

July 3, 2018

Pre-Bid Meeting Notes

City of Moraine Toilet Rooms

1. Review of Bidding Requirements

- 1.1. Per Bid Packet distributed by the City of Moraine.
- 1.2. Sealed **bids are due by 2:00 pm on July 16, 2018** at the Moraine Municipal Building.
- 1.3. Direct all questions to Jennie Duke at RDA and she will distribute accordingly [jmd@rda-group.com]
 - 1.3.1. *Questions will be accepted until July 11. Questions will not be answered from anyone that was not at the pre-bid.*

2. Review of Owner Requirements

- 2.1. Owner point of contact – Bobby Engle [937-673-0611]
- 2.2. Hours of Work
 - 2.2.1. *Normal business hours or as requested by G.C.*
- 2.3. Owner Concerns
 - 2.3.1. *Project should be awarded after 2nd council meeting [Aug. 9th]*
- 2.4. Job-Site specific requirements
 - 2.4.1. *Dumpster by GC required at Recreation Center, must be set on plywood, coordinate location with Owner.*
- 2.5. *Permits will be applied for by Owner. No fees are required by GC.*

3. Project Discussion

- 3.1. Review of Project Scope
- 3.2. Project Schedule - *Construction intended for September / October, but some plumbing could start sooner.*
 - 3.2.1. Municipal Building
 - 3.2.1.1. *Complete lower level fixture replacements first, then main level renovations can take place.*
 - 3.2.2. Civic Center
 - 3.2.2.1. *Two phases, any order, but must keep some available to building occupants.*
 - 3.2.3. Recreation Center
 - 3.2.3.1. *Two phases, larger shower room will be first.*
- 3.3. Project staging areas
 - 3.3.1. *GC to provide storage at Rec Center for storage of fixtures that are to be reused.*
 - 3.3.2. *General material storage can be coordinated with the City as required. There is a facility nearby that could be utilized for materials.*
 - 3.3.3. *GC is responsible for transporting new plumbing fixtures from Winsupply when needed.*
- 3.4. Owner furnished items
 - 3.4.1. *Refer to Plans.*
 - 3.4.2. *Typical toilet accessories will be provided by owner. Accessory schedule on drawings has been updated to clarify.*
 - 3.4.3. *Refer to plumbing fixture schedule for owner provided fixtures. Owner is providing FIXTURE ONLY. All required accessories for install are by GC.*
- 3.5. Flooring by Summit Industrial Flooring
 - 3.5.1. *Direct contract with City.*
 - 3.5.2. *VCT demo at Civic Center will be by Summit, all other floor demo by GC.*
 - 3.5.3. *Summit will take care of their required floor prep.*
 - 3.5.4. *Need 7 days for their scope of work. Any concrete work that is required [i.e. trench drain] must use fast cure mix.*

3.5.5. All flooring will now be the quartz type, no flake. This will be coordinated directly with the Owner.

4. Bid Clarifications

- 4.1. The mirrors over the solid surface sinks are intended to go full width of the counter below and height as indicated. Size will need field verified. These mirrors are noted as part of the Key Notes and not listed in the accessory schedule.
- 4.2. Key Note 10 on A3.1 is general for the Recreation Center as a whole. Corner Guards are intended for outside corners of Area 'A' only. No corner guards required at Area 'B'
- 4.3. *Cut sheets for fixtures are attached for reference.*
- 4.4. *Refer to Addendum #1 for additional information.*

End.

Addendum #1

City of Moraine Toilet Rooms

July 3, 2018

City of Moraine Toilet Room Improvements
Municipal Building, Civic Center, Recreation Center

This Addendum modifies and shall become a part of the original Contract Documents and is hereby made part of the Bidding Documents for the referenced project.

All bidders shall indicate in their bid/proposal that this Addendum has been received and considered in their bid proposal.

The Addendum items are intended to supplement, clarify or correct parts of the bid proposal package. Items in the addendum shall take precedence over items corrected and shall be of equal value with items supplemented or clarified. Any questions in reference to this addendum must be directed, in writing, to:

Jennie Duke
RDA Group Architects
7945 Washington Woods Drive
Dayton, Ohio 45459
937.610.3440
937.610.3441 Fax
jmd@rda-group.com

Addendum Items:

1. There are a total of 6 drinking fountains that are direct replacements. Owner provide / GC install. [Integral filter]
2. Trench drain at ADA shower to be 2" wide, stainless steel. Will need sawcut in to existing concrete. Run drain to nearby shower drain and tie in above trap.
3. GC is responsible for construction cleaning. Move in cleaning will be performed by Owner.
4. All wall tile at existing stud/gyp. partitions: Remove existing tile and gyp. to allow for new cement board and tile install.
5. All wall tile at existing CMU partitions: Prep wall for direct tile install over CMU.
6. At Civic Center accessory removals in CMU: Remove accessory. At area of exposed CMU patch wall with CMU and prep for paint. At areas where tile/mirror/accessory will cover, install metal stud infill with cement board over.
7. Unit cost for isolation valves: Assume 2" size. Quantity 10 is total across all sites.
8. A revised bid form has been included. This reference line items for Unit Costs and Alternate 1.

General Clarifications:

1. Wall tile shall be laid in a brick pattern.
2. LAV-1 is intended to be an integral sink. Solid Surface.
3. At Rec Center locker removal: There is a built-up base under the locker that needs removed as well.
4. Shower trench drain specification has been added to A3.2.
5. Sheet A2.2: We will now install surface mount paper towel dispensers above the existing semi-recessed waste receptacles.
6. Additional wall tile scope was added to A3.1.

End of Addendum #1.

PROPOSAL for City of Moraine Toilet Rooms

The undersigned, _____, having inspected the location of the work proposed to be performed, also examined the "Notice to Contractor," "Instruction to Bidders," "Form of Contract," "General Provisions," and the detailed specifications which shall govern the work to be done, NOW PROPOSES to furnish any and all materials, tools, labor, transportation, machinery, appliances and/or necessary appurtenances, and to prosecute to full completion the work called for under the Contract Documents, all upon the terms and the conditions and provisions set forth in the "Instructions to Bidder," "Form of Contract," "Contract Bond," and "General Provisions," detailed specifications of this Proposal; and in consideration thereof to accept from the Owner as full payment for the completion of each specified item and any required maintenance thereof as hereinafter provided, the price quoted for each item for work completed, the price of specified labor and materials to be stated separately.

The undersigned _____ agrees that if this Proposal is accepted, he will be prepared to discuss with the Owner any matters relating to special features and the methods he proposes to follow for the general conduct of the work; that he will within twenty (20) business days after notice of acceptance of bid, complete the Contract Form with the Owner for the performance of the work and furnish evidence of required insurance policies.

The undersigned _____ hereby certifies that no person interested in this Proposal is directly or indirectly interested in or connected with any other bid or proposal for the said work and no member of the City of Moraine or any other person in the employ of said City is directly or indirectly interested therein, or in any portion thereof, and he will, if required by the Owner, execute and submit from himself as Principal Contractor and from any subcontractor, the non-collusion affidavits as provided herein.

BASE PROPOSAL PRICE FOR City of Moraine Toilet Rooms

_____ DOLLARS,

(\$ _____).

ADDITIONAL

Unit cost

Isolation valves replace/install: \$ _____
(cost of four included in base bid)

Shut-off valves replace/install at fixture \$ _____
(cost of 10 included in base bid)

Recreation Center Alternate

Alternate 1: Remove existing, install new lockers \$_____

Signed at _____ this _____ day of _____,
2018.

Company: _____

By: _____

Title: _____

(SEAL)

Official Address:

(Telephone Number)