



UNIVERSITY OF CALIFORNIA HASTINGS COLLEGE OF THE LAW

UC HASTINGS – RFQ #67-0170 CLASSROOM K MEDIA REFRESH

Due: February 24, 2017

purchasing@uchastings.edu

Scope of Work:

Furnish all labor and materials necessary to complete the AV System Refresh project for Classroom K at the University of California, Hastings College of Law. The intent of the refresh is to create, to the extent possible, a prototype and test center for future classroom installations in the academic building located at 333 Golden Gate Ave., which opens Fall of 2020. This specific project, hereinafter called “Classroom K Media Refresh”, or the “Project” will be performed at one (1) building of Hastings College of Law campus, located at 198 McAllister Street, San Francisco, California, 94102. Work on the Project must be in accordance with the provided engineering drawings and specifications.

The vendor will be required to do the following:

- Complete all prep work needed to avoid damage to the existing surroundings.
- All work must be scheduled with the approval of UCH and must be done in such a manner as to avoid disruption to the normal operations of the school to the greatest extent possible.
- Protect the environment during the work.
- Job-site clean-up.

Additional Mandatory Requirements:

1. Current and active CSLB license (appropriate classification for the work) for bidder and all subcontractors
2. Current and active DIR registration for bidder and all subcontractors

<https://efiling.dir.ca.gov/PWCR/Search>

Responses from non-registered firms **will not be considered**.

Attachments:

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|--------------|--|
| Attachment 1 | Sample Agreement |
| Attachment 2 | New Vendor Information Form (Substitute W-9) |
| Attachment 3 | Drug-Free Workplace Certification |
| Attachment 4 | Plan Drawings |
| Attachment 5 | Specifications |
| Attachment 6 | List of Subcontractors (Form provided by UCH; to be filled out and returned by Bidder) |

Pricing:

Quote:

Labor (L): \$ _____

Materials (M): \$ _____

Total (L+M) \$ _____

Quote should be all inclusive (labor, materials, tax, freight, testing)

UC Hastings terms and conditions:

Terms: Credit Card (Visa), Net 30

Circle discount: 2% - 10
 1% - 20

Proof of Insurance required of supplier awarded the job.

Shipping: FOB Destination, Freight Prepaid

Deliver to: 200 McAllister Street, SF CA 94102

X _____

Signature of bidder

UC Hastings Terms and Conditions attached and agreed to by signing

Company Name

| RFQ Event Schedule | |
|--|------------------------------------|
| Event | Date |
| RFQ # 67-0170 Documents Posted | 1/18/2017 |
| <p>Mandatory Job Walk -- Please RSVP in advance to purchasing@uchastings.edu</p> <p>11:45 a.m. Meet at UC Hastings, Purchasing, 200 McAllister Street, San Francisco. Security check-in procedures in the lobby.</p> <p>Review business items in Purchasing, then walk to 198 McAllister Street, Classroom K.</p> | January 31, 2017 at 11:45 a.m. PT |
| <p>Questions due from potential bidders.</p> <p>Questions must be in writing and sent to purchasing@uchastings.edu</p> | February 7, 2017, by 4:00 p.m. PT |
| <p>Answers provided by UC Hastings</p> <p>Answers will be posted on the UCH Bids/RFPs web page: http://sites.uchastings.edu/purchasing/current-bids-fy-2016-2017/</p> | February 14, 2017 |
| <p>Response Due Date/Time:</p> <p>Vendor responses due by close of business. Submission by email to purchasing@uchastings.edu is preferred. Bidders who are not registered with the DIR will be disqualified.</p> | February 24, 2017, by 4:00 p.m. PT |
| Notice of Award (target date) | TBD |