



**CITY OF AZTEC, NM
NORTH MAIN CORRIDOR EXTENSION CONSTRUCTION SERVICES
ITB 2021-775**

PREBID MEETING AGENDA

1. INTRODUCTIONS
2. BIDS DUE - Bids are due Monday, May 10, 2021 at 3:00 PM. This is a fast deadline: Bids received at 3:01 that day will be rejected.
3. OVERNIGHT DELIVERY - Overnight delivery in Aztec is not guaranteed. An overnight package shipped on May 7 or May 8, will not necessarily reach the City by the deadline date and time. If it does not, it will be rejected despite the mailing date.
4. QUESTIONS - All questions must be submitted in writing by email to Kris Farmer at kfarmer@aztenm.gov. The last day and time for submitting questions is Wednesday April 28, 2021 at 10:00 AM.
5. BID SUBMISSION REQUIREMENTS - The requirements for submitting your bid are included on pages 6 through 15 of the ITB. Be sure to submit all documents requested or your bid may be rejected. Documents must be executed correctly to be valid.
6. ACKNOWLEDGEMENT OF RECEIPT FORM - Be aware that an executed Acknowledgement of Receipt Form is due back to Kris Farmer by **April 28, 2021. This is a change.**
7. DOCUMENTS REQUIRED WITH BID - Executed documents required to be submitted with the bid include:
 - a. Bidder Certification Form
 - b. Drug Free Work Place Form
 - c. Contractor's Safety Certification
 - d. Basis of Bid Form
 - e. List of Subcontractors whose work exceeds \$5,000 Form
 - f. Bid Bond for at least 5% of the bid amount
8. CONTRACTOR QUALIFICATIONS - The Required Contractor Qualifications are described on pages 161 and 162 of the ITB.
9. STATEMENT OF BIDDERS QUALIFICATIONS - Please note that, if requested by the City after receipt of the bids, A Statement of Bidder's Qualifications Form will need to be submitted.

10. STANDARD GENERAL CONDITIONS - The Standard General Conditions of the Contract for this project are included in the RFP on pages 41-124. These conditions require the following for the contract (these do not need to be submitted with the bid, but costs for these items must be in your lump sum bids):
 - a. A Labor and Materials Performance Bond in at least the total value of the contract.
 - b. A payment bond in at least the total value of the contract
 - c. Insurance coverage (the minimum insurance requirements are listed in the Draft Construction Agreement on Pages 126-144 of the ITB).

11. NMDOT AND NMSSPWC STANDARD SPECIFICATIONS – These specifications and requirements apply to this project. Where NMDOT conditions conflict with City of Aztec General Conditions, the City of Aztec General Conditions take precedence.

12. BID ITEMS - The bid items are included in the Basis of Bid Form. Most are unit cost items, with a few lump sum items. There are three alternate items. The unit cost items will be paid based upon actual verified units at the bid cost per unit. The lump sum items will be based upon percent complete for that item. The City reserves the right to select all, some or none of the alternates based upon budget availability.

13. RETAINAGE – There is a 10% retainage on monthly invoices for this project.

14. LIQUIDATED DAMAGES – There are two deadlines for Substantial Completion, each with liquidated damages of \$500 per day. The first deadline is December 31, 2021 for all work except the Alternates. The deadline for completion of the Alternates is May 31, 2022.

15. PREVAILING WAGE – This is a prevailing wage project with the Wage Decision include in Appendix A of the ITB (pages 157 & 158).