



**Business Services  
Contracts Office**

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*Lisa Grant Dawson, Interim Chief Business  
Officer Robert Aldama, Purchasing  
Manager II*

**Mandatory Pre-Bid Conference Agenda**

PROJECT: **#0350-431**  
MEETING DATE: **Genevieve Didion TK Expansion**  
TIME: **May 5, 2026**  
LOCATION: **10:00 AM**  
**6490 Harmon Dr, Sacramento, CA 95831**

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**1. Introductions**

- a. Sacramento City Unified School District – Tina Alvarez-Bevens
- b. Kitchell CEM – Darren Sorgea
- c. HMR Architects – Bryan Fawkes

**2. Review Milestone Dates / Requirements**

- a. BID ROLLOUT SCHEDULE
  - i. **5/5/2026 at 10:00am – Mandatory Pre-Bid Conference** at Genevieve Didion TK-8 School – 6490 Harmon Dr, Sacramento, CA 95831
  - ii. **5/7/2026 by 10:00am** – Deadline to submit questions via email.
  - iii. **5/3/2026** – Deadline to submit pre-qualification applications. Link to Quality Bidders can be found at <https://www.scusd.edu/departments/business-and-operations/contracts-department/contractor-prequalification>
  - iv. **5/12/2026 by 10:00am** – If applicable, an addendum will be uploaded to the Bid Package. <https://www.scusd.edu/departments/business-and-operations/contracts-department/construction-project-bids>
  - v. **5/15/2026 by 10:00am – Bids due.**
  - vi. **5/21/2026** – Notice of Intent to Award
  - vii. **6/4/2026** – Board Meeting to Award Contract
  - viii. **6/5/2026** – Anticipated Notice to Proceed
- b. Pre-qualification Requirement – due 10 business days prior to Bid Package due date – online application at <https://www.scusd.edu/contractor-prequalification> (Ed Code Section 20111.6)
- c. Registration to the DIR by Bid Package due date (Labor Code Section 1725.5)
- d. SK&T / Apprenticeship Program Compliance (Ed Code Section 17407.5)

**3. Scope of the Project – (A/E) (Section 00 11 13 of the Project Manual - Notice to Bidders)**

Scope of Work including but not limited to:

- a. Overall Project Scope.
  - i. ~~This project moves two existing classroom portables from Genevieve Didion school Campus to Abraham Lincoln School Campus in summer 2026.~~

- b. Disconnecting Scope:
- i. During the Disconnect of the portables at Didion Site, please pull the fiber back and coil in the closest pull box. All Low Voltage and power to be disconnected, pulled and coiled in a pull box 5'-0" away from the building footprint. All the remaining utilities need to be also disconnected and capped in a new utility box 5'-0" away from the existing building footprint for ease of connection for the next phase on that site. The Existing ramp at the Didion needs to be trashed and not moved to the new site. All internal components for the IDF cabinet are to be moved with the building to the new site.
- c. Scope at Abraham Lincoln Campus Site:
- i. When the two classrooms are moved to Abraham Lincoln Site they may have to be stored on cribs until the building pad is ready. The building pad is a depressed slab and wood foundations. The Building comes with the IDF cabinet with all the components for these two classrooms. Reconnect all the low voltage systems like data, intercom, intrusion, fire alarm and connect to existing campus systems and make them operational. Provide new power to these classrooms as shown in the drawings and connect to the closest panel. Connect water and sewer connections on site as needed. We have some fencing modifications with mow curbs as shown in the drawings. Provide venting for depressed foundation area so that the floor finish is flush with new concrete walks as shown in the drawings. Both the new classroom buildings will be painted to match campus colors. All roof downspouts to be connected to underground storm drainage system. Install building concrete aprons as shown in the drawings. Replace all damaged classroom ceiling tiles as needed. Both buildings to be completely operational on completion.
4. **Review Anticipated Project Timelines – (Article 2: Schedule)**
- o Notice to Proceed: 6/5/2026
  - o Anticipated DSA Approval: Early May 2026
  - o All work shall be complete within 60 calendar days from NTP. 08/11/2026
  - o Submittals Complete within 35 days following the NTP.
5. **Determination of Project Cost (Section 00 11 13 and Article: 3 of Project Manual)**  
**Highlights below:**
- a. Engineers Estimate for this project is **\$1,000,000.00**
  - b. The Contract Documents include a **\$250,000.00 Allowance.**
6. **Inquires.** Any questions regarding this Bid Package or selection process shall be directed in writing to all the following:
- Sacramento City USD Contracts Office  
Robert Aldama: [robert-aldama@scusd.edu](mailto:robert-aldama@scusd.edu)  
& Tina Alvarez-Bevens: [contracts@scusd.edu](mailto:contracts@scusd.edu)  
and  
Darren Sorgea, Project Manager  
Kitchell CEM  
[dsorgea@Kitchell.com](mailto:dsorgea@Kitchell.com)
7. Please refer to the **Project Manual Exhibit M for the SCUSD Project Labor Agreement.**
8. **Adjourn & Walk the Site**

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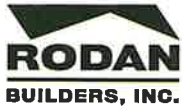
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