

PRE-BID CONFERENCE AND SITE TOUR SIGN-IN

REBID - WASTEWATER TREATMENT SYSTEMS - MAINTENANCE, SERVICE AND PARTS

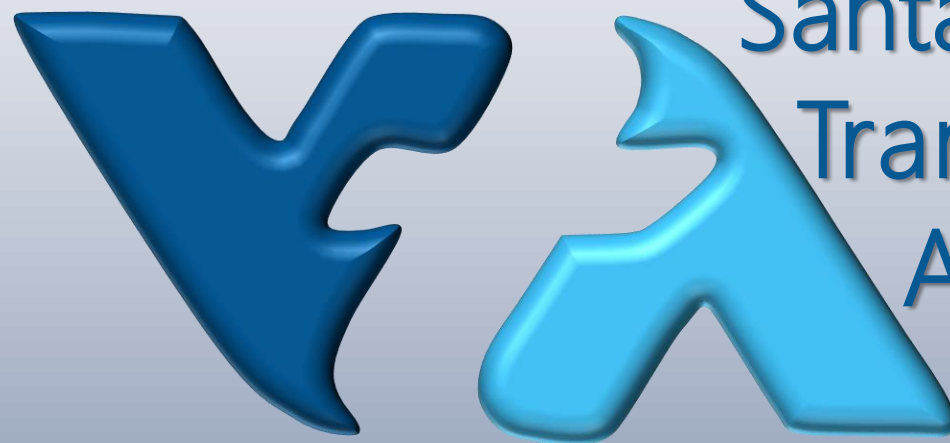
CONTRACT M19002

Address: Santa Clara Valley Transportation Authority ("VTA")
Cerone Division: 3990 Zanker Road, San Jose CA 95134

NAME (please print)	ORGANIZATION	PHONE	EMAIL ADDRESS	ATTENDING SITE TOUR (YES/NO)
Ehab Azab	Construction Contracts Administrator - VTA	(408)321-5835	Ehab.Azab@vta.org	Yes
NICKOLAS FISHER	FISHER ELECTRICAL INTEGRATION	(916)833-0613	nick.fisher@ fisherintegration.com	YES
GREG BEATTIE	VTA - FACILITIES	X-7061	greg.beattie@vta.org	YES
Kevin Parrish	VTA Cerone	464-7758	Kevin.Parrish@vta.org	yes

