



Pre-bid Conference Notes for

IFB 19I-0709 Telescopic Bleacher Seating, Telescopic Platform Seating, Fixed Spectator Seating Systems, and Repairs

Thursday, June 20, 2019 a.m. local Arizona time
Meeting held using WebEx Telephone Conferencing

Michael Carter, CPPB called the meeting to order at 10:00 a.m.

Michael Carter, CPPB is the author of IFB 19I-0709 and facilitated the meeting. Esther Hopkins, from Mohave, took any meeting notes. The meeting notes will be posted on Mohave's website within 24 hours after the meeting. Any questions asked today will determine if an amendment will be issued for clarifications, corrections and/or additions. The final decision to issue an amendment rests with Mohave. If an amendment is issued, it will be emailed to the email address provided on the vendor's Prospective Bidders registration. **Note: An amendment will not be issued.**

There were 0 interested parties who called in. (See attached WebEx reservation sheet.)

Solicitation Reminders:

- FedEx, UPS and USPS will not guarantee overnight delivery to Kingman, as Kingman is a rural area. Be sure to mail, or deliver, the IFB's before the due date and time of Tuesday, July 9, 2019 at 3:00 p.m. local Arizona time.
- Any interested parties are welcome to the IFB's opening. The solicitation's sign-in and opening documents will be posted on our website within 24 hours of the due date.
- Tuesday, July 2, m 2019 at 5:00 p.m. (local AZ time) is the last day for questions. Written emails are preferred.
- **Statements made during this pre-bid conference are not amendments to the solicitation.**

Overview of the procedure for the conference and solicitation reminders.

- A bid bond of \$100,000 is required. Bid bond must be signed by your firm's representative and endorsed by a surety company that meets the requirements in the bid.
- A minimum single job (set at: \$250,000), and current aggregate bonding capacity is required. Proof of your firm's single and current aggregate bonding capacity must be provided that meets the requirements in the bid.
- Provide workbook details and helpful reminders, e.g. searchable electronic formats, any preset formulas, electronic catalogs. Include our preference that the required IFB 19I-0709 pricing workbook be submitted with their bid in the original Excel format.
- The contract vendor under an awarded contract remits the 1% administration fees to Mohave. Bidders/Offerors shall include the administration fee in all offered prices in the Price Schedule(s), and shall not add the administration fee separately (or as part of a reduction off the offered discount) into the prices.

There were no callers and the meeting was concluded at 10:05 a.m.

Attachment: Attendee List

6/20/19: EH/MSC



**IFB 19I-0709 Telescopic Bleacher Seating, Telescopic Platform Seating,
Fixed Spectator Seating Systems, and Repairs
Pre-Bid Conference Attendee List
June 20, 21019, 10:00 am**

1. Michael S. Carter, CPPB, Contract Specialist I, Mohave Educational Services Cooperative, Inc.
2. Esther Hopkins, Mohave Educational Services Cooperative, Inc.
3. No callers

