



## NOTICE OF INTENT TO AWARD CONTRACT

*Via Email*  
October 28, 2021

Green Contractor Studio, Inc.  
6920 Knott Ave. Ste C  
Buena Park, CA. 90621

Attn: Herald Kim  
hk@gcsgc.com

Subject: San Bernardino Community College District ("District")  
**Valley Campus – New Softball Field Project– NIB# CC01-3605.01**  
Construction Services NOITA

Please take notice, that pursuant to the Instruction for Bidders issued by the District in connection with the above referenced Project, this shall constitute the District's Notice of Intent to Award the Contract for the construction service for **Valley Campus – New Softball Field Project– NIB# CC01-3605.01**. The District intends to award the Contract for the Project in the amount of **\$3,587,500.00** to **Green Contractor Studio, Inc.** as the responsible and responsive bidder. Approval of the Contract for the Project will be considered by the District's Board of Trustees at the monthly meeting of the District's Board of Trustees on **November 18, 2021** beginning at 4:00 pm. **at the District Boardroom, 550 E. Hospitality Ln., Suite 200, San Bernardino, CA 92408. Green Contractor Studio, Inc. is welcome to attend. The meetings are also recorded and can be viewed live on [YouTube](#).**

It is the District's Intent to Award the Contract provided that all of the following requirements are complied. Please furnish the following documents to the District as soon as possible, no later than **November 11, 2021 at 12:00 PM. (except Item 6 below)**

- 1) Contractor Form Agreement (official Agreement to be provided under separate cover) with your signature for final execution. (if applicable)Also, your corporate seal is required. Two (2) original wet signed construction contracts must be mailed to the District office (inclusive of original bonds and escrow). Further instructions will be provided when the Contractor Form Agreement is emailed to you. An electronic copy of the signed contract must also be submitted to [anbrown@sbccd.edu](mailto:anbrown@sbccd.edu) cc: (insert CM's email), and [mfitzpatrick@sbccd.edu](mailto:mfitzpatrick@sbccd.edu). All documents must be returned as a contract package.
- 2) All Performance and Payment bonds (hard copies must contain a seal) for the above total awarded amount shall be provided with the returned wet signed original contract and included in the electronic contract copy. **Refer to RFP for document templates**

- 3) A signed executed copy of the Guarantee form.
- 4) A completed W-9 Form and Supplier Information form (submit to [businessservices@sbccd.org](mailto:businessservices@sbccd.org), cc: [anbrown@sbccd.edu](mailto:anbrown@sbccd.edu) and [mfitzpatrick@sbccd.edu](mailto:mfitzpatrick@sbccd.edu).
  - a. Supplier Information Form ([web link](#))
  - b. W-9 ([web link](#))
- 5) Proof of a Department of Industrial Relations registration (DIR #).
- 6) Certificate of Insurance per contract requirements. The COI needs **to be provided no more than three (3) days after contract execution, and before issuance of the Notice to Proceed (NTP)**.
- 7) Proof of active Construction Contractor License in the State of California.
- 8) Escrow Agreement for Security Deposits In Lieu of Retention. Provide and flag originals that require District signature. (if applicable)
- 9) Signed post-bid questionnaire. (if applicable)
- 10) Completed SBCCD COVID-19 Safety Plan.
- 11) Purchase Order (a pre-requisite to the issuance of the NTP, but issued after the contract is fully executed)

**NOTICE TO PROCEED (NTP) – WILL NOT** be issued until the above requirements are received, fulfilled, and approved by the Board of Trustees.

Please submit all questions and documents directly to:

**Greg Ochoa**

**Construction Manager**

[greg.ochoa@safeworkcm.com](mailto:greg.ochoa@safeworkcm.com)

**909-855-4226**