

MOHAVE COUNTY PROCUREMENT DEPARTMENT

PRE-BID CONFERENCE AGENDA

Mohave County Morgue Remodel

2027-004-IFB

DATE: July 8, 2026 TIME: 2:00 PM (Local AZ Time)

1. **Greetings and Introductions:** Teresa Garrett, Procurement Officer, Morgan Michaels, Procurement Supervisor, Butch Finkbeiner, Civil Engineer – Public Works
 - a. Purpose of this pre-proposal conference – to answer questions openly and provide clarification on the IFB.
 - b. No verbal statements made shall change the solicitation.
 - c. Note that this pre-bid conference is not mandatory for bidding.
2. **IFB Overview:**
 - a. Solicitation documents are available at: <https://procurement.opengov.com/portal/mohavecounty>
 - b. Mohave County is soliciting bids for Mohave County Morgue Remodel, on behalf of the Mohave County Public Works – Facilities Division.
 - c. Overview of sections of the IFB.
3. **IFB Questions:**
 - a. All questions concerning the IFB are to be submitted in writing, preferably through email or OpenGov.
 - b. Questions are due by July 14, 2026, at 5 pm.
 - c. Answers will be made through a solicitation addendum and will be made public.
4. **IFB Submission:**
 - a. **Proposals are due July 24, 2026 at 2:00 p.m. Local AZ Time.**
 - b. Late bids will not be considered for any reason.
 - c. Options for submission:
 - d. Submit electronically through the County's online bidding system at: <https://procurement.opengov.com/portal/mohavecounty>,
 - e. Check the County's procurement portal before submitting a proposal, include any addenda that have been issued.
 - f. Do not use the Mohave County Seal in your proposal – use of the Seal is restricted.
5. **Award:**
 - a. Award will be made with reasonable promptness by written notification to the successful bidder.
 - b. The recommendation for award requires approval by the Mohave County Board of Supervisors, anticipated at the August 17, 2026 Board meeting.
6. Elaboration by Mohave County representatives.
7. Questions and Answers from providers.