

MANDATORY PRE-BID MEETING

JUNE 27, 2017

BID #17-06-370

SOMERSET PREP ACADEMY RE-ROOF PROJECT

MINUTES

A mandatory pre-bid meeting for BID #17-06-370 for the Somerset Prep Academy Re-Roof Project. The pre-bid meeting was held at the property location 7101 Kimberly Boulevard, North Lauderdale, FL at 9:00 AM.

ATTENDING:

City Staff:

George Krawczyk, Public Works/Utilities Director

Shani Grant, Public Works/Utilities Engineer

Jean Joinville, Purchasing and Contracts Manager

Oscar Martinez, Walters Zackria Associates Project Manager

POTENTIAL BIDDERS:

Triple M Roofing Corp.

Decktight Roofing

Seaman Corp.

Advanced Roofing

A1 Property Services

Thermaseal Roof System

Full Cover Roofing, Inc.

Pace Roofing, Inc.

(A copy of the Sign In Sheet is attached to these Minutes)

DISCUSSION

George Krawczyk, Public Works Director, presented Bid #17-06-370, and stated that this is a mandatory pre-bid and to be valid all bidders must sign in on the sheet provided. He indicated that Public Works Department will be in charge along with design engineers, Walters Zackria, who has a representative, Oscar Martinez, present to answer any technical questions. All other questions will be directed to Jean Joinville, Purchasing and Contracts Manager, by email to jjoinville@nlauderdale.org, as indicated in the RFP. Mr. Krawczyk also introduced Shani Grant as tech support and backup person. He gave a quick preview of the set of plans and indicated that the bidders would have an opportunity to do final measurements after this pre-bid meeting. If bidders need to come back out they were instructed to contact Jean and arrangements would be made to meet.

Advertisement: In newspaper, City's Website, and the Demand Star system

Plans: Provided on the City website under \Solicitations and Demand Star

Questions for Bid Due: Friday, June 30, 2017 by 5:00 p.m. and Answers expected to be provided by Monday, July 3rd, if any. Addendum #1 will be the Minutes of this meeting with any Questions and Answers which will be posted on the City website at www.nlauderdale.org, posted the Demand Star system and will be mailed to any email addresses provided in this meeting.

Bid Due Date: Thursday, July 6, 2017 by 10:00 a.m. Sealed Packages to be submitted to City Clerk.

Bid will be opened: Thursday, July 6, 2017 at 10:05 a.m.

Bid Bond and Performance Bond: None required; 10% holding on the draw only

Contract Time: 50 days

Start: Scheduled to go to Commission tentatively on July 11, 2017.

The Evaluation Committee will consist of George Krawczyk, Jean Joinville, and Oscar Martinez. Mr. Krawczyk indicated that the summary of this lump sum contract is on Page 11 consisting of the five line items. He went over all the documents in the bid package that must be completed and submitted in a sealed proposal to the City Clerk. He advised bidders to review the contract and read the scope of work for the re-roofing and it was indicated that the basis of the system is FiberTite membrane system as specified in the technical specifications. Mr. Martinez indicated they are to leave the existing flashing alone and not do anything to the stucco. Someone asked about the cracks in the stucco and the response was that the City will take care of that. Mr. Martinez commented that they need to follow the drawings closely and that a moisture test has been done which is in the Appendix portion of the Technical Specifications. Mr. Martinez said per the moisture survey the areas are noted on Sheet 1.03 and Sheet A 1.01 clearly shows the areas where it is high; he also advised to go through the keynotes and details on each sheet. Mr. Krawczyk stated they are expediting this project as there is no school right now, but there is some summer activity but the substantial work shall be complete before school starts on August 21st. He stated that they have started the permitting process and if there are any changes they will be issued in an addendum. The Building Dept. has pre-approved the project and once bids are received, and the a contract has been signed, the permits will be coordinated and expedited by the City. Mr. Krawczyk said the City will coordinate with the school and manage day to day details.

Q&A

Q: Are there permit fees?

A: No the City will cover all permit fees.

Q: Is Roof D is a tear off?

A: Yes as noted on the plans.

Q: Are there penalties for each day past deadline and for each building?

A: \$100.00 a day liquidated damages and the info is in the specs; substantial is 35 days and final is 50 days from notice to proceed, excluding inclement weather delays which shall be submitted in writing to the City Project Manger.

Q: Any days or time periods they cannot work?

A: The schedule is tight, so if you want to work Sundays, just email the Director George Krawczyk and he will respond in writing, but due to the time constraints that shouldn't be a problem.

Q: Will they be able to use water or electric utilities here or do they have to provide their own generator?

A: To speed things up, they will be able to use the power and faucets at the school outside but nothing inside the school; they are to provide the temporary toilet facilities. Parking and staging will be cordoned off if needed for equipment and deliveries and City will work with them on that; barricades will be used, but no need for temporary fencing as supplies can be stored in the City's Water Plant facility next door.

Q: If we are recovering, are we mechanically attaching into the concrete deck and if so will that be an issue with the school?

A: George will work with the Principal on that but if that s part of the project, it has to be done.

Q: Is the due date June 30th or July 6th?

A: June 30th is the due date for questions; Sealed bids (original and two copies) due to City Clerk by 10:00 am on July 6th as specified.

Q: Any electrical, mechanical or plumbing issues that they don't know about or are they addressed on the prints

A: There are none anticipated

Q: If we hit anything are we liable?

A: We will address if an unforeseen item happens on a case by case basis.

Q: Are there any other issues such as needing background checks for workers since they will be around kids

A: The answer is no since the workers will be staying outside but they will need to have shirts that have the company name of the company or sub-contractor; we will discuss with the Principal to see if there are any concerns and will advise via the Minutes. Just to be clear, ALL the access points are from the **outside only**; no workers should be inside the school building. The South area where the dumpsters are located which is fenced in, is a recommended as access point.

Q: Straight Fiber-Tite? No alternates?

A: We prefer Fiber-Tite.

Q: What mil spec?

A: 50

Q: What is the warranty?

A: Twenty year.

No further questions but if there are more they will be addressed in an addendum. Mr. Martinez said there are qualifications and wants to make sure they have done single ply work before. Mr. Krawