Woodland Joint Unified School District

Adult Education Center

CTE Classroom Renovations Project #2023-02-3

575 Hays Street, Woodland, CA 95695

**Mandatory Pre-Bid Conference**

March 13, 2023 at 10:00am

1. **Introductions:**
   1. Jim Helstowski – Director of Facilities
   2. Vicki Pulsifer – Facilities Project Manager
   3. Karin Liu – Adult Education Administrator
   4. Gary Underhill – Partner, Synthesis Partners
   5. Jaycen Russell – Vice President, Synthesis Partners
2. **Attendance Log**
   1. Please sign-in, log will be uploaded onto the District page for review 3/13/2023.
3. **Schedule**
   1. Bids Due: 03/24/2023 at 12:00:00pm

Woodland Joint Unified School District Maintenance Office

910 College Street

Woodland, CA 95695   
Attn: Vicki Pulsifer

Construction Period: **May 5, 2023 through August 4, 2023**

See attached Bidding and Award Schedule for additional information.

1. **Bid Documents**
   1. Bid instructions and documents available thru the WJUSD website: <https://www.wjusd.org/Departments/Business/Maintenance-Operations-and-Facilities/Projects/index.html>
   2. RFP - Adult Education CTE Classroom Renovations - Bid Documents
   3. RFP - Adult Education CTE Classroom Renovations - Technical Specs - Exhibit A
   4. RFP - Adult Education CTE Classroom Renovations - Plans (NOT DSA APPROVED)
   5. RFP - Adult Education CTE Classroom Renovations - Schedule
   6. DSA Status: Approval pending for application #02-120723
2. **Project Overview**
   1. Project includes remodel of several existing classrooms for dental, manufacturing, and culinary Career and Technical Education (CTE) programs.
   2. Project includes significant utilities work, including electrical site work, to bring additional power, water, sewer, and ventilation into the building to support these new programs.
   3. Phase 1 for site plumbing, including backflow prevention and grease interceptor has been completed prior to this project.
3. **Estimate**
   1. $600,000
4. **Questions**
   1. Responses to inquiries and discussions occurring at this pre-bid walk through shall in no way change or modify the bid documents. The bid documents will be affected only by addenda issued prior to the bid date. Questions asked in this Pre-Bid Conference today may be logged, answered, and distributed via an addendum, but not all questions asked may be answered. To ensure that your question is answered, submit an RFI in writing.
5. **Site Walk**
6. **Bidding and Award Schedule**

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| **Woodland Joint Unified School District** | |
| Adult Education CTE Classroom Renovations PROJECT No: 2023-02-3 | |
| **PROJECT SCHEDULE** | *Updated: 3/13/2023 VP* |
| Submit advertisement  (Local newspaper/Builders Exchange) | 2/28/2023 |
| First Advertisement | 3/2/2023 |
| Second Advertisement | 3/9/2023 |
| Mandatory Pre-Bid Walk @ 10AM Meet front of school | 3/13/2023 |
| Final Day to Submit RFIs | 3/16/2023 |
| Final Day for Addendum | 3/20/2023 |
| Bid Opening (12PM) | 3/24/2023 |
| Upload bid results - District page | 3/24/2023 |
| Submit board packet | 4/14/2023 |
| Tentative Board Approval (Lowest hard bid) | 4/27/2023 |
| Award Contract | 5/1/2023 |
| Construction Meeting | 5/5/2023 |
| Construction | May-July |
| Job walk - Punch list | 7/24/2023 |
| Project Completion/Occupancy - (first day of school 8/14/23) | 8/4/2023 |