



VENTURA UNIFIED SCHOOL DISTRICT

BOND DEPARTMENT

255 W. Stanley Ave.
Ventura, California 93001

Pre-Bid Walk – AGENDA

#E1-25 – Portola Elementary School Playground Replacement

Date: November 5, 2025 at 8:30 am

1. INTRODUCTION

- a. District
- b. Architect
- c. Other

2. ATTENDANCE

- a. Mandatory job walk
- b. Sign-in-sheets (Please print legibly, sign and submit business cards)

3. BIDDING INFORMATION

- a. Bid opening date and time: December 5, 2025 at 2:00 PM
- b. All bids shall be made on a bid form included in the bid packet that is available from the District's Secure Bid Portal located on the District's website at <https://www.venturausd.org/services/businessservices/purchasing>
All Bid Proposals must be submitted electronically via the District's Secure Bids Vendor portal, on or before the time and date stated above, at which time they will be publicly opened and read aloud. Any bids received after the time specified above or after any extensions due to material changes shall be returned unopened.
- c. Bid documents are dated October 15, 2025
- d. Plans and specifications will be available on or about October 24, 2025 ONLY from District's Secure Bids Vendor portal located on the District's website at <https://www.venturausd.org/services/businessservices/purchasing>
- e. Prequalification through Quality Bidders. Contractor must prequalify on QB for Ventura Unified School District, 10 days prior to submitting the bid.
- f. Allowance of \$75,000 to be included in base bid

4. BIDDING & CONTRACT REQUIREMENTS

- a. General Contractor License classification: Class A General Engineering Contractor (Minimum 5 years of experience)
- b. Bid security of 10% required
- c. All bids shall be per plans and specifications with qualifications
- d. School First: Safety and Daily Operation of the school is the highest priority
- e. Project is subject to labor compliance program: See Bidding and Contract Requirements

- f. Prevailing Wage: Adhere to all rules and regulations pertaining to unions as they may audit wages, training fund contributions, apprentice use and contributions, and sub-contractor information. Certified Payroll is to be submitted directly to the Department of Industrial Relations.
- g. Pre-qualification: Prequalification pursuant to the Public Contract Code Section 20111.6 is required in connection with the Project. The Instructions to Bidders describes the prequalification requirement in more detail. Contractors may download the prequalification questionnaire and instructions from the following link on the District's website:
<https://www.venturausd.org/services/business-services/purchasing>
 The District must receive a contractor's completed prequalification questionnaire and supporting documentation ("Prequalification Submittal") at the Place for Submitting Bids, **ten (10) calendar days** prior to bid opening date.
- h. Inspection requirements

4. BIDDING & CONTRACT DATES:

- | | |
|--|------------------------------|
| a. Bid RFI's Due to Architect | November 14, 2025 at 5:00 PM |
| b. Bid Open | December 5, 2025 at 2:00 PM |
| c. Bid Award goes before the District Board: | December 16, 2025 |
| d. Preconstruction Meeting: | TBD |
| e. Construction Starts: | December 20, 2025 |
| f. Construction Complete: | March 31, 2026 |

5. CONTRACT ADMINISTRATION:

- a. Bond Program Manager: Ryan Hughes – Ryan.Hughes@venturausd.org
- b. Balfour Beatty: Anna Kohr - akohr@balfourbeattyus.com

6. SUMMARY OF WORK

- a. Removal of existing and installation of new play equipment Portola Elementary School in Ventura, CA. See drawings dated October 15, 2025.

7. CONTRACTORS Pre-Bid RFI's/RFC's:

- a. All questions for the project *shall be received in writing on the form provided in the contract documents (NO VERBAL DIRECTION WILL BE GIVEN)*, no later than: **November 14, 2025, at 5:00pm and to the attention of all personnel indicated below:**

- Ventura Unified School District
 - o Ryan Hughes
 - Email - Ryan.Hughes@venturausd.org
 - o Catherine Young
 - Email - young@rntarchitects.com

- b. All answered RFIs will be issued in an addendum.

8. ADDENDUM

- If required

9. QUESTIONS FROM CONTRACTORS

10. SITE REVIEW