

Sacramento
UNIFIED SCHOOL DISTRICT

Contracts Office
5735 47th Avenue, Sacramento, CA 95824
(916) 643-2464
Janea Marking, Chief Business Officer
Robert Aldama, Purchasing Manager II

Lease/Leaseback
Mandatory Pre-Proposal Conference Agenda

PROJECT: RFP #0530-403
Luther Burbank HS Cafeteria Modernization
MEETING DATE: October 31, 2024
TIME: 2:00 PM
LOCATION: 3500 Florin Road, Sacramento, CA 95823

1. Introductions

a. Sacramento City Unified School District – Tina Alvarez Reyes & Robert Aldama

2. Review RFP Milestone Dates / Requirements (Sections I and III of RFP)

[Redacted content]

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a. RFP SCHEDULE

10/31/2024 2:00 PM
[Redacted content]

3. Scope of the Project – (A/E) (Section IV of the RFP)

The project consists of one (1) construction increment:

- a Construction includes but not limited to: the demolition of the existing cafeteria, servery, and kitchen. Included in the modernization are new finishes throughout (including but not limited to: flooring, wall covering & finishes, casework, and accessories). Includes installation of new kitchen

[Redacted content]

8. Exhibit D – Fee Proposal (Submit one (1) hard copy and one (1) electronic copy in a separate sealed envelope)

Site investigation \$15,000

[Handwritten signature]

- a. Fixed price for Pre-construction services including \$1 allowance
- b. Fixed price for monthly General Conditions cost – Refer to Exhibit C
- c. Fixed % Construction Phase Fee (Profit & Overhead)
- d. Fixed % for Bonds
- e. Fixed % for Insurance – Refer to Exhibit E
- f. Fixed % for financing

9. Inquiries to City USD Contracts Office or selection process shall be directed in writing to all
Robert Aldama: robert-aldama@scusd.edu
& Tina Alvarez-Bevens: [tina](#)

Sacramento City Unified School District

Sign in Sheet:

Title: Pre-Proposal Walk

Project: Luther Burbank Cafeteria Modernization

Date/Time: October 31 2:00 PM

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School District

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