

Pre-bid Meeting Agenda

FORMAL INVITATION FOR BIDS (IFB)

Annual Contract for Labor and Materials for Concrete Work for Park Operations #2601010001

A. Review of Contract Requirements/Expectations

- Type of Contract: **Invitation for Bid**
- Calendar Days: **1095 or until the contract capacity has been exhausted**
- Estimated Construction Cost: **\$2,833,455.00**
- Sign in sheet will be published; if you are not comfortable with your information being published kindly remove it at this time
- Required Forms
 - 010 - Invitation for Bids and Contract Signature Page, signed
 - 020 - Bid Form
 - 025 - Unit Pricing Form, signed
 - Bid Bond
 - Subcontractor/Supplier Utilization Commitment Form, signed
 - Addenda Acknowledgement Forms, signed and dated
- **SEBDA Requirements and Labor Compliance**
 - SBEDA Requirements: 16% Minority / Women-Owned Business Enterprise (M/WBE) and 1% African American Enterprise (AABE) Subcontracting Goal.
 - Wage Decision: TX150016 01/02/2015 TX16
- Insurance & Bonds (Must be submitted within 10 days of contract award)
 - Certificate of Insurance (Article 11: General Conditions)
 - Waiver of Subrogation
 - Additional Insured
 - Payment and Performance Bonds

B. Submission of Questions

- Written questions and comments concerning the solicitation shall be sent to the Project Manager.
- Written questions are due **July 24, 2015 by 4:00 p.m.**
- Responses to questions presented subsequent to Pre-bid Meeting, if any, and received prior to the deadline for questions will be answered via addendum.

C. Post Meeting Information –

- **Review Website** (<http://epay.sanantonio.gov/RFPListings/>)
- Pre-bid Meeting documents and a list of attendees

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D. Restriction on Communication (040 Form 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.

E. Submission of Responses

- All bids submissions are due **August 4, 2015 by 2:00 p.m.**
- Hand Delivery Location: City Clerk's Office, 2nd Floor of City Hall at 100 Military Plaza (SW corner of Commerce and Flores).

Are there any questions at this time regarding the Contract Expectations and Requirements?

F. Project Manager: Sandy Jenkins

G. Contracts: David Palacios