



## Pre-Bid Meeting Agenda – RFP 11-2021-06

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June 8, 2021 at 10:00am - Santa Rosa Creek Pedestrian Bridge

1. Procurement and Contracting Requirements
2. Communication during Bidding Period
3. Contracting Requirements
4. Schedule
5. Site visit or walkthrough
6. Post-Meeting Addendum



## Pre-Bid Meeting Minutes – RFP 11-2021-06

June 8, 2021 at 10:00am - Santa Rosa Creek Pedestrian Bridge

### Project Team

**Ray Dienzo, PE** – Utilities Department Manager/District Engineer

**James Green** – Water Systems Superintendent

**Melissa Bland** – Program Manager (not present)

**Megan Gerseny** – Admin Tech II, Support to the District Engineer

**Cindy Cleveland** (Cleveland Biological, LLC) – Principal Biologist (not present)

### Procurement and Contracting Requirements:

#### Advertisement for Bids.

Qualified bidders may submit bids for project as described in the specifications. Submit bids according to the Instruction to Bidders.

Bid announcements have been forwarded to the following plan rooms:

- Construction Bidboard
- Dodge Data & Analytics
- Central Coast Builders Association
- SLO County Builders Exchange
- BidAmerica
- Builders Notebook
- Tri-Co Reprographics

The District does not ensure the availability, accuracy or completeness of plans, specifications and other bid documents obtained from plan rooms.

#### Instructions to Bidders.

Owner will receive sealed lump sum bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:

1. Bid Date: **June 15, 2021**
2. Bid Time: **3:00 p.m., local time.**
3. Location: **Cambria Community Services District Utilities Office,  
5500 Heath Ln, Cambria, CA 93428.**

Bids will be thereafter privately opened.

#### Bonding.

Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond and separate Labor and Material Payment Bond will be required of the successful Bidder.

**Insurance.**

Certificates of Insurance in a form acceptable to Owner will be required of the successful Bidder.

**Bid Security.**

Each proposal must be accompanied by cash, a certified or cashier's check, or bidder's bond on the prescribed form and made payable to the District for an amount equal to at least 10 percent of the amount of the Bid, such guaranty to be forfeited should the apparent successful bidder to whom the contract is awarded fail to furnish the required bonds and insurance certificates, and timely enter into the contract with the District. The security of unsuccessful bidders will be returned by no later than sixty (60) days following the date of the award of the contract for the work.

**Bid Form and Attachments.**

All bids must be submitted on the District-provided Bid Proposal Form.

**Bid Submittal Requirements.**

Bids are to be delivered to the District's Utilities Department Office, 5500 Heath Lane, Cambria, CA 93428 until June 15, 2021 at 3:00 pm at which time and place said informal bids will be opened. Emailed bids will be accepted at [engineering@cambriacsd.org](mailto:engineering@cambriacsd.org). Hard copy bids should be addressed to:

Ray Dienzo, Utilities Department Manager/District Engineer  
Cambria Community Services District  
5500 Heath Lane  
Cambria, CA 93428

**Bid Submittal Checklist.**

- ✓ Bid Proposal Form
- ✓ Bid Security
- ✓ Subcontractor Listing Form
- ✓ Non-Collusion Declaration
- ✓ Certificate of Workers Compensation
- ✓ Proposed Schedule of Values

**Notice of Award.**

The District intends to award a contract to the responsive and responsible bidder with the lowest total bid price. All bids submitted shall be in accordance with the provisions of the contract documents. The District specifically reserves the right, in its sole discretion, to reject any or all bids, to re-bid, or to waive inconsequential defects in bidding not involving time, price or quality of the work. District may waive any minor irregularities in the bids. Any bid may be withdrawn prior to bid opening but not afterward.

**Communication during Bidding Period:****Obtaining documents.**

Bid documents are available on the District's Project Web Site.

**Access to Project Web site.**

The project website can be accessed at the following URL:

<https://www.cambriacsd.org/zone-2-to-zone-7-santa-rosa-bridge-water-line-replacement-project>

**Bidder's Requests for Information.**

Inquiries regarding this informal bid should be directed to the District Engineer via the Request for Information form at the Project Web Site.

**Bidder's Substitution Request/Prior Approval Request.**

Procurement Substitution Request must be made in writing by prime contract Bidder only in compliance with the project specifications.

**Contracting Requirements:****Agreement.**

The Contractor awarded the Project will enter into the District 's Agreement for Contractor Services or Short Form Public Works Contract and must submit any required bonds and the Certificate of Workers Compensation.

**Substitutions following award.**

For Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 5 days prior to time required for preparation and review of related submittals.

For Convenience: Owner will consider requests for substitution if received within 10 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Owner.

**Schedule:****Project Schedule.**

Work under this Agreement shall commence upon receipt of the Notice to Proceed from the District. Project schedule to include:

- Pre-Construction Conference: Schedule and conduct a preconstruction conference before starting construction no later than 15 days after execution of the Agreement.
- Project Close-Out Conference: Schedule and conduct a project close-out conference no later than 10 days prior to the scheduled date of substantial completion.

**Contract Time.**

All work in the riparian corridor must be completed by August 15, 2021 due to permitting constraints.

**Liquidated Damages.**

Contractor shall pay to the District the sum of \$200.00 for each and every calendar day of delay beyond the Contract Time, or beyond any completion schedule, construction schedule or Project milestones established in or pursuant to the Project Schedule, or beyond the time indicated in the Project Schedule for any individual Contract activity.

**Other Bidder Questions.**

- Option to construct worker platforms suspended under the bridge.
- Cranes, light excavators, and trucks can be used provided they are away from flagged sensitive areas and sediment controls.
- Emailed bid submittals are accepted.
- At the approaches, concrete removal and replacement is only required in sections where the pipe is trenched. The cracks on the southside concrete approach need only be repaired with an epoxy style method.

Site visit or walkthrough.

Post-Meeting Addendum.

See <https://www.cambriacsd.org/request-for-information-11-2021-06>.