Welcome

to



Santa Clara Valley
Transportation
Authority

Solutions that move you

Pre-Bid Meeting

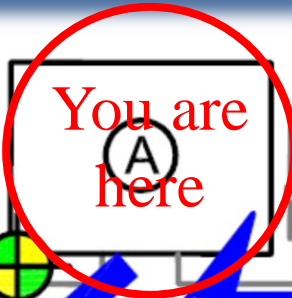
for

**REBID - Wastewater Treatment Systems-
Maintenance, Service, and Parts**

This conference will last approximately

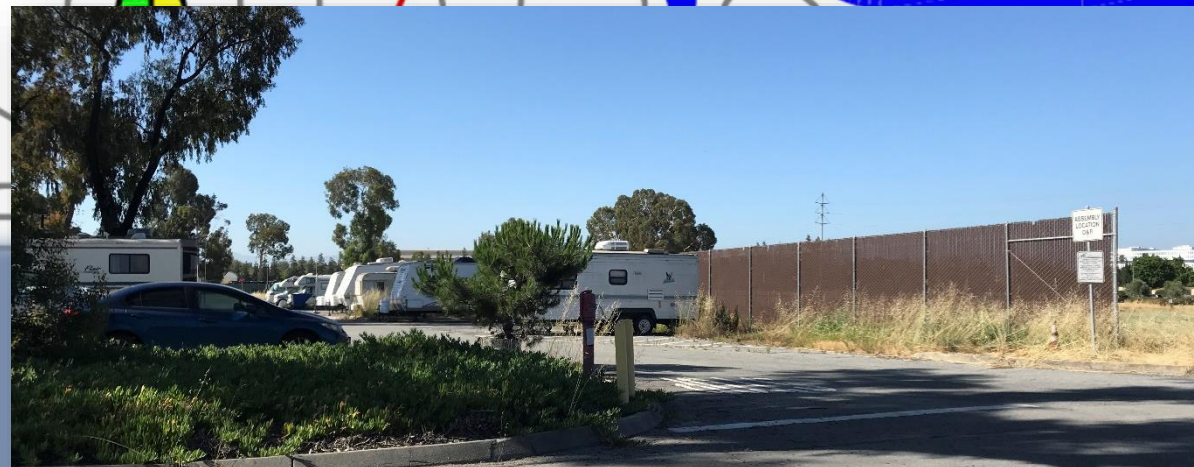
40 minutes

➤ HSE: Emergency Exit



EMPLOYEE PARKING

You Exit here



➤ Objective & Activities



OBJECTIVE

- ✓ It is aimed by this conference to guide Bidders through the Bid Documents to clearly understand the scope of work, and to know how to submit a “Responsive Bid”.
- ✓ Attendance of this conference is not mandatory but highly recommended.

ACTIVITY: Pre-Bid Conference

- ✓ Contract M19002 – Rebid for M16215
- ✓ Wastewater Treatment Systems- Maintenance, Service, and Parts

ACTIVITY: Site Visit

- ✓ A site tour will be held promptly following this Pre-Bid Conference

➤ Agenda of Meeting



Topics	Spokesperson	Time
Please introduce yourself	All Attendees	2 Minutes
Become a Vendor	Ehab Azab	3 Minute
VTA Point of Contact	Ehab Azab	1 Minute
Contractual Requirements	Ehab Azab	10 Minutes
Risk Management	Ehab Azab	2 Minutes
Business Diversity	Olga Medina	4 Minutes
Project Details	Greg Beattie	10 Minutes
Question & Answer	All Attendees	8 Minutes

➤ Introduction



Please ...

 **INTRODUCE** 
YOURSELF

1. Name
2. Designation
3. Company

➤ Become a Vendor



Sample

Downtown Customer Service Center
55-A West Santa Clara Street
San Jose, CA 95113
Weekdays: 9 a.m. - 6 p.m.
Closed weekends and most holidays

River Oaks Administrative Offices
3331 North First Street
San Jose, CA, 95134
Weekdays: 8 a.m. - 4:30 p.m.
Closed weekends and most holidays

CONTACT | CAREERS | BUSINESS CENTER | BOARD AGENDAS | ACCESSIBILITY | TITLE VI

View Solicitations
See all open contracting opportunities, or see upcoming contracts.
[VIEW](#)

Get Registered
Sign up for notifications about VTA contracting opportunities.
[REGISTER](#)

Get Certified
VTA's Business Diversity Programs certifies small, disadvantaged and other business enterprises.
[LEARN MORE](#)

Status: - Any - Category: - Any - [APPLY](#)

REQUEST FOR PROPOSALS (RFP)	ACTIVE	DUE DATE	INVITATION FOR BID (IFB)	ACTIVE	DUE DATE
BUS DRIVING SIMULATOR, DELIVERY, SET-UP, AND TRAINING Administrator: Keisha Carnahan		08/02/2019 - 2:00	CERONE DIVISION EMERGENCY GENERATOR REPLACEMENT Administrator: Ehab Azab		08/13/2019 - 1:00

Cerone Division Emergency Generator Replacement

[REGISTER OR LOG IN TO DOWNLOAD](#)

INVITATION FOR BID (IFB) ACTIVE DUE DATE: 08/13/2019 - 1:00 PM

Solicitation ID: C19010 Administrator Contact: Ehab Azab NAICS Code: 236220 - Commercial and Institutional Building Construction
238910 - Site Preparation Contractors
562910 - Remediation Services

Step 1: Visit www.vta.org.

Step 2: Scroll all the way down and click Business Center.

Step 3: Click View Solicitations.

