

PRE-BID CONFERENCE AGENDA
 Invitation for Bids No.: P20021
 DocuSign
March 17, 2020 at 10:00 AM in Room A108

3331 North First Street, Building A
 San Jose, California 95134

I. WELCOME / INTRODUCTIONS:

Kathy Cheng, Buyer III

<u>ACTIVITY</u>	<u>DATE/TIME</u>
Date Issued	March 3, 2020
Pre-Bid Conference	March 17, 2020; 10:00 AM P.T.
Submit Questions	March 19, 2020 by 5:00 PM P.T.
Submit Bids:	April 2, 2020 by 2:00 PM P.T.

- Designated Point of Contact Page 3
- Contract Type and Term of Contract Page 4
- Submission of Bids Page 5-6, 9-12
 1. Bid Form 1-A Bidder Acknowledgement of Addenda
 2. Bid Form 1-B Schedule of Prices and Estimated Quantities
 3. Bid Form 2-A Listing of SBE Contractor or Subcontractors
 4. Bid Form 2-B SBE Supplemental Contractor and Subcontractor Information
 5. Exhibit O - Bidder's Questionnaire
 6. Letter from OEM Confirming Authorized Reseller's Status
 7. Q/A and Warranty
- Website Registration Page 7

II. BUSINESS DIVERSITY PROGRAM OVERVIEW:

Olga Medina/Jennifer Mena, Office of Business Diversity Programs

III. SCOPE OF WORK:

Stan Sotelo, Project Manager

IV. QUESTIONS & ANSWERS

Please submit questions in writing and email to Kathy.Cheng@vta.org by 5:00 PM P.T. on March 19, 2020.