

PRE-BID CONFERENCE MEETING AGENDA

FY 2015 Asphalt Overlay Task Order Contract Package 3
Thursday, September 18, 2014 at 10:30 A.M.

I. Introduction

A. Review of Contract Requirements/Expectations

- Type of Contract: IFB
- Calendar Days: 120 Estimated Construction Cost: \$2,500,000
- Required Forms
 - Sign & date the 010 IFB, 025 Forms, and all Addendum Acknowledgment forms
 - 020 Form
 - Subcontractor/Supplier Utilization Commitment Form
 - Bid Bond is required
 - SBEDA Requirements & Guide Lines: Subcontractor/Supplier Commitment Form
- Labor Compliance (Wage & Hour): Prevailing wage rates listed 010 IFB

B. Submission of Responses

- Submittal due Date: **TUESDAY, September 30, 2014 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). 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.

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 up until the Bid opening date.
- Written questions and comments concerning the solicitation shall be sent to me.
- These questions must be received no later than 9/22/14 by 4:00 pm.
- Answers by city will be given in writing to all prospective respondents in Addendum Form and posted on city's website.

Contract Award – The following (Must be submitted within 10 days of contract award)

- Certificate of Insurance (Article 11: General Conditions)
- Payment and Performance Bonds
- Additional Insured Endorsement