



## PRE-BID MEETING AGENDA

P.O. Box 839966 □ San Antonio, Texas 78283-3966 □ p 210 207-2875

### **STINSON PARK IMPROVEMENTS PROJECT 40-00394**

Thursday, July 25, 2013, 3:00 p.m.

#### I. Introduction

##### **A. Review of Contract Requirements/Expectations**

- Type of Contract: IFB – Low Qualified Bid
- Calendar Days: 150                      Estimated Construction Cost: \$487,000.00
- Required Forms
  - Sign & date the 010 IFB, 025 Forms, and all Addendum Acknowledgment forms
  - Bid Bond is required
- SBEDA Requirements & Guide Lines: Subcontractor/Supplier Utilization Plan
- Labor Compliance (Wage & Hour): Prevailing wage rates listed 010 IFB

##### **B. Submission of Responses**

- Submittal due Date: **TUESDAY, August 6, 2013 by 2:00 P.M.**
- Hand Delivery Location: City Clerk's Office, 2<sup>nd</sup> Floor of City Hall at 100 Military Plaza (SW corner of Commerce and Flores). Allow ample time for security screening.

##### **C. Information Posted**

- Review Website (<http://epay.sanantonio.gov/RFPListings/>)
- Pre-Bid Sign-In Sheet
- Amendments to the solicitation
- Responses to questions presented subsequent to Pre-Bid Conference, and received prior to the deadline for questions will be answered via addendum.

##### **D. Restriction on Communication (040 Forms, Section 12)**

- Respondents are prohibited from communication with the city staff and city officials regarding this solicitation with the following exceptions.
- SBEDA Staff may be contacted for assistance up until the Bid opening date.
- Written questions and comments concerning the solicitation shall be sent to PM and directed to the consultant. All written questions are due by **4:00pm on July 30, 2013.**
- Responses to Answers by consultants/or city will be given in writing to all prospective respondents in Addendum Form and posted on city's website.

##### **Project Schedule Method – (Section 3.10 General Conditions)**

- Contractor shall create and maintain the Project Schedule using project management scheduling software compatible with Owner's project management scheduling software.
- CMP schedule is required to be in Primavera 5.0 or Contractor 4.1 or greater submitted electronically to the CIMS schedule and Project Manager. Software that's compatible to the City.