

Pre-Bid Meeting  
Invitation For Bid 2025-11135  
Route 7 HPT Improvements Phase 2

## Agenda

DATE: Tuesday, May 12, 2026

TIME: 11:00 a.m. Pacific Time

LOCATION: Microsoft Teams

FACILITATOR: Josh Wood, Procurement Coordinator

### 1. INTRODUCTION OF SPOKANE TRANSIT AUTHORITY STAFF

### 2. GUIDELINES

- a. Attendance – please put your contact information in the chat or email [jwood@spokanetransit.com](mailto:jwood@spokanetransit.com)
- b. Questions and answers at today’s meeting will be documented for issuing a written addendum.
- c. If an addendum is issued, all prospective Bidders who received the original IFB will receive the addendum along with those in attendance at today’s pre-bid meeting who provide STA with their contact information.
- d. In the event of a conflict between the answers provided in the meeting and the written addendum, the addendum shall prevail.
- e. Remarks, clarifications, or corrections to the IFB during the meeting shall not change the terms of the solicitation until an addendum is issued.
- f. Careful attention must be paid to all requirements of the IFB. Please read thoroughly and return all required forms, documentation, and information.

### 3. SCOPE OF WORK

- a. Summary – Ryan Brodwater – Project Manager
- b. Questions from Bidders

### 4. IMPORTANT NOTES & CLARIFICATIONS

- a. Verify your bid reflects the latest addenda to avoid disqualification.
- b. As a minimum requirement for a Bid to be deemed responsive, Bidders shall be properly and completely registered to do business within the State of Washington, including a UBI number.
- c. The project in its entirety qualifies as a “Public Road Work” as described in WAC 458-20-171(Rule 171).
- d. This public works project is subject to Washington State Prevailing Wage requirements and public works contracting requirements.
- e. Change Orders will be paid as Time & Material.

## 5. IFB TIMELINE AND NEXT STEPS

- a. Deadline to submit questions, requests for clarifications, or approved equals is 4:00 p.m. Pacific Time, May 21, 2026. This includes any redline changes to the sample agreement.
- b. Bids due by 1:00 p.m. Pacific Time, June 2, 2026, at Spokane Transit, 1230 W. Boone Ave, Spokane WA. 99201