



**AGENDA
MANDATORY PRE-BID CONFERENCE**

MAY 11, 2026 @ 1:00 P.M.

**SFB MIDFIELD UTILITY INFRASTRUCTURE PROJECT
2026-014-ITB**

**ORLANDO SANFORD INTERNATIONAL AIRPORT
2ND FLOOR BOARDROOM
1200 RED CLEVELAND BLVD.
SANFORD, FLORIDA**

- **Introduction**

- Owner Sanford Airport Authority

- **Site Tour**

The site tour will be available after the pre bid meeting.

- **Contract Documents**

- Bid Documents (Construction Plans, Project Manuals, Technical Specifications)
- Bid Opening (June 4, 2026 @ 2:00 PM – 1200 Red Cleveland Blvd, Sanford, FL)
- Instructions to Bidders (ITB in OpenGov)
- Proposal Form/Bid Form: (B Specification & Bid Form in OpenGov)
- Basis of Award (Responsible Bidder that submits the Lowest Responsive Proposal)
- Insurance (SP-3 in Project Manual)
- Liquidated Damages (SP-13 in Project Manual)

- **Federal Contract Requirement – Not an All-Inclusive List**

- Civil Rights (Title VI – OpenGov – Attachment D)

- **Scope of Project**

- Description of Project (SP1 in Project Manual)
- Project Schedule (SP13 in Project Manual)
- Badging (SP-4 in Project Manual)
- Safety – Security (SP-4 in Project Manual)

- **Project Administration – Roberta Stanton, Director of Procurement**

- Electronic Submittals and any questions must be directed to:

OpenGov/Procurement 2026-014-ITB – SFB Midfield Utility Infrastructure Project @:
www.flysfb.com/procurement/solicitations

- All questions must be received by 5:00 p.m. on May 22, 2026

- **Questions**

- **Adjourn Meeting and Proceed to Site Visit**