Step 4: Click Project Name.

Step 5: Register or Log-in to download.



➤ VTA Point of Contact



Name

- Ehab Azab

Designation

- Contracts Administrator

Email

- ehab.azab@vta.org

Phone

- (408) 321-5835

Fax

- (408) 955 9729

Mailing Address

- 3331 North First Street, VTA Building A,
San Jose, CA 95134-1927

➤ Contractual Requirement



ADDENDA & RFI

- Addenda : Zero Q&A Set: Zero

PREQUALIFICATION

- Not required for this project.

BID OPENING

- Date – Wednesday, September 18, 2019
- Time – 1:00 P.M. (**Please consider traffic**)
- Location - 3331 North First Street, Building A - Room 106, San José, California 95134-1927
- **Remember**: Section 3.11.1 states that Bids received after the Bid Opening will not be considered. Late Bids will be returned to the Bidder unopened



➤ Contractual Requirement



CLARIFICATIONS

- As per Section 1.11: The deadline for submitting inquiries will be 1:00 PM Wednesday **September 11, 2019**, being five (5) working days before Bid Opening date.

SUBMISSION OF BID

- Bring Bids to Lobby of **Building A**
- It is recommended that Bids Are **Hand-carried**
- Make sure it is **date and time –stamped**
- Make sure it is in a **sealed envelope**
- Bid Forms that are not **legible** will be considered Non-Responsive

➤ Contractual Requirement



CONTRACT DURATION

- The base term of the Contract is one year (the “Base Year”). The first day of the Base Year will commence on the date the Contract is executed.
- VTA may, at its sole option and in its sole discretion, extend the term of the Contract for up to four (4) total one (1)-year periods (each individually an “Option Year”). VTA may exercise these Option Years by issuing written notice to Contractor prior to the expiration of the then-current term, informing Contractor of VTA’s decision to exercise any Option Year (“Option Notice Letter”).
- The total term of the Contract, including all Option Years, will not exceed five (5) years.

LIQUIDATED DAMAGES

- Not Applicable

SBE GOAL

- An 11.10% Small Business Enterprise (“SBE”) participation goal has been established for this Contract.
- A following Topic will elaborate more on this.

➤ Contractual Requirement



LICENSE

Contractor must, **at the time of Bid submittal**, possess current licenses in the following classifications issued by the California Department of Consumer Affairs, Contractors State License Board:

- License: Class A and C-10 (Electrical – specialty in programmable logic controllers (“PLCs”) required)
- Or Alternative 1: All of the following licenses: C-10 (Electrical – specialty in PLCs required) and C-61/D-21 (Limited Specialty/Machinery and Pumps)

A combination of prime and sub license is acceptable only when each subcontractor’s scope of work is identified in Bid Form #3 and each subcontractor is properly licensed at the time of Bid Submittal

➤ Contractual Requirement



BID FORMS

- **Bid Form 1**: Schedule of Quantities and Prices, Contractor Information
- **Bid Form 2**: Bidder's Bond (Form must be acknowledged by a Notary)
- **Bid Form 3**: Designation of Subcontractors
- **Bid Form 4**: Listing of SBE Contractor or Subcontractors
- **Bid Form 5***: Supplemental Contractor and Subcontractor Information
- **Bid Form 6**: Litigation Disclosure
- **Bid Form 7**: Certificate of Bidder-Occupational Safety & Health
- **Bid Form 8**: Non-Collusion Declaration
- **Bid Form 9**: Public Contract Code Statements
- **Bid Form 10**: References and Previous Experiences

➤ *Bid Form 5 and Good Faith Efforts Documentation are to be submitted no later than 5 PM on the 2nd working day after the Bid Opening.

➤ Contractual Requirement



REBID - Wastewater Treatment Systems - Maintenance, Service and Parts
Contract M19002

BID FORM 1 BID FOR CONTRACT M19002

This form must be submitted with the

FROM: _____

TO: THE SANTA CLARA VALLEY TRANSPORTATION AUTHORITY
STATE OF CALIFORNIA

In compliance with your Invitation for Bid, you are required to be familiar with the terms and conditions of the Contract Documents to perform fully the Work within the time specified in the Contract Documents.

