



RESCUE UNION SCHOOL DISTRICT
Rescue Elem. School NKB, INC. 1

MANDATORY PRE-BID CONFERENCE
MEETING MINUTES

Date: December 13, 2007

Time: 3:30 PM

Place: Rescue Elementary School; 3880 Green Valley Road, Rescue, CA 95672

1. Introduction of Project Team Members:

- a. Owner's Representative(s)- Doug Wolcott (Director of Facilities; Rescue Union School Dist.); Ruth Ann Eide (Doug's Assistant)(Not Present)
- b. ANOVA Architects- Del Horne (Project Manager), Roger Wilcox (Constr. Admin.- Not Present)
- c. Owner's Inspector- Chuck Croft
- d. Labor Compliance Consultant- RGM and Associates, David Adams
3230 Monument Way; Concord, CA 94518
(925)671-7717; (925)671-7788(f); (925)586-9915 (C)

- 2. Bid Date:** This was scheduled for Thursday, January 3, 2008. **We will revise this to Thursday, January 10th, 2008, no later than 2:00 PM at the School District Office, 2390 Bass Lake Road, Rescue, CA 95672 (530)672-4300.**

Bid Form (Section 00410) will be revised to reflect the new date. Also "N/A" will be deleted where Bid Amount is to be stipulated for the Increment 1 Base Bid.

3. Bidding Documents:

- a. Bid package can be viewed on line via Brownies Blueprint web site (see below) and can be purchased through Brownie's Blueprint, 1322 V Street Sacramento, CA 95818 (916-443-1322). Bid package maybe order through the PLANWELL System via Brownies Blueprint's web site : www.browniesrepro.com

- 4. Scope of Work: INC 1-**Construct New Kindergarten building and associated site work including offsite road construction. The building is a 4,048 square foot single story Kindergarten Building and is a non-sprinklered building.

There is an existing Playground, on the east side of the construction area that will have to remain in operation until the end of the Construction period and the new playground is accepted by the Owner to be used by the School District.

The new Playground Apparatus will be revised to Owner Furnished and Installed and coordinate with the construction. The Allowance as specified in Section 01215 Allowances and Unit Prices will be DELETED.

There is wetlands to deal with in this INCREMENT. The areas designated on the Architectural Site Plan to remain will have to be protected by the Contractor.

INC #2 was the MOD and has been constructed already. INC 2 drawings are not included.

5. **Architect's Estimate:** \$1,720,000.00 (Building and site work including Off-Site work).

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6. **Project Schedule: Increment 1** work will be scheduled while school is in session: Construction will begin once the Contract is signed by all parties. The intent is to mark-off (fence off) the wetland areas that are to remain and to protect them from any damage before any construction begins. Once the Wetlands have been protected, the offsite road construction and site construction can begin at the Building pad area. **There are 2 wetland areas (see attached drawings)** that can not be disturbed until April 1st 2008 due to Wetland Permit requirements. The completion of the project is schedule for August 14, 2008.
7. **Sign contract:** Will be done within 30 days so shop drawings, etc can be started.
8. **Contractor License Requirement:** Class B
9. **Bidding Requirements:** hold pricing for 30 days after opening them, per Instructions to Bidders
- a. Bid Bond or Certified Check required for bids \$15,000 and over.
 - b. In **Instruction to Bidders (00200)**- We have a requirement that "Sub Contractors being able to furnish Bid Bonds, in the amount of 10% of sub-bid amounts for each (concrete, framing, structural steel, mechanical, plumbing, electrical, site utility and earthwork) sub-bid amount over \$100,00.00 must also accompany the Bid. Failure to be able furnish required sub-bid guarantees in the proper form and amount, within 48 hours after the time set for opening the bids, will be cause for rejection of the bids. Bid bonds must be on the AIA A310 Form". The sureties utilized by the subcontractors must be authorized and admitted to transact business in California and shall have a minimum rating of B+ from A.M. Best Co. Subcontractors may submit the original copy of their sub-bid bond directly to the Owner at the location and up to the time designated for submission of bid guarantees, or to one of the bidders.
If any sub-bidder refuses or is unable after notification of the award of a sub-contract, to execute said subcontract with the successful bidder within ten (10) calendar days of such notification, that sub-bidder's bid security shall become the property of the Owner not as a penalty, but as liquidated damages. The Owner will assign the sub-bid security to the successful bidder at the time of execution the contract. Note: Bidders must notify subcontractors in their written and published requests for sub-bids that bid bonds will be required, and whether the bidder or the subcontractors must bear the cost of the bonds.
 - c. **Prevailing wage project** – wage scale as per State Labor Code (Sec. 00200 Instr. To Bidders)
 - d. There is a **Labor Compliance Program** in place- Attention is directed to the provisions of Section 1777.5 and 1777.6 of the Labor Code of the State of California concerning employment of apprentices by the contractor or any subcontractor under him.
RGM & Associates will be monitoring and enforcing this.
 - e. Disabled Veteran Business Enterprise (DVBE) participation- The school district encourages 3% participation, it is not mandatory. **Refer to Section 00200- Instruction to Bidders, page 2, Item 1.3, for further clarification.**
 - f. Bond (Sec. 00600) and Insurance (Sec. 00623) requirements- Reqd:
Labor and Materials Bond (100% of the total contract amount) &
Performance Bond (100% of the total contract amount)
Issued within 10 days of Notice of Award of Contract (Sec. 00410)
Insurance certificates (Section #00700, Gen. Cond., Article 11)- you will find Contractor's
Liability Insurance requirements

