



## PRE-BID MEETING MINUTES

Owner: City of St. Helens

**Project: Undergrounding Electrical Services on the St Helens Waterfront, Project M-532**

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

Date: July 13, 2023, 10:00 AM

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### A. INTRODUCTIONS

- Sign-in sheet
- Plan Holders List
- General Project Overview

### B. BIDDING REQUIREMENTS

- Bid Opening: **TUESDAY, JULY 25, 2023, AT 2:00 P.M.**
- Bid submission must include Bid Documents 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
- FedEx and 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.
- Emailed or Facsimile bids will not be accepted.

Project bid documents have 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.

### C. BID DOCUMENTS

- Printed bid documents can be purchased from City Hall for the cost of \$45.00 or can be downloaded free of charge from the City's website at <https://www.sthelensoregon.gov/rfps>. A cost of \$10.00 is required to be added to Plan Holders List.

### D. ADDENDA

- An addendum will be issued to address questions from the pre-bid meeting. Questions and requests must be received no later than 5:00 pm, Monday July 17th, 2023. A final

addendum, if required, will be issued on Tuesday July 18th, 2023. All addenda will be posted on the City's website.

**Submit Questions to:**

Alexander Bird

Engineer II

[abird@sthelensoregon.gov](mailto:abird@sthelensoregon.gov)

**E. WHO TO CONTACT**

- Plan Holders List
  - Call Christian Sullivan (503) 397-6272 and ask to be added to the project Plan Holders List, or email [csullivan@sthelensoregon.gov](mailto:csullivan@sthelensoregon.gov). A cost of \$10.00 is required to be added to Plan Holders List.
- All Other Inquiries, please contact

**PRIMARY CONTACT**

**City of St. Helens**

Alexander Bird

Engineer II

(503) 366-8223

[abird@sthelensoregon.gov](mailto:abird@sthelensoregon.gov)

**F. DISCUSSION OF WORK**

- General project overview
- Electrical Permits – Columbia County
- Coordination with S 1<sup>st</sup> and Strand Contractor – Moore Excavation Inc.
- Traffic Impacts
- Underground utilities

**G. QUESTIONS**

- **Is there a Phasing Plan Associated with the Project?**  
**No, but the work will need to be coordinated with Moore Excavation Inc. They will be installing CRPUD's main underground trench as part of the S 1<sup>st</sup> and Strand Road & Utilities Extension Project and S 1<sup>st</sup> and St Helens Intersection Improvements Project. The service connections will need to be installed once the main underground trenching and vaults are in place.**

**H. SITE VISIT**

- Safety vest required.



## Pre-Bid Meeting SIGN-IN SHEET

Project Name: Undergrounding Electrical Services on the St Helens Waterfront

Project Number: M-532

Date/Time: Thursday, July 13, 2023, 10:00 AM

	Print Name	Company	Email	Telephone
1	Alex Bird	City of St Helens	abird@sthelensoregon.gov	971-246-2000
2	Mike Eisner	DP Nicoli	meisner@dnicoli.com	503-951-3618
3	Ethan Stirling	City of St. Helens	estirling@st.helensoregon.gov	503-396-6282
4	Josh Watson	Loy clark	Josh.Watson@loyclark.com	503-793-4078
5	Nicholas Ford	City of St. Helens	NFord@sthelensoregon.gov	(503) 383-5885
6	Jeff Howard	R&W Engng	jhoward@rweng.com	
7	Keith Buisman	OTRK	Keith.Buisman@OTRK.com	503 415 2337
8	Dylan Stoller	Riverline Power	Dylans@riverlinepower.com	360-771-5434
9	Mohamed Zuh	St. Helens	mzahr@shlmay.com	503-366-8235
10	Sharon Darrax	"	sdarrax "	503 366 8243
11	Samantha Holman	R&W Engineering	sholman@rweng.com	726-333-3328
12	Brooke Sisco	CRPD	bsisco@crpd.org	971-225-8328
13	DAVE ELDER	ST. HELENS	ELDER@STHELENSOREGON.GOV	503-936-8523
14	Tim Underwood	ST Helens	Underwood@sthelensoregon.gov	503-936-8524
15	MANUEL RODRIGUEZ	KUNENT ELECTRIC	Kunent@Kunent-1.com	541-672-3333
16	Jenny Dimsho	City	jdimsho@sthelensoregon.gov	503-366-8207
17	Wandy Flett	Ofahn	wandy.flett@ofahn.com	503-830-3244
18	GARY REISSIG	MRI		503 849 4923
19	Sara Ferrier	Global Elect.	Sara@globalelectricusa.com	503-849-4120
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