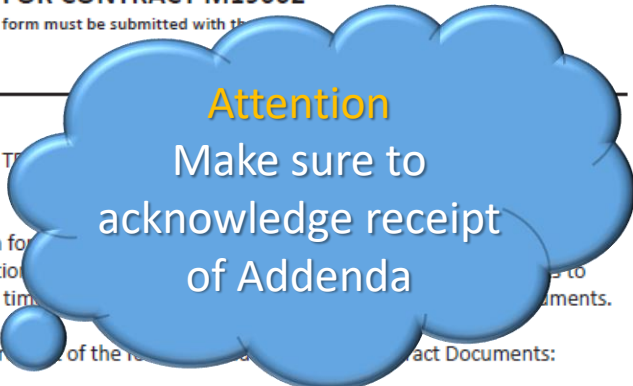
The Bidder hereby acknowledges receipt of the following Contract Documents:

Addendum No. _____ Dated _____
 Addendum No. _____ Dated _____
 Addendum No. _____ Dated _____
 Addendum No. _____ Dated _____
 Addendum No. _____ Dated _____
 Addendum No. _____ Dated _____

FAILURE TO ACKNOWLEDGE RECEIPT OF ALL ADDENDA MAY CAUSE THE BID TO BE CONSIDERED NON-RESPONSIVE. BIDDER CERTIFIES THAT IT HAS READ AND UNDERSTANDS THE CONTRACT DOCUMENTS AND ADDENDA AND THE MEANING, PURPOSE AND INTENT OF EVERY PROVISION THEREIN.

Bidder hereby incorporates by reference all provisions of the Contract Documents.

CONTINUED ON NEXT PAGE →



BID FORM 1 (continued)

Schedule of Quantities and Prices

The prices quoted below include all applicable taxes, fees, permits, delivery and other charges as required.

If the Contract includes cleanup, please note that there is no separate payment item for "Cleanup"; therefore Bidder shall consider and include this in the various items of Work on the Schedule of Quantities and Prices.

BIDDER'S NAME:	
-----------------------	--

Item	Reference	Description	Est. Qty.	Unit Price	Total
BASE YEAR					
A. MONTHLY SERVICE					
A	See Equipment Attachment 1	All labor, equipment, and services necessary for quarterly preventive maintenance and all items described in the Contract.	8 Each Monthly		
A1	Tech. Specs & Attach. 1	Cerone Division - HTES	8	\$	\$
A2	Tech. Specs & Attach. 1	Cerone Overhaul & Repair – Simon WTS	8		
A3	Tech. Specs & Attach. 1	Guadalupe Division – Simon WTS	8		
A4	Tech. Specs & Attach. 1	North Division - HTES	8		
A5	Tech. Specs & Attach. 1	Chaboya Division – Simon WTS	8		
B. QUARTERLY SERVICE					
B	See Equipment Attachment 1	All labor, equipment, and services necessary for quarterly preventive maintenance and all items described in the Contract.	2 Each Quarterly		
B1	Tech. Specs & Attach. 1	Cerone Division - HTES	2	\$	\$
B2	Tech. Specs & Attach. 1	Cerone Overhaul & Repair – Simon WTS	2		
B3	Tech. Specs & Attach. 1	Guadalupe Division – Simon WTS	2		



Contractual Requirement



For Bid items with a minimum Bid amount, Bidder must provide a Bid that is equal to or greater than the minimum Bid amount indicated. If the minimum Bid amount is not provided, the Bid will be considered unresponsive.

For Bid items with a maximum Bid amount, Bidder must provide a Bid that is equal to or less than the maximum Bid amount indicated. If the maximum Bid amount is exceeded, the Bid will be considered unresponsive.

