



PROJECT INITIATION

PROJECT NAME: IFB 2021-001

DATE: January 18, 2021

LOCATION(S):

MERA SPONSOR: Maureen Cassingham, Executive Officer

PROJECT DESCRIPTION:

Provide site infrastructure in support of Motorola radio equipment and antenna installation. Scope will include new electrical, structural (antenna clamps to tower) and equipment room raised floor modifications.

DELIVERABLES: Bid documents will include drawings and Project Manual for the following project sites:

- Dollar Hill
- Mt. Tiburon
- Stewart Point

PROJECT BUDGET: \$441,761.

PROJECT SCHEDULE: Bidding to start in Mid-February of 2021. Contract award April 28, 2021. Pre-Construction Phase: May 11, 2021 to July 9, 2021. Construction phase: July 12, 2021 to, November 12, 2021.

PROCUREMENT STRATEGY: The project is intended to be a competitive bid with the contract award going to the lowest responsive bidder.

NEW BOARD AUTHORIZATION REQUIRED: YES

JURISDICTIONAL AUTHORITY/APPROVAL REQUIREMENTS: No

PROJECT STAFFING: AECOM will be performing bid and project management support services that will include a fulltime Senior Project Manager and fulltime Construction Manager. Special inspection services will also be used.

RISKS: (1) Possible issue with dry rot at existing shelter flooring system at the three sites. (2) Local bidding climate is still in favor of contractors which could limit the number of bidders and result in high than expected bids. Use of PlanetBids will help attract a larger bidding pool of qualified contractors.

ASSUMPTIONS: N/A

PROJECT INITIATION AUTHORIZED BY: _____ (Name & Title) _____ (Signature) _____ (Date)