



CITY OF HOLTVILLE

121 WEST FIFTH STREET

HOLTVILLE, CALIFORNIA 92250 - 1298 • (760) 356 - 2912

" THE CARROT CAPITAL OF THE WORLD "

Mandatory Pre-bid Conference Memo

Originator: Fumi Galvan, P.E., Project Engineer, The Holt Group, Inc.

Distribution: CITY OF HOLTVILLE
Nicholas Wells, City Manager
Yvette Rios, City Clerk
Alex Chavez, Public Works Supervisor

PLAN HOLDERS

KLEINFELDER, INC.
Kelly Burnell, P.E., Principal Bridge Engineer (Design Engineer)

THE HOLT GROUP, INC.
George Galvan, AICP, Planning Director
Cynthia Mancha, Consulting City Planner
Melany Amarillas, Associate Planner

Date: January 8, 2026

Project No.: Grant Project No. 0540TG87120/THG Project No. 116.489

Subject: **City of Holtville – Railroad Trestle Bridge Rehabilitation Over Alamo River, Alongside Highway 115**

A mandatory pre-bid conference was conducted for the City of Holtville – Railroad Trestle Bridge Rehabilitation Over Alamo River, Alongside Highway 115 Project. The meeting was held on Thursday, January 8, 2026, at 10:00 a.m. at Holtville City Hall. The Agenda and Attendance Sheet for the meeting are included as attachments to this meeting memorandum.

The information that follows includes the meeting minutes and the items discussed and reviewed at the meeting.

1. <Agenda Item No. 1> Those present at the meeting were introduced. The attendance record was circulated among the attendees.

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Alamo River Trestle Bridge Rehabilitation

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2. <Agenda Item No. 2> Project Bid Documents access was reviewed. The bid documents are available for downloading at the following links:

<https://www.holtville.ca.gov/business/>

https://holtgroupca-my.sharepoint.com/:f:/g/personal/fumi_theholtgroup_net/IgDpT2KTkjgtSpqgVM31q6GTAXxGieiE0nbqZtAxHJdaq4I?e=Go8Xhk

3. <Agenda Item No. 3> Project Description and Scope of Work related to the project were briefly reviewed as follows:

This project includes the rehabilitation of a wooden trestle bridge (previously damaged by fire) – transitioning from railroad use to pedestrian use. This project includes the installation of multi-purpose trails and seating areas, along with landscaping features and irrigation.

The project is funded by the State of California Natural Resources Agency – Recreational Trails and Greenways Grant Program (Proposition 68).

4. <Agenda Item No. 4> The Schedule of Events was briefly reviewed. The key dates are listed below:

- A. Bid Opening: 2:00 PM on Tuesday, January 27, 2026
- B. Notice to Proceed: February 27, 2026 (10 days to start)
- C. Construction Commencement date (late start): March 9, 2026
- D. Construction Duration: 165 Calendar Days
- E. Construction Completion date: August 21, 2026

5. <Agenda Item No. 5> The General Contractor and all subcontractors are required to obtain a Business License from the City of Holtville prior to the commencement of the construction activities.

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6. <Agenda Item No. 6> Instructions to Bidders were reviewed.
 - A. Questions are to be forwarded to the City of Holtville in writing at least seven (7) days prior to the Bid Opening Date, by January 16, 2026. Questions received less than seven (7) days prior to the Bid Opening Date may not be answered.
 - B. Questions may be directed to the City of Holtville City Manager by the following email: nwells@holtville.ca.gov or fumi@theholtgroup.net (The Holt Group, Inc.).
 - C. Bids are to be submitted to the City of Holtville City Hall located at 121 W. Fifth Street, Holtville, CA 92250
 - D. Performance and Payment Bond Amounts - 100%
 - E. Liquidated Damage: \$4,200.00
 - F. Engineer's Opinion of Probable Construction Cost: \$1,808,200.00

7. <Agenda Item No. 7> Labor Compliance Requirements for the project were reviewed. State Wage Rates apply to this project, not federal.

8. <Agenda Item No. 8> Geotechnical testing requirements were reviewed. All geotechnical-related testing and inspections shall be provided by a geotechnical engineering testing and inspection firm to be engaged by the Contractor.

9. <Agenda Item No. 9> Bid Forms and the attachments to be included with the bid forms were reviewed. There are total of fifty-one (51) bid items. There are bid bond, additional forms, and certifications to be submitted as part of the Bid Forms.

10. <Agenda Item No. 10> Special Conditions by the City of Holtville were reviewed as follows:
 - 1) Mobilization
 - 2) Business License (was reviewed under Item No. 5)
 - 3) Environmental Mitigation Measures

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- Air Quality
 - Biological Survey and Mitigation Measures
 - Educational Kiosk
- 4) No Motor Vehicle Signs
 - 5) Permit Requirements – The Contractor shall adhere to the general requirements of the permit entities during the construction activities.
 - 6) Inspection of Work
 - 7) Geotechnical Testing Requirements – A preliminary list of geotechnical testing requirements was included in the contract documents (Page 5 of the Special Conditions or PDF Page 180 of the Project Manual). All geotechnical-related work shall be conducted by a geotechnical engineering firm contracted by the Contractor.
 - 8) Excess Native Material Disposal – Excess native material shall be transported and disposed of at the City of Holtville Public Works Yard located along the south side of Fourth Street between Cedar Avenue and Fern Avenue.
 - 9) California Conservation Corps (CCC) – The Contractor shall receive a deductive change order based on the labor forces provided by CCC at the time of construction. Bidders shall bid all items, assuming that all labor will be furnished by the bidder, as the estimated hours and number of laborers available from CCC for the project are unknown.
 - 10) Preservation/Perpetuation of Survey Monuments – The Contractor shall enter into a contract with a California-licensed land surveyor to perform the monument survey and provide construction staking for the project.
 - 11) Time and Material Allocation – A lump sum amount for the Time and Material Allocation was pre-filled in the Bid Forms.
 - 12) Attachments to Supplement Special Conditions

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11.<Agenda Item No. 12> Supplementary Technical Special Provisions were briefly reviewed. It was informed that the technical conditions were prepared based on the 2021 Edition of the Standard Specifications for Public Works Construction (The “Greenbook”). The Supplementary Technical Special Provisions include the provisions for timber requirements, park amenities, landscape elements, and other specific requirements for the project.