Item	Reference	Description	Est. Qty.	Unit Price	Total
B4	Tech. Specs & Attach. 1	North Division	2		
B5	Tech. Specs & Attach. 1	North Division - HTES	2		
B6	Tech. Specs & Attach. 1	Chaboya Division - Simon WTS	2		
c. SEMI-ANNUAL SERVICE					
C1	See Equipment Attachment 1	All labor, equipment, and services necessary for quarterly preventive maintenance and all items described in the Contract.	1 Each Semi-Annual Service		
C2	Tech. Specs & Attach. 1	Cerone Division - HTES	1	\$	\$
C3	Tech. Specs & Attach. 1	Cerone Overhaul & Repair - Simon WTS	1		
C4	Tech. Specs & Attach. 1	Guadalupe Division - Simon WTS	1		
C5	Tech. Specs & Attach. 1	North Division	1		
C6	Tech. Specs & Attach. 1	North Division - HTES	1		
C7	Tech. Specs & Attach. 1	Chaboya Division - Simon WTS	1		
D. ANNUAL SERVICE					
	See Equipment Attachment 1	All labor, equipment, and services necessary for quarterly preventive maintenance and all items described in the Contract.	1 Each Annual Service		
D1	Tech. Specs & Attach. 1	Cerone Division - HTES	1	\$	
D2	Tech. Specs & Attach. 1	Cerone Overhaul & Repair - Simon WTS	1		
D3	Tech. Specs & Attach. 1	Guadalupe Division - Simon WTS	1		
D4	Tech. Specs & Attach. 1	North Division	1		
D5	Tech. Specs & Attach. 1	North Division - HTES	1		
D6	Tech. Specs & Attach. 1	Chaboya Division - Simon WTS	1		
D7	Tech. Specs & Attach. 1	Cerone Division - HTES	1	\$	

Item	Reference	Description	Est. Qty.	Unit Price	Total
E. MATERIALS AND LABOR					
E	Technical Specifications	Materials - All repair materials for all facilities. Dollar amount is estimate only including current Santa Clara County sales tax			
E1	01 22 16	Materials		Allowance (Mark-up will not exceed 15% Fixed Price)	\$132,000.00
E2	01 22 16	Unscheduled repairs - standard working hours from 8:00 AM to 5:00 PM (PST) (Monday - Friday)	800 Hours	\$	
E3	01 22 16	Unscheduled repairs - overtime/weekends/holiday/emergency calls.	160 Hours	\$	
E4	Appendix D	RWP training & Track Allocation Meetings		Allowance	\$6,000.00
E5	Special Conditions	Bonding & Insurance		Minimum Bid of 2,000	
TOTAL BASE PRICE					\$

Attention

- Minimum Bid
- Maximum Bid
- % of Total Bid Price



Agenda

➤ Contractual Requirement



Item	Reference	Description	Est. Qty.	Units	Unit Price	Total
A. First Year						
A.1					Arithmetically corrected 2,006	48,144 48,137
A.2					ected 337	21,392 21,394
A.3					ed 29	34,254 34,251
A.4					corrected ach 3	14,776 14,777
A.5			3	Each	Arithmetically corrected 5,709	17,126 17,127
A.6			2	Each	Arithmetically corrected 3,694	7,388 7,389
A.7						
A.8						
A.9						
A.10						
A.11						\$132,000
SUM A: Total First Year carried over to Grand Summary						\$ 410,976

Attention
Always double check the math!

Attention
Section 2.3.2

2.3.2. Notice of Award

After Bids are opened at the time and place stipulated, the Contract will be awarded to the lowest responsive and responsible Bidder ("Successful Bidder"), based on the "Total Bid Price" (as defined in Section 2.5 Definitions) subject to VTA's right to reject any or all Bids. No Bidder may withdraw its Bid for the period of days stipulated on the Bid Form after the date set for the Bid Opening. The Bid shall be subject to acceptance by VTA during this period.



