

Pre-Bid Conference Conference
Humboldt Community Services District
Doctors Office Sewer Rehabilitation Project
February 20, 2025 at 3:30 PM

Humboldt Community Services District Employees present at the Pre-Bid Conference were:

Kush Rawal, Assistant Engineer

Robert Christensen, Administrative Assistant

- 1) **Mandatory Pre-Bid Conference (PBC):** Roll for the meeting was taken by having interested bidding parties provide the name of their firm, the firm representative's name, and email address in the zoom chat. A roll sheet was created to be posted on the HCSO website. One attendee, who attended by phone emailed the District and all parties present to let them know that they were in attendance at the meeting.
- 2) **Bid Due:** March 20, 2025 @ 5:00 pm
- 3) **RFI's Due By:** February 27, 2025 @ 5:00 pm. Email to: fmt@whitchurchengineering.com and engineer@humboldtcsd.org
- 4) **Scope of Work consists of:**
 - a) Replacing approximately 85 feet of existing 6-inch VC Sewer Main with 6-inch PVC
 - b) Lining approximately 250 feet of existing Sewer Main with folded PVC liner
 - c) Replacing approximately 100 feet of existing sewer laterals with 4-inch HDPE
 - d) The rehabilitation of an existing manhole and the installation of a new manhole per District Standards.
- 5) **Estimated Bid Award:** March 2, 2025
 - a) **Project Duration:** Project shall be completed in a window beginning April 1, 2025 and terminating October 31, 2025 over 50 consecutive work days (excluding weekends and holidays).
- 6) **Liquidated Damages:** \$1000/day
- 7) **Encroachment Permit:** • Humboldt Community Services District holds an Annual Encroachment Permit with Humboldt County that this project can operate under as long as the Contractor honors the requirements listed under the permit listed under the Encroachment Notes on Sheet 1 of the plans.
- 8) **Workplan Submittal:** The Contractor is responsible for generating and submitting a "Maintaining Sewer Service Work Plan" for District review that will outline the contractor's plan to complete new sewer construction while maintaining sewer service. The work plan must be submitted to the District at minimum 30 days before work begins to allow the District to review and approve the submittal. The workplan should provide a detailed description of the materials and labor necessary to keep each residence within the project extents in service during the entirety of the project duration. The workplan must be approved by the District before construction can begin.
- 9) **Prevailing Wage Project:** Contractor shall maintain certified payroll reports in accordance with the DIR requirements. The Contractor shall also have them available upon request by the District.

- 10) **Working hours for project:** 7:30 A.M. to 4:30 P.M. Monday through Friday. Requests to work outside of these hours shall be sent to District for approval.
- 11) **Notifications:** Local residents will be notified of the project by the District.
- 12) **Sanitary Facilities:** Contractor will furnish a sanitary facility for employees for the duration of the project, as noted in the specifications.
- 13) **Maintaining Site Conditions:** Contractors will be responsible for noting the existing site conditions. Contractor will be responsible for returning the site to its original conditions at the conclusion of the project.
- 14) **Meeting Minutes:** Despite any notes or recordings of proceedings of the Pre-Bid Conference by anyone present, these printed Minutes prevail. These minutes shall be posted to the District website at: <https://humboldtcsd.org/public-notice>.
- 15) **Non-Collusion:** Contractors are to adhere to District, County, and State laws regarding collusion. Any discussion of project with any competitive firm after completion of PBC, via personal meetings, telephone, or any other means, constitutes collusion and will result in appropriate legal action by the District. However, prime contractors may talk to potential subcontractors.

At the end of the meeting District staff solicited questions from meeting attendees. Two questions were asked, which will be provided in the first addendum.

1. A participant asked if replaced sewer laterals would be HDPE or PVC.
2. A participant asked if there was a transition detail of the transitions from the sewer main to the sewer laterals.

The meeting concluded at 3:40 PM.