opportunities are available.

**EQUAL BENEFITS POLICY.** The Board of Harbor Commissioner of the City of Los Angeles adopted Resolution No. 6328 on January 12, 2005, agreeing to adopt the provisions of Los Angeles City Ordinance 172,908, as amended, relating to Equal Benefits (Section 10.8.2 et seq. of the Los Angeles Administrative Code) as a policy of the Harbor Department. Bidder shall comply with the policy whenever applicable. Violation of the policy shall entitle the City to terminate any agreement with Bidder and pursue any or all other legal remedies that may be available.

**SWEAT-FREE PROCUREMENT POLICY.** The Board of Harbor Commissioners of the City of Los Angeles adopted Resolution No. 6455 on October 19, 2006, agreeing to adopt provisions of Los Angeles City Ordinance 176,291, relating to Sweat-Free Procurement, Section 10.43 et seq. of the Los Angeles Administrative Code, as a policy of the Harbor Department. Contractor shall comply with the policy wherever applicable. Violation of the policy shall entitle the City to terminate any Agreement with Contractor and pursue any and all other legal remedies that may be available.

**SPECIAL NOTE.** If you are not bidding, please state reason for not bidding and return bid to the Purchasing Office:

---

---

# REQUEST FOR BID

CITY OF LOS ANGELES  
HARBOR DEPARTMENT

**BID NUMBER: 13145**

(SHOW THIS NUMBER ON ENVELOPE)

**BID DUE BEFORE 11:00 AM ON: Wednesday, June 3, 2026**

## GENERAL CONDITIONS READ CAREFULLY

1. **FORM OF BID AND SIGNATURE.** The Bid must be made on this form only, and is limited to the Terms and Conditions contained herein, unless expressly agreed otherwise in writing by the City. No telephonic or facsimile bid is acceptable, unless otherwise indicated. Bid should be enclosed in a sealed envelope, showing the Bid No. in the lower left corner, and addressed to the Port of Los Angeles Contracts and Purchasing Division, 500 Pier "A" Street, Wilmington, CA 90744. Bids must be signed with the firm's corporate name or DBA and by a responsible officer or authorized employee. In case of error in extension of prices, unit price will govern. All prices must be firm unless the specification provides for adjustment.
2. **TAXES:** Do not include any Sales or Federal Excise Tax in prices unless the specifications specifically require that they be included. Sales tax will be added by the City at time of award. The City will furnish Federal Excise Tax Exemption Certificate to Supplier. Any other taxes must be included in bid prices.
3. **SPECIFICATION CHANGES.** Bidder may request in writing that specifications be modified if its provisions restrict bidder from bidding. Such request must be received by the Director of Purchasing at least five (5) working days before bid opening date. All bidders will be notified by Addendum of any approved changes in the specifications.
4. **BRAND NAMES AND SPECIFICATIONS.** The detailed specifications and/or brand name references are descriptive and indicate quality, design, and construction of items required. Offers will be considered to supply articles substantially the same as those described therein but with minor variations. Bidder must describe variations in their Bid.
5. **AWARD OF CONTRACT.** Bid shall be subject to acceptance by the City for a period of three (3) months unless a lesser period is prescribed in the quotation by the bidder. The City may make combined award of all items complete to one bidder or may award separate items to various bidders. Bidders may submit alternate prices, a lump sum or a discount conditional on receiving an award for two or more items. The right is reserved to reject any, or all, bids and to waive informality in bids.
6. **PURCHASE AGREEMENT.** A copy of the Bid, Specifications and General Conditions will remain on file in the Purchasing Office. All material or services supplied by the Contractor shall conform to the applicable requirements of the City Charter, City Ordinances, and all applicable State and Federal Laws, as well as conforming to the Specifications, Terms and Conditions contained herein.
7. **PRICE GUARANTEE.** If during the term of any agreement awarded pursuant to this Bid, the supplier sells the same materials or services under similar quantity and delivery conditions, at prices below those stated herein, such lower prices are to immediately be extended to the City.
8. **DEFAULT BY SUPPLIER.** In case of default by supplier, the City reserves the right to procure the articles or services from other sources and to hold the supplier responsible for any excess costs incurred by the City.
9. **PAYMENTS.** Payment terms are NET 30 days unless bidder quotes otherwise. Cash discounts allowing less than 20 days or 20th Proxima will not be considered by the City when evaluating Bids. All Cash Discounts are computed from the date of delivery in full or completion and acceptance of the work or material, or from date of receipt of invoice, whichever is latest. Partial payments may be made by the City on delivery and acceptance of goods and on receipt of vendor's invoice. Invoices must be submitted as specified on the Purchase Order or Notice to Proceed.
10. **ASSIGNMENT.** The supplier shall not assign or transfer by operation of law any obligation without the prior written consent of the Director of Purchasing.
11. **NONDISCRIMINATION.** During the performance of this contract, the contractor shall not discriminate in employment practices against any employee or applicant for employment because of the employee's race, religion, national origin, ancestry, sex, sexual orientation, age, disability, marital status, domestic partner status or medical condition, in accordance with L.A. Admin. Code Sections 10.8 to 10.13, whose provisions are incorporated herein. All subcontracts awarded under any such contract shall contain a like nondiscrimination provision.
12. **SAFETY APPROVAL.** Articles supplied under this contract will not be accepted unless they comply with current safety regulations of the City Department of Building and Safety, U.L., the Safety Orders of the California Division of Occupation Safety and Health (CalOSHA) and OSHA requirements.
13. **PREVAILING WAGES.** Where labor is required for public work as a part of this contract, pursuant to the provisions of the Labor Code of the State of California, contractor shall pay no less than the general prevailing wages for the area as determined by the Director of the Department of Industrial Relations, State of California. Copy of wage schedule is obtainable from the Office of the Board of Public Works, City Hall, Los Angeles.
14. **CONTRACTOR'S LIABILITY.** The contractor agrees to, at all times, relieve, protect, save harmless, and fully indemnify the City of Los Angeles, its officers, agents and employees from any and all liability whatsoever that may arise or be claimed by reason of any acts of said contractor, contractor's employees and agents, in connection with the work to be performed under the contract.
15. **PATENT RIGHTS.** The person, firm, or corporation, upon whom this order is drawn, does, in case the materials or supplies to be furnished are covered wholly or in part by U.S. Letters Patent, by the acceptance of this order agrees to indemnify and hold the City of Los Angeles harmless from any and all injuries or damage which the City may sustain by reason of the sale to or use by it of such materials or supplies and arising out of the alleged or actual infringement of said letters patent.
16. **LEGAL JUSTIFICATION.** This agreement shall be deemed entered into in Los Angeles, California, and shall be governed and construed in accordance with the laws of the State of California.
17. **TERMINATION FOR NON-APPROPRIATION.** The Harbor Department of the City of Los Angeles' (City's) obligation to pay any amount hereunder, for any City fiscal year after the current fiscal year is contingent upon City's appropriation of funds for that purpose. The City's fiscal year ends on June 30<sup>th</sup> of each calendar year. Accordingly, anything to the contrary notwithstanding, the City may terminate this contract and future monetary obligations hereunder as of the end of any fiscal year.
18. **CANCELLATION.** The contract may be terminated in whole or in part by the Harbor Department of the City of Los Angeles (City) for its convenience, without penalty, provided that the Bidder is given not less than 30 days written notice (delivered by certified mail, return receipt requested) of the intent to terminate. The City will pay for that portion of the orders fulfilled or work performed. The City has the right to cancel the contract for cause at any time.

THE END

No. 285 Rev. 10/12-116