

**PRE-BID MEETING AGENDA (Mandatory)**

**CC-6991-25/HSM**

**201 Hickman Dr, Sanford, 32771 & 501 Yankee Lake Rd, Sanford 32771**

**July 23, 2025 at 9:00 AM**

1. **Sign-In Sheet:** *(Distribute for signatures)*
2. **Introductions:** *(County Staff Introductions)*
3. **Due Date and Time:** **July 9, 2025 at 2:00 PM EST**
4. **Delivery Location:** Submit electronically through OpenGov at:  
<https://procurement.opengov.com/login>  
*\*Bid opening performed via Teams. Link info is in the bid package.*
5. **Seminole County Representatives:**

Purchasing:	Herronda Mortimer, Senior Procurement Analyst
Project Manager:	Alex LaForce, Project Manager I
Engineer of Record:	CDM Smith
6. **Solicitation Documents:**

This Pre-Bid Meeting is Mandatory. All solicitation documents can be obtained directly from the Seminole County Website at <https://procurement.opengov.com/portal/seminolefl>.
7. **Project Description:**

Seminole County is soliciting bids to demolish building structures, water ground storage tanks and the removal of in ground piping at a decommissioned Water Treatment Facility and decommissioned trailer currently on site at Yankee Lake WTP. The project shall include complete demolition, removal and disposal of all designated existing structures, pipe, tanks and related equipment per the Engineer's Drawings, Technical Specifications and herein.
8. **Project Estimate:** \$271,305.00
9. **Completion Time:**

One hundred fifty (150) calendar days to Substantial Completion from the issuance of a Notice to Proceed (NTP).  
Thirty (30) calendar days to Final Completion. Total Project Time: two hundred seventy (180) calendar days.
10. **Liquidated Damages:** \$0.00 per day
11. **Bonds: The following bonds will be required for this project.**
  - Bid Bond - 5% of total base bid.
  - Performance & Payment Bonds - 100% of the Contract Price. Provided at signing of agreement.
12. **Bid Proposals:** Bid Proposals remain firm for a period of ninety (90) days after the Bid Opening.
13. **Request for Information:** Following the conclusion of the Pre-Bid Meeting, any requests for information on this project, including technical information, must be made through the Question-and-Answer feature on OpenGov. Responses to these requests will be posted on the County's website via addendum.

Procurement Contact: Herronda Mortimer, Senior Procurement Analyst  
[hmortimer@seminolecountyfl.gov](mailto:hmortimer@seminolecountyfl.gov)

Any requests made to the County for this project, including requests for information or interpretation, must be submitted no later than ten (10) calendar days prior to the opening date (**August 4, 2025, 5:00 PM EST**). As always, the County reserves the right to post addenda, and it remains the prospective Bidders' responsibility to continue to check the County's website up to and including the day of the scheduled bid opening. Only interpretation or correction so given by the Purchasing and Contracts Division, in writing, shall be binding and prospective Bidders are advised that no other source is authorized to give information concerning, or to explain or interpret the solicitation documents.

14. **Draft Agreement:** The Draft Agreement is included in the “**Attachments**” section within the solicitation package. Please be sure to review all sections within the Draft Agreement and ensure that your company can meet the terms & conditions therein.
15. **Insurance:** Seminole County is self-insured; please be aware of the insurance coverage and limits required for this project, included within Section 6 - Provisions for Contractor's Insurance.
16. **Safety Standards:** Seminole County emphasizes extreme safety standards on all projects. Contractor should review safety portion of Bid Documents.
17. **Supplemental Conditions:** Please be sure to review this section and ensure that your company can meet the stated requirements.
18. **Project Staff Overview** – Seminole County Utilities Engineering

Questions:

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