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- g. Fingerprinting will be required per Sec. 00440 Certification Form. This will be required when personnel are outside the secured construction area. As long as personnel are inside the secured construction area, fingerprinting will not be required (see spec. section 00440)
- 10. Clarification items:** Section 00200 Instructions to Bidders, Item 1.7, D, E and F. Please **email** me (dhorne@anovaarchitects.com) or **fax** me (Del Horne- **530-626-1931**) your questions so they can be placed in an addenda.
- 11. Addendum:**

 - a. Last notifications will be 72 hours prior to receiving bids (Sec. 00100, **1/07/07 at 2PM**)
 - b. Bidders are required to acknowledge receipt of each Addendum in their Bid.
- 12. Contractor's use of site:**
Sec. 01110, Part 3, 3.1; Gen Condition Article 3, 3.13

 - a. use of Owner's water and power- Owner will have this available to contractor; telephone service will be by Contractor.
 - b. hours of operation- normal hours (7AM – 7 PM). Residential area is behind school. Shirts will have to be worn at all times. Smoking is not permitted. The District will see about providing a designated smoking area.
 - c. Storage of materials and set-up area- west side of site is for staging/storage only, Construction worker parking will be out of the construction area. The District will coordinate this with the contractor. **See attached drawing.**
 - d. security provisions- fencing will be provided by the Contractor and coordinated with the Owner and Architect
 - e. noise and dust control shall be controlled
 - f. Site Safety procedures- Gen. Cond. Article 10, maintain Emergency Vehicle Access
- 13. On site utilities-** We have a survey indicating existing utility data that is in the construction drawings, these will have to be field verified by the Contractor.
- 14. Substitutions** Sec. 00200, para. 1.8, substitutions can be submitted after award of contract
Sup. Cond. Para. 1.2, D outlines process per Sec. 01630
Substitutions will not be reviewed during Bidding. Once the Contract has been awarded substitutions will be reviewed per the spec section.
- 15. GEO Report:** Can be viewed in the Architect's Office or on Architect's website:
www.murraydowns.com/Bidding
- 16. Testing and Inspections:** Owner will be using Youngdahl Consulting Group for testing of materials, except for retesting of defective materials or additional testing for substitution of materials
All inspection costs will be paid by the owner

 - a. **Sec. 00880, Tests and Inspection-** DSA List is included
 - b. **Sec. 01458, Testing Lab Services-** Contractor's responsibilities are listed here.
- 17. Weather delays:** outlined in Sup. Cond. 00800, para. 1.2, item K. Based off of Western Regional Climate Center
- 18. Storm water prevention plan(SWPP):** Sec. 02245 Erosion Control; has to be in-place before construction begins. Forms are in the spec.

End of Agenda

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19. Questions

- a. Fingerprinting requirement: This is only required when workers will be working **outside** of the Construction Area..
- b. Other Inspection jurisdictions- E.I.D. for water fire line installation; D.O.T. for off-site road work & PG&E, for relocation of power pole. Approvals and sign-offs by E.I.D. & D.O.T. have been acquired and are in place per the Bid Documents.
- c. There is a power pole at the west side entry to be moved, has the PG&E process been started? PG&E process will get started tomorrow by Doug Wolcott.
- d. Clarification under Item #16 Testing-Items that are requested to be retested will be paid for by the Contractor.
- e. Water pressure at the road: This has been determined and worked out with E.I.D.. Offsite drawings cover what is required by E.I.D..
- f. Bid opening will be held at the School District's main office:
2390 Bass Lake Road; Rescue 95672 (530)672-4300 (ph)

End of Meeting