Agenda

➤ Contractual Requirement



Attention
Section 1.5
“License”

BID FORM 3 DESIGNATION OF SUBCONTRACTORS

IMPORTANT INFORMATION

Bidder shall completely fill in the form below for each proposed subcontract in excess of one-half of 1 percent of Bidder's Total Bid Price, or in Bids for the construction of streets, highways, including bridges, in excess of one-half of 1 percent of the Bidder's Total Bid Price or \$10,000, whichever is greater, in compliance with the Public Contract Code of the State of California, Sections 4100-4114.

Attention

Bidder is advised to list all subs of any tiers needed to meet the license requirements stated in Section 1.5 “License” even if the one-half of 1 percent of the subcontract amount is less than \$10,000.

➤ Contractual Requirement



BID FORM 4 LISTING OF DBE CONTRACTOR OR SUBCONTRACTORS

SBE Participation Goal **11.10%**

Bid Amount (Enter Total Bid Price Amount) \$

B. LIST SBE CONTRACTOR AND SUBCONTRACTORS:

Bid Item	Description of Work, Service, or Materials Supplied	Certification Number	Agency Certifying	Name and Address of Certified SBE	SBE Dollar Amount	SBE Credit Amount



Formula to calculate SBE Goal Achieved:

$$\frac{\text{SBE Contract Amount}}{\text{Total Bid Price Amount}} \times 100 = \text{SBE Goal Achieved as a percentage}$$

Enter totals from any additional sheets here:

Total SBE Dollar Amount \$
SBE Goal Achieved (see formula at left) %



➤ Contractual Requirement



BID FORM 5 SUPPLEMENTAL CONTRACTOR and SUBCONTRACTOR INFORMATION

DIR Registration #: _____

C. ENTER DETAILS REGARDING CONTRACTOR/SUBCONTRACTOR LISTED ABOVE

Check One:	<input checked="" type="checkbox"/> DBE	<input type="checkbox"/> SBE	<input type="checkbox"/> Non-SBE/Non-DBE	<input type="checkbox"/> BDPBE (MWBE, DVBE, or LGBTBE)
Age of Firm:	_____			
Annual Gross Receipts (indicate bracket of income)	<input type="checkbox"/> Below \$500K	<input type="checkbox"/> \$500K to \$1M	<input checked="" type="checkbox"/> \$1M to \$4M	<input type="checkbox"/> Above \$4M
	<input type="checkbox"/> \$4M to \$6M	<input type="checkbox"/> \$6M to \$13M	<input type="checkbox"/> Above \$13M	
Ethnicity	<input type="checkbox"/> Asian	<input type="checkbox"/> Subcontinent Asian	<input type="checkbox"/> Native Am.	<input type="checkbox"/> Other
	<input type="checkbox"/> Black	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Caucasian	<input type="checkbox"/> Other
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female		



Note: Contractor and its subcontractors must be registered with the Department of Industrial Relations (DIR) at the time of Bid Opening.

Bid Form 5 is required for Prime contractor and all subcontractors.



➤ Contractual Requirement



CONTRACT FORMS

- Contract Form #1: Maintenance Agreement *
- Contract Form #2: Performance Bond *
- Contract Form #3: Payment Bond *
- Contract Form #4: Listing of Subcontractors, Suppliers and Subconsultants
- Contract Form #5: Designation of Authorized Representatives
- **Notes:**
- Contract Forms are not required at the time of Bid.
- * Form must be acknowledged by a Notary.

➤ Contractual Requirement



Certificate of Compliance with Section 49 USC 5323(j)(1)

PLEASE CHECK ONLY ONE BOX.

- The Bidder hereby certifies that it will meet the requirements in 49 CFR part 661.5.
- The Bidder hereby certifies that it will meet the requirements in 49 CFR part 661.7.

(BIDDER'S EXECUTION ON THE SIGNATURE OF THE BIDDER IS THE EXECUTION OF THOSE CERTIFICATIONS.)

- Bidder,
- The proposed subcontractor.

