

**PRE-BID CONFERENCE AGENDA**

**Project:** New Training Facility  
St. Tammany Fire Protection District No. 1  
**Date:** March 10, 2025  
Time: 10:00AM  
**Location:** 34780 S Range Road  
Slidell, La. 70460

- Introduce parties present.
- This is the pre-bid conference for the new Training Facility for St. Tammany Fire Protection District No. 1. This meeting is mandatory.
- This is a 1,950 s.f. metal building.
- The budget for this project is \$550,000.
  
- Sealed bids will be accepted until 4:00 pm Thursday, March 20, 2025 through Central Bidding or delivered to St. Tammany Fire Protection District No. 1 Headquarters, 522 Robert Boulevard, Slidell, LA 70458. Bids will be opened immediately afterwards at the same location.
- Sign-in sheet. All prime respondents must have an officer, principal, manager, or supervisor present during the entire duration this pre-bid meeting.
- The signature on the bid must be that of an authorized representative of the corporation.
- Whatever is said during the meeting is meant to be helpful but does not and cannot change the Bid Documents. Bidders must rely on published Addenda for official answers.
- There will be a deadline of 96 hours prior to bid submission for submitting questions or substitution requests.
- All questions and substitution requests shall be submitted in email writing to Dammon Engineering.
- Bidders must inspect job site to verify measurements and/or scope of work needed prior to bidding. If bidder finds conditions that disagree with the physical lay-out as described in this bid, or other features of the specifications that appear to be in error, same shall be brought to the attention of the Architect prior to bid opening.
- Take questions.