The pre-bid conference was concluded at 10:30 a.m.



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THURSDAY, JANUARY 8, 2026, AT 10:00 A.M.

MANDATORY PRE-BID CONFERENCE ATTENDANCE RECORD FOR:

**CITY OF HOLTVILLE
 RAILROAD TRESTLE BRIDGE REHABILITATION OVER ALAMO RIVER, ALONGSIDE HIGHWAY 115**

**GRANT PROJECT NO. 0540TG87120
 THG PROJECT NO. 116.489E/P**

NO.	NAME	COMPANY, AGENCY OR UTILITY	CONTACT INFORMATION
1.	Fumi Galvan	The Holt Group	Phone: 760.554.2025 Email: fumi@theholtgroup.net
2.	Yvette Rios	City of Holtville	Phone: 760 202 442 206 0201 Email: yrios@holtville.ca.gov
3.	Clarissa Salazar	Rove Engineering	Phone: 760 425.0001 Email: Clarissa@roveengineering.com
4.	Anche Akely	Pyramid	Phone: 760 337 5839 Email: Anche@Pyramid.ca.com
5.	Nick Wells	City of Holtville	Phone: (760) 356-2831 Email: NWells@Holtville.ca.gov

Note: Kelly Burnell, representing Kleinfelder, Inc., attended the pre-bid conference as the project Design Engineer via Microsoft Teams.



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CITY OF HOLTVILLE RAILROAD TRESTLE BRIDGE REHABILITATION OVER ALAMO RIVER, ALONGSIDE HIGHWAY 115

**GRANT PROJECT NO. 0540TG87120
THG PROJECT NO. 116.489E/P**

AGENDA FOR MANDATORY PRE-BID CONFERENCE

THURSDAY, JANUARY 8, 2026, AT 10:00 AM

1. Introduction of those present at the Pre-Bid Conference and circulation of the Attendance List for the Project.
2. Project Bid Documents Access:

<https://www.holtville.ca.gov/business/>

https://holtgroupca-my.sharepoint.com/:f/g/personal/fumi_theholtgroup_net/lqDpT2KTkjqTSpqgVM31q6GTAXxGieiE0nbqZtAxHJdaq4I?e=Go8Xhk
3. Review the Project Description and Scope of Work related to the project.

This project includes the rehabilitation of a wooden trestle bridge (previously damaged by fire) – transitioning from railroad use to pedestrian use. This project includes the installation of multi-purpose trails and seating areas, along with landscaping features and irrigation.
4. Review the Schedule of Events. Review the time duration of the project.
 - A. Bid Opening: 2:00 PM on Tuesday, January 27, 2026
 - B. Notice to Proceed: February 27, 2026 (10 days to start)
 - C. Construction Commencement date (late start): March 9, 2026
 - D. Construction Duration: 165 Calendar Days
 - E. Construction Completion date: August 21, 2026
5. City of Holtville – Business License
6. Review Instructions to Bidders

- A. Questions are to be forwarded to the City of Holtville in writing at least seven (7) days prior to the Bid Opening Date, by January 16, 2026. Questions received less than seven (7) days prior to the Bid Opening Date may not be answered.
 - B. Questions may be directed to the City of Holtville City Manager by the following email: nwells@holtville.ca.gov or fumi@theholtgroup.net (Consultant City Engineer).
 - C. Bids are to be submitted to the City of Holtville City Hall located at 121 W. Fifth Street, Holtville, CA 92250
 - D. Performance and Payment Bond Amounts – 100%
 - E. Liquidated Damage: \$4,200.00
 - F. Engineer's Opinion of Probable Construction Cost: \$1,808,200.00
7. Review Labor Compliance Requirements
- State of California Wage Rate Determination No. 2025-2 applies to this project.
8. Geotechnical Testing Requirements
9. Bid Forms
- Completed Bid Forms (Section 00410) shall be submitted together with the following forms:
- A. Non-Collusion Affidavit (Section 00420)
 - B. Bid Security of 10% (Section 00430)
 - C. Public Contract Code Certification (Section 00441)
 - D. Iran Contracting Act Certification (Section 00452)
 - E. Nondiscrimination Compliance Certification (Section 00461)
 - F. Worker's Compensation Insurance (Section 00470)
 - G. List of Proposed Subcontractors (Section 00480)
 - H. Bidder Qualifications Statement (Section 00490)
 - I. List of Major Material Suppliers (Section 00500)
 - J. Evidence of authority to do business in the State of California (On Bid Form)
 - K. Contractor's license number (On Bid Form)
10. Special Conditions by the City of Holtville
- A. Mobilization
 - B. Business License

- C. Environmental Mitigation Measures
 - D. No Motor Vehicle Signs
 - E. Permit Requirements
 - F. Inspection of Work
 - G. Geotechnical Testing Requirements
 - H. Surplus Native Material
 - I. California Conservation Corps (CCC)
 - J. Preservation/Perpetuation of Survey Monuments
 - K. Time and Material Allocation
 - L. Attachments to Supplement Special Conditions
11. Supplementary Technical Special Provisions

Supplementary Technical Special Provisions supplement the 2021 Edition of the Standard Specifications for Public Works Construction (The “Greenbook”).