C. CALIFORNIA CONTRACTOR'S LICENSE

Number: _____
 Class: _____
 Expires: _____

D. BIDDER INFORMATION

Is this firm at least 51% owned by minorities or women?	<input type="checkbox"/> Yes <input type="checkbox"/> No (check one)
If yes, check the following primary ownership group:	<input type="checkbox"/> Asian Pacific <input type="checkbox"/> Asian Indian <input type="checkbox"/> Native American
	<input type="checkbox"/> Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Caucasian <input type="checkbox"/> Other _____
Check gender of owner(s):	<input type="checkbox"/> Male <input type="checkbox"/> Female

SIGN AND DATE

The person signing this Bid Form 6 for the Bidder certifies that he or she is authorized to sign on behalf of the Bidder, and that the Bidder is bound contractually by that signature.

Signature: _____
 Name (print): _____
 Title: _____
 Date: _____

REFERENCE 1

Owner Agency/Firm Name _____
 Address _____
 Contact Name for Owner _____
 Dollar Value of _____

correct and that this declaration is executed on this _____ day of _____, 20____
 at _____, _____
 (CITY) (STATE)

Yes No

If there are any exceptions to this certification, insert the exceptions in the following space.

has has not



➤ Contractual Requirement



CONTRACT FORM 1 MAINTENANCE AGREEMENT

This Maintenance Agreement ("Agreement") is entered into between the Santa Clara Valley Transportation Authority ("VTA") and

INSERT SUCCESSFUL BIDDER'S COMPANY NAME

("Contractor") as of the date set out below. VTA and Contractor agree as follows:

1. **Scope of Work.** Contractor shall perform the Work as described in

**REBID - WASTEWATER TREATMENT SYSTEMS - MAINTENANCE, SERVICE AND PARTS
CONTRACT M19002**

in a satisfactory and workmanlike manner and in accordance with the provisions of the Contract Documents.

2. **Compensation.** Full compensation to Contractor for the complete and satisfactory performance of the Work under the Contract and all provisions of the Contract Documents, including the payment of all obligations incurred to others in performance of the Work, the Total Contract Price (as defined in Contract **Section 2.5 Definitions**) of \$ **Insert Total Contract Price**, as this amount may be adjusted in accordance with other provisions of the Contract. **All costs for Work shown or indicated in the Contract Documents, even if not specifically provided for by a Bid item in the Schedule of Quantities and Prices shall be included in the Total Contract Price per Contract Section 7.59 Progress Payments.**

Attention

➤ Risk Management



INSURANCE REQUIREMENTS (Appendix A)

- **General Liability**: **\$5M** (including umbrella/excess liability)
 - \$2M must be the GL primary policy limit per occurrence
- **Automobile**: **\$5M** (including umbrella/excess liability)
 - \$2M must be the Auto primary policy limit per occurrence
- **Workers' Compensation**: **\$1M** per accident.
- **Contractor's Pollution Liability**: Not required.
- **Railroad Protective Liability**: if required, **\$2M** Combined Single Limit for bodily injury and property damage, with **\$6M** annual aggregate.
- **Builder's Risk**: Must be in an amount no less than the **full replacement value** of the finished work.
- **Umbrella policies**: if used, must have Drop Down and Follow Form provisions, and effective date concurrent with underlying policies

➤ Risk Management



INSURANCE REQUIREMENTS (Appendix A)

- **Insurance Certificate:**

- Must refer to contract number M19002 in the Description of Operations box
- Must include copies of all endorsements required by Appendix A
- Must disclose all deductibles or self-insured retentions
- Deductibles greater than \$50K must be approved by VTA based on Contractor's financials (submit last three years' Income Statement & Balance Sheet)
- Any exceptions to Appendix A must be submitted with IFB response
- Insurance must be in place and approved by VTA prior to contract Notice To Proceed (NTP)
- Renewal certificates must be submitted to VTA no later than expiration date of any line of insurance, including all required endorsements (Waiver of Subrogation, Separation of Insureds, Drop-Down coverage, etc.)

