



**Business Services
Contracts Office**

5735 47th Avenue, Sacramento, CA 95824
(916) 643-2464

*Janea Marking, Chief Business Officer
Robert Aldama, Purchasing Manager II*

**Hard bid
Mandatory Pre-Bid Conference Agenda**

PROJECT: #0130-410
Golden Empire Switchgear Replacement
MEETING DATE: January 6, 2025
TIME: 10:00 AM
LOCATION: 9045 Canberra Dr, Sacramento, CA 95826

1. Introductions

- a. Sacramento City Unified School District – Tina Alvarez-Bevens
- b. PBK Architects – Dennis Honrubia & Max Medina
- c. Kitchell CEM – Ryan Wade and Eric McMullen

2. Review Milestone Dates / Requirements

- a. BID ROLLOUT SCHEDULE
 - i. **01/06/2025 at 10:00am – Mandatory** Pre-Bid Conference at Golden Empire Elementary School – 9045 Canberra Dr, Sacramento, CA 95826. We will meet by the flagpole.
 - ii. **01/09/2025 by 10:00am** – Deadline to submit questions via email in accordance with Bid Package #0130-410 Section 00 21 13 – Instructions to Bidders
 - iii. **01/03/2025** – Deadline to submit pre-qualification applications. Link to Quality Bidders can be found at <https://www.scusd.edu/contractor-prequalification>.
 - iv. **01/14/2025 by 10:00am** – If applicable, an addendum will be uploaded to the Bid Package Document link <https://gateway.app.e-builder.net/app/bidders/landing?accountid=aaf85f30-eade-4a97-af1d-5076c07d8a32&projectid=13d31f89-cb8f-4717-9b99-545316066399&bidpackageid=b55c988a-1927-4d86-9bfd-8c86e865877c>
 - v. **01/17/2025 by 10:00am– Bids due.**
 - vi. **01/24/2025** – Notice of Intent to Award
 - vii. **02/06/2025** – Board Meeting to Award Contract
 - viii. **02/07/2025** – Anticipated Notice to Proceed
- b. Pre-qualification Requirement – due 10 business days prior to Bid Package due date – online application at <https://www.scusd.edu/contractor-prequalification> (Ed Code Section 20111.6)
- c. Registration to the DIR by Bid Package due date (Labor Code Section 1725.5)
- d. SK&T / Apprenticeship Program Compliance (Ed Code Section 17407.5)

3. Scope of the Project – (A/E) (Section 00 11 13 of the Project Manual - Notice to Bidders)

Replacement of existing electrical switchgear with new electrical switchgear. Reconfiguration and coordination to ensure proper installation.

4. Review Anticipated Project Timelines – (Article 2: Schedule)

- Notice of Intent to Award: 01/24/25.
- Notice to Proceed: 02/07/24.
- All work shall be complete within **550 calendar days** from the commencement date stated in the Notice to Proceed.
- Submittals Complete within 35 days following the NTP.

5. Determination of Project Cost (Section 00 11 13 and Article: 3 of Project Manual)

Highlights below:

- a. Engineers Estimate for this project is **\$175,000**.
- b. The Contract Documents include a **10%** allowance for unforeseen conditions.

6. Inquires. Any questions regarding this Bid Package or selection process shall be directed in writing to all the following:

Sacramento City USD Contracts Office
Robert Aldama: robert-aldama@scusd.edu
& Tina Alvarez-Bevens: tina-alvarez-bevens@scusd.edu
and
Ryan Wade, Project Manager
Kitchell CEM
Rwade@kitchell.com

7. Please refer to the Project Manual Exhibit M for the SCUSD Project Labor Agreement.

8. Adjourn & Walk the Site

**ample
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