



# San Juan Unified School District

Facilities Business Department

5320 Hemlock Street, Sacramento, California 95841

Telephone (916) 971-7283

Internet Web Site: [www.sanjuan.edu](http://www.sanjuan.edu)

Kent Kern, Superintendent of Schools

Frank Camarda, Assistant Superintendent, Operations, Facilities and Transportation

## Design Bid Build Mandatory Pre-Bid Conference Agenda

PROJECT: **SJUSD – BP #21-100 Project #170-9412-N1**  
Trajan ES, Infrastructure-Slab Repairs  
MEETING DATE: September 24, 2020  
TIME: 2:00pm  
LOCATION: Trajan ES – 6601 Trajan Dr., Orangevale, CA 95662

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### *Please sign in on Sign-In Sheet*

1. **Bid Date & Time: October 8, 2020 at 2:00pm**
  - Location: Facilities Business Department, 5320 Hemlock Street, Sacramento, CA 95841
  - Delivery of bids and bid opening process review
2. **SJUSD, CM, & Design Team**

Cherie Chenoweth, SJUSD Business Operations Supervisor  
Maria Mahon, SJUSD Purchasing Specialist  
Eric Hartwell, Paul Borcharding, Meredith Collins, Innovative Construction Services, Inc. (ICS)  
Mike Barber, SJUSD Construction Manager
3. **Bidding and Contract Requirements**
  - All attendees that sign in to bid must remain for the entire duration of the pre-bid meeting.
  - License Required, B General Building Contractor
  - Bid Bond or Certified Check for 10% of the Bid Amount (Required if Bid is more than \$25,000)
  - DIR Contractor Registration is required in order to submit a bid. Include the number on the bid form. Post bid documentation will include Contractor providing DIR information for subcontractors – listed and non-listed.
  - Proposal Form must be completely filled out.

In response to COVID-19 and the Sacramento County Requirements, the District is requesting that Bidders provide pricing for two (2) different construction timelines – #1 Fall/Winter 2020 (while students are distance learning) and #1 Summer 2021 (for the following summer if students return to a hybrid or full-time schedule).
  - Proposal form includes a \$60,000 pre-established allowance for each pricing/schedule option.
  - Subcontractor's Listing Required, per California Law
  - Non-Collusion Declaration
  - Prevailing Wage Requirements are applicable to this project
  - Insurance – Please refer to General Conditions, Section 007200, Article 3 and Special Provisions, Section 007300.
  - Fingerprinting & Badges – Badges are \$5.00/badge for Contractors; non-refundable. Upon completion of the project, all badges must be returned or \$100 fee will be withheld. Please visit District Website <https://www.sanjuan.edu/Page/559>. Badges are required at all times. There will be at least one (1) pictured badge person on-site at all times and all others shall be wearing a numbered badge.
  - DVBE Requirements and Labor Compliance Program Requirements – Not applicable
  - Plans will be emailed to all bidders that attended the walk and will be available electronically on the San Juan USD website – Purchasing department
  - All bidder questions are due not later than September 30, 2020 by 2:00pm. Questions should be emailed to [maria.mahon@sanjuan.edu](mailto:maria.mahon@sanjuan.edu), cc: [cchenoweth@sanjuan.edu](mailto:cchenoweth@sanjuan.edu), and [meredith@icscm.com](mailto:meredith@icscm.com).

#### 4. Scope

- Scope of work:

At 6 Classrooms, E1, E2, E3, H1, H2, H3, perform ALL demolition per plans and specs to include but not limited to: Removal of all carpet, base, transition strips, scrape/clean existing remaining slab to accept new carpet, remove tile flooring at room E2, saw cutting, concrete demolition and removal, tree root removal, haul off and properly dispose of all excess materials. Provide protection of all adjacent surfaces and materials to remain including walls, doors, windows, cabinets, sinks and ceilings. Replace slabs and fill depressed areas as necessary to match new slab finish. Upon completion of repairs, remove all protection from adjacent surfaces, clean and or repair as required to match pre-construction conditions. No new carpet in contract.

ID	Task Name	Duration	Start	Finish	Predecessors	2021															
						Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
1	<b>Trajan ES Classroom Slab Upgrade</b>	<b>290 days</b>	<b>Wed 8/12/20</b>	<b>Tue 9/21/21</b>																	
2	<b>Planning</b>	8 days	Wed 8/12/20	Fri 8/21/20																	
3	<b>Design</b>	17 days	Fri 8/21/20	Mon 9/14/20																	
4	<b>Bid/Award</b>	<b>31 days</b>	<b>Thu 9/17/20</b>	<b>Fri 10/30/20</b>																	
5	Advertise	0 days	Thu 9/17/20	Thu 9/17/20																	
6	Mandatory Pre-Bid @2:00pm	0 days	Thu 9/24/20	Thu 9/24/20																	
7	Bidder Questions Due	0 days	Wed 9/30/20	Wed 9/30/20																	
8	Issue Addenda	0 days	Mon 10/5/20	Mon 10/5/20																	
9	Bid Opening @2:00pm	0 days	Thu 10/8/20	Thu 10/8/20																	
10	Issue Post Bid Analysis/NOITA	0 days	Wed 10/14/20	Wed 10/14/20																	
11	Contract Package Due	0 days	Thu 10/22/20	Thu 10/22/20																	
12	Board Approval	0 days	Tue 10/27/20	Tue 10/27/20																	
13	Issue NTP for Construction	0 days	Fri 10/30/20	Fri 10/30/20																	
14	<b>Construction - Fall 2020</b>	44 days	Mon 11/2/20	Thu 12/31/20																	
15	<b>Punch/Project acceptance</b>	10 days	Mon 1/4/21	Fri 1/15/21																	
16	<b>Close Out</b>	23 days	Mon 1/4/21	Wed 2/3/21																	
17	<b>Construction - Summer 2021</b>	<b>37 days</b>	<b>Thu 6/17/21</b>	<b>Fri 8/6/21</b>																	
18	<b>Punch/Project acceptance</b>	<b>10 days</b>	<b>Mon 8/9/21</b>	<b>Fri 8/20/21</b>																	
19	<b>Close Out</b>	<b>23 days</b>	<b>Fri 8/20/21</b>	<b>Tue 9/21/21</b>																	
20																					
21																					
22																					

Project: Trajan Slab Upgrade_Ex Date: Tue 9/1/20	Task		Inactive Summary		External Tasks	
	Split		Manual Task		External Milestone	
	Milestone		Duration-only		Deadline	
	Summary		Manual Summary Rollup		Progress	
	Project Summary		Manual Summary		Manual Progress	
	Inactive Task		Start-only			
	Inactive Milestone		Finish-only			