➤ Business Diversity



BUSINESS DIVERSITY

- Small Business Enterprise (SBE) Goal: **11.10%**
- Acceptable SBE Registries:
http://www.dot.ca.gov/hq/bep/find_certified.htm
- <http://www.vta.org/osdb>
- Counting SBE Participation toward the Goal
(Appendix C)
- Bid Form 5 and Good Faith Efforts Documentation are to be submitted no later than 5 PM on the 2nd working day after the Bid Opening.
- Business Diversity Programs Phone:
(408) 321-5962

➤ Project Details

DESCRIPTION OF WORK

For purposes of this Contract, Work consists of furnishing all labor, materials, tools, equipment, services, supervision, and incidentals necessary to maintain VTA's wastewater treatment systems ("WWTS") at all Worksites in safe, reliable operating condition in accordance with (i) the applicable manufacturers' instructions/requirements, (ii) industry standards, and (iii) all applicable regulatory maintenance standards.

VTA's WWTS are used for pre-treatment of the waste water generated by the steam cleaning operations and bus wash reclamation processes at VTA's divisions (Guadalupe, Cerone, North Yard and Chaboya). Water is then discharged to publically owned treatment works ("POTW"). The two WWTS include:

- Simon WWTS – Batch treatment system
- Hydro Tech Environmental Systems (HTES) – Continuous flow treatment system. HTES is no longer in business.

➤ Project Details

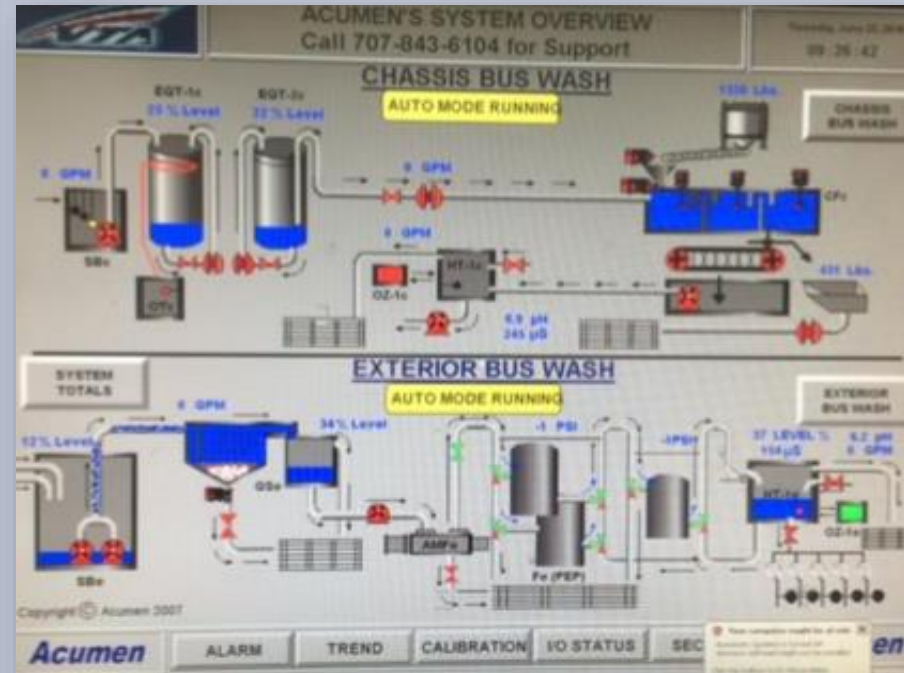


DESCRIPTION OF WORK

The Work will be conducted within an operating rail yard and adjacent to and within existing shop facilities. This Work will be subject to restrictions to ensure safety and the continuing operations of the yard and shop and the light rail system.

The Engineer's Estimate for this Work ranges from \$1 Million to \$1.5 Million. Refer to Section 6.4 Time for Performance for the time limit to complete all Work.

➤ Project Details



Agenda

➤ Project Details



➤ Questions and Answers



Our pleasure is to
answer any
of your questions ...

Agenda

Good Luck

Thank you for doing business with



Solutions that move you

Best Wishes

End of Presentation