

## City of Springfield – Pre-Bid Meeting Agenda



Meeting Date: Monday, March 15<sup>th</sup>, 2021

Meeting Time: 10:00 am

Meeting Location: Microsoft Teams Meeting (Online)

Project Number: P21162

Project Title: 42<sup>nd</sup> Street Overlay

The purpose of the pre-bid meeting is to assist potential contractors in becoming familiar with the requirements of the project and provide them with an opportunity to ask clarifying questions and discuss potential problems identified through their review of the bid documents. No information presented during this pre-bid meeting shall amend or replace the information provided in the bid documents issued by the City of Springfield unless it is subsequently confirmed in an official written addendum. Questions or comments should be brought up prior to the close of the meeting so they can be addressed at that time. Responses to any questions asked outside the parameters of the meeting will be in written format and posted to the City's website on the Clarifications Log or in the form of an Addendum. The City shall make a reasonable effort to notify anyone who has purchased a bid book or signed the Pre-Bid Meeting Sign-in Sheet as an attendee and provided a valid e-mail address of Addenda when issued.

**The deadline for submission of questions regarding this bid is Friday, March 19<sup>th</sup>, 2021 at 10:00 a.m.**

- 1.) Reminder to Sign-in
- 2.) Introduction of Staff
- 3.) Project Overview
  - a. ADA ramp reconstruction
  - b. Overlay of 42nd Street – Main Street to IP Entrance
    - i. NOTE – Bid items include items for wastewater line rehabilitation – NOT relevant to this project. Bid item list will be adjusted in an addendum, only reflecting items pertaining to this project.
- 4.) Key Items of Interest
  - a. SUB power poles to remain in place at ramps
  - b. TTC needs to be coordinated with ODOT with overlaying by main street
- 5.) Submittals
  - a. Detailed Construction Schedule
  - b. Materials
- 6.) Bidding, Award and Construction Schedule
  - a. Responses to questions received during this Pre-Bid Meeting will be posted on the Clarifications Log or as an Addendum on the City's website for this project at: <http://www.springfield-or.gov/DPW/InvitationBid.htm>
  - b. Bids due – Thursday, March 25<sup>th</sup>, 2021, at 2:00 pm
  - c. Award Contract – est. on or before Friday, April 30<sup>th</sup>, 2021
  - d. Notice to Proceed – est. on or before Monday, May 3<sup>rd</sup>, 2021
  - e. Project Completion Date – Thursday, September 30<sup>th</sup>, 2021
- 7.) Other Items for Discussion
- 8.) Call for Final Questions
  - a. No questions allowed after meeting close. All questions after the close of the meeting should be submitted in writing to Amanda Clinton, Contract Analyst at [aclinton@springfield-or.gov](mailto:aclinton@springfield-or.gov) no later than Friday, March 19<sup>th</sup>, 2021 at 10:00 a.m. All responses will be provided in writing.
- 9.) Meeting Close