

MANDATORY PRE-BID MEETING

JUNE 19, 2018

BID #18-06-375

FIRE STATION #44 RENOVATION

MINUTES

A mandatory pre-bid meeting for BID #18-06-375 for the Kimberly Blvd West was held at City Hall 2nd Floor Conference Room, 701 SW 71 Avenue, North Lauderdale at 11:06 am.

ATTENDING:

City Staff:

George Krawczyk, Public Works/Utilities Director
Elizabeth Garcia-Beckford, Deputy City Clerk
Juan Justiniang, Vice President - Cartaya & Associates

POTENTIAL BIDDERS:

Construction Elements
Daycoven Construction LLC
Republic Construction Corp
Caliste Construction
West Construction Inc
Conbuild, LLC
Juliana Enterprises

A copy of the Sign in Sheet is attached to these Minutes.

DISCUSSION

George Krawczyk opened the Mandatory Pre-bid meeting at 11:06 am. He advised if there are any questions to ask them before the meeting is concluded and there will be opportunity after the meeting to walk around. If there are any additional questions they are to be sent as an RFI, emailed to Susan Nabors as indicated in the invitation to Bid. He explained this is the Bid for the Fire Station #44 Renovation, the interior renovation of two sections, the east side and west side. Mr. Krawczyk advised the Engineer of Record is Cartaya & Associates who prepared the plans with their subconsultants. He reviewed the scope of work advising they are converting the bathrooms to unisex, adding an additional bathroom and a break room to create a working space. Mr. Justiniang the Engineer of Record reviewed the plans involved for the work in the east and west side sections, providing for new toilets and showers, and new finishes and the Battalion Chief room toilet and shower.

Mr. Krawczyk advised the east side will be done first. There are no showers on that side, once the east side is complete and there is a TCO, then tape and plastic can be placed there and the facilities can be used while the work is being done on the west side. The intention is to do the

permits in July and August to then begin the work in September, and to complete as much work during this fiscal year.

Mr. Krawczyk advised the dry run is being reviewed at the building department and if there are any changes they will be issued as an addendum prior to the deadline. The Bid provides what is currently on the plans right now unless an addendum is issued prior to the closing of the bid or if the bid is extended.

He referenced page 5, in the Spec book, and reviewed the sections of the book regarding the addendum interpretation and the work hours which are typically is 7am-7pm, Monday to Friday. In this case, the work will be done inside and you will not be impacting any residents. He emphasized this is an active station with sleeping quarters. If there is work that is going to be done at night then advance notice is required to be given to the Fire Chief. He stated that work on Saturdays is acceptable, although work on Sunday is discouraged. The timeline is based on a 90 calendar day for substantial completion, with a punch list with 30 more days for final, and the total project time is 120 days. The timeline starts when the notice to proceed is issued once permits are obtained for the project.

Progress payments: Paid monthly, expected on AIA forms, there is a 10% retainage fee held on the job. At the final, the withholding of 10% will be issued which will be paid in accordance with state law. A pre-review can be done before any submittals to make sure everything is checked off and quantities are correct. The Staff will not pay ahead, only on what was completed at the point of submittal. There are no Bid Bonds are not required. A Performance Bond is required based on the job value. He stated one of the liquidate damages on this job is one hundred dollars a day, if you are over that, it is a total time of 120 days. The notice to proceed and the purchasing order will have the construction time dates.

Mr. Krawczyk reviewed the following key dates:

- June 19 – Prebid meeting as advertised
- June 22 – Question due dates
- June 26 – Addendum will be issued
- June 29 – Bid Opening at 10:00 a.m. at city hall

The Bid submittal is to include one original Bid, and two copies of the Bid, and a single PDF file on a flash drive. He reviewed the Bid proposal on pages 11 & 12 and the addendums. He emphasized acknowledging any and all of the addendums to be a responsible bidder. He advised on the other forms, which included the bond, the qualification statement, public entity crimes, and the non-collusion affidavit. He explained the Agreement page would be signed after it is brought to Commission, if approved, after the tentative July 10 meeting. He further advised the general specifications are on the plans and Addendum 2 will have more technical specs. The submittals will be reviewed by the architect team, to include final toilets and fixtures. He stated the expectation is for the lights, tile and paint to match the existing building.

Mr. Krawczyk offered the potential bidders access to return and look at the building by appointment. He provided his business card with contact information. He advised Addendum 1

was issued on June 15, and the estimated job value is \$150,000. He reiterated a performance bond is required and no bid bond is required. He emphasized you are responsible for the permits and inspections completed. The permit fees will be paid by the city.

At this time Mr. Krawczyk reviewed the line items for general provisions on page 11. He advised the city will provide the flooring tile and the contractor will install the tile. The contractor will need to obtain and match smaller tiles for the bathroom. Mr. Justiniang clarified the tile work for the eastside section, stating the city will provide the tile for the new break room and corridors tying to the doors. Mr. Krawczyk advised a 15% contingency is included with the Bid, to be submitted through a change order document if needed to be used.

Questions for Bid Due: Wednesday, June 22, 2018 by 10:00 a.m. by email to snabors@nlauderdale.org. Addenda with answers will be posted thereafter on city website and Demand Star by June 26, 2018. Addendum 2 will be the Minutes and the Specs.

Bid Due Date: Friday, June 29, 2018 by 10:00 a.m. Sealed Packages to be submitted to City Clerk at City Hall.

Start: Staff will take to Commission for approval tentatively on July 10, 2018.

Q&A asked at Pre-Bid meeting and answered by George Krawczyk:

Q. Can you clarify the ceiling height?

A. The ceiling height will be clarified to provide the exact height, to match existing height.

Q. Is it [Fire Station] going to be operating as we are doing the sections and do you have phases to do this [work]?

A. Yes, this is an active station. The work will be done in phases.

Q. Are we responsible for submitting the permits?

A. We are doing dry runs, the G.C. is responsible for pulling a license on your subcontractors, and you will sign off as the qualifier. The notice to proceed starts once the permit is issued.

Q. How much mobilization will be allowed on the first payment?

A. The contractor and the project manager will negotiate what is reasonable. Item #1 General Conditions, references mobilization and where you would obtain that first draw.

Q. Are releases of lien required after the first one?

A. No, not after the first one but later we will be checking the release of liens to make sure the subcontractors are being paid.

Q. Who will pay the permit fees?

A. The city will cover all permitting fees, County fees, and the internal fees will be waived. The re-inspection fees will not be covered. If you pay the permit fees, you can request reimbursement.

Q. Is there preference for local or small businesses?

A. No, not at this time for this project. This is a city funded project not a federally funded project.

Q. What did the estimated value include?

A. The estimated project cost.

Q. Will the fire alarm be included in this [project]?

A. No, not at this phase; look at the electrical plans which reference the existing fire alarm devices, and the new strobes in the Battalion Chiefs office.

Q. Is this building asbestos free?

A. Yes, as far as we know; we have gone through the permit process for two other projects, and we have done upgrades to this building which included asbestos surveys.

Q. Can you clarify the bonding requirement for this project?

A. A performance bond is required for your amount.

ADJOURNMENT: No further discussion; the meeting adjourned at 11:33 a.m.

Respectfully submitted,

Elizabeth Garcia-Beckford Deputy City Clerk

Bid #18-06-375
 FIRE STATION 44 RENOVATIONS
 PRE-BID MEETING
 SIGN IN SHEET

Company	Address	Contact/E-mail
Construction Elements	1951 NW SOUTH RIVER DRIVE	EVEN @ CONSTRUCTION ELEMENTS FL. C.M.
CONSTRUCTION ELEMENTS	1951 NW SOUTH RIVER DR. MIAMI, FL	TAMMY@CONSTRUCTIONELEMENTSFL.COM
Daycoven Constructions LLC	13035 SW 132 AVE Miami	vmalave@daycovenconstructions.com
Republic Construction Corp	601 N Congress Ave Delray 33445	STEVEN@REPUBLICCONSTRUCTIONCORP.COM
CAUSTE CONSTRUCTION	633 NE 127 ST #315	INFO@CAUSTECONSTRUCTION.COM
WEST CONSTRUCTION INC	820 N 4th St ANTANA FL	NMARTINEZ@WESTCONSTRUCTIONINC.NET
CONBUILD, LLC	20274 NW 88th Terrace, Deerfl	conbuildge@gmail.com
JULIANA ENTERPRISES	1520 NW 65 AVE #3 plantation, FL 33313	heber.1593@gmail.com