



## City of Vision

Department of Public Works  
Engineering Division  
Pre-Bid Conference

# PRE-BID CONFERENCE AGENDA

**Date:** October 22, 2019

**Time:** 10:00 AM

**Location:** Rio Rancho Sports Complex  
3501 High Resort Blvd., Rio Rancho, NM 87124

**Project Name:** Rio Rancho Sports Complex Erosion Control

**Project Number:** PW2073

## 1. INTRODUCTIONS / SIGN-IN SHEET

City Staff:

- City Engineer: BJ Gottlieb
- Capital Improvements Manager: Jamie Marrufo
- Parks Resource Development Manager: Dyane Sonier
- Project Manager/Engineer: Arnell Friedt
- Purchasing and Contracts Manager: Shonna Ybarra

Sign-In Sheet:

- All in attendance are requested to sign-in.

## 2. PROJECT OVERVIEW

The City of Rio Rancho is requesting formal bids for the Rio Rancho Sports Complex Erosion Control project to stabilize approximately 1,500 linear feet of the bank of the Los Montoyas Arroyo at the Rio Rancho Sports Complex constructing a two to one slope and directly applying non-structural concrete slope paving. It will extend from an average of 8'-8" below the invert of the arroyo to a height of 10' above the invert of the arroyo. Exposed fill above the slope paving will be stabilized using a geosynthetic fabric with native seeding.

## 3. FUNDING

This project is wholly or partially funded with Federal Emergency Management Agency funds, and therefore must comply with all federal procurement guidelines.

## 4. BID DOCUMENTS, PLANS, AND TECHNICAL SPECIFICATIONS

All bidding documents, including plans, specifications, and addenda are available on the City of Rio Rancho's IFB/RFP Posting webpage via the following link in electronic format: <https://www.rnm.gov/Bid>.



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### 5. STATE/FEDERAL WAGE RATES

Information on the current State/Federal Wage Rates are included in the Bid Documents. The higher rate will prevail.

### 6. PERMITTING / LICENSE AGREEMENTS

Contractor is responsible for obtaining all other permits required to perform the work including traffic control permits.

### 7. CONSTRUCTION STAGING AREA

Contractor is solely responsible for selecting the staging area; however, if the Contractor would like to use property owned by the City, then they shall coordinate with the City's Project Manager/Engineer. The City reserves the right to allow or not allow the Contractor to use the City's property. The Contractor shall notify the City's Project Manager/Engineer where the staging area is located.

### 8. SCHEDULE

Contract time is 90 calendar days after receipt of Notice to Proceed for substantial completion.

### 9. LIQUIDATED DAMAGES

Liquidated Damages (LD) will be \$ 1500 for each day that expires after substantial completion.

### 10. IMPORTANT DATES

- Question Deadline: November 3, 2019 by 5:00 PM Mountain Standard Time (MST)
- Addendum Deadline: November 6, 2019
- **Bids are Due by: November 13, 2019 by 10:00 AM MST**
- Bids remain subject to acceptance 60-days after bid opening.

### 11. BID PACKET

The list below is not an all-inclusive list, for a full list of items required for Bid submission please refer to the Bid Documents. The Bid submission packet must include:

- Bid Submission Cover Page
- Bid Form
- Bidder's Listing of Subcontractors
- Bid Bond
- Equal Employment Opportunity Certification (EEOC) Form
- Non-Collusion Affidavit



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Failure to submit any of the required attachments will be grounds for deeming bid non-responsive.

Make sure **Prime AND Subcontractors** are currently registered with the Department of Workforce Solutions.

Make sure to acknowledge any addenda on your bid form.

### 12. QUESTIONS / ADJOURN

Submit written questions to Shonna Ybarra by e-mail at [sybarra@rrnm.gov](mailto:sybarra@rrnm.gov).

