



PRE-BID MEETING AGENDA

Owner: City of St. Helens

Project: St. Helens Riverwalk Project - Pre-Bid Conference Project Number P525A

Location: Columbia Room, City Hall, 265 Strand Street, St. Helens, Oregon 97051

Date: February 15, 2024, 10 AM

A. INTRODUCTIONS

- Sign in sheet

B. BIDDING REQUIREMENTS

- Bid Opening: **THURSDAY, MARCH 7, 2024, AT 2:00 PM**
- Bid submission must include Public Improvement Contract pages 8-14, and the Bid Schedule of Prices which can be found separately on the City's website.
- 10% Bid Bond
- Prevailing Wage Rates will apply
- Mailed Bids MUST clearly denote project bid information on the outer envelope.
- Bidders must be listed on the **Plan Holders List** for bid to be considered valid. A cost of \$10 is required to be added to Plan Holders List if bid documents are downloaded. You can pay by check or with credit card by phone or cash in person.
 - Call Christian Sullivan (503) 397-6272 and ask to be added to the project Plan Holders List for the Riverwalk Project, or email csullivan@sthelensoregon.gov.
- Emailed or Faxed bids will not be accepted.

C. BID DOCUMENTS

- The Project Bid Documents are comprised of the plan sets and the project manuals for the St. Helens Riverwalk Project. Project Bid Documents has the contract, general conditions, technical specifications, and other requirements. Nothing in this meeting is intended to change or supersede any written contract provision. Any changes to any part of the issued bid documents will be issued by addendum.
- Printed bid documents can be downloaded free of charge from the City's website at <https://www.sthelensoregon.gov/rfps>.

D. ADDENDA

- An addendum will be issued to address questions from the pre-bid meeting. Questions and requests must be received no later than 2:00 pm on Wednesday, February 21, 2024. A final

addendum will be issued on Monday, February 26, 2024. All addenda will be posted on the City's website and all addenda must be acknowledged on your bid on page 10.

E. WHO TO CONTACT WITH QUESTIONS

City of St. Helens

Jennifer Dimsho
Community Development PM
(503) 366-8207
jdimsho@sthelensoregon.gov

Mayer/Reed

Shannon Simms ASLA, PLA
Mayer/Reed Project Manager
(503) 223-5953
ssimms@mayerreed.com

F. General Project Design Overview

- General project design overview
 - i. Site design: pathways, planting & irrigation, signage
 - ii. Stormwater & utilities
 - iii. Structures: walls & railings
 - iv. Lighting: pole lights, railings
 - v. Deferred design submittal
 - vi. Items to be protected, salvaged, or OFCI
- Buy America Documentation Requirements
- Geotech – Contaminated Media Management Plan (CCMP) – Project Boundary Line
- Coordination with 1st/Strand Streets and 1st/St. Helens Street Projects (MEI Contractor)

G. QUESTIONS

H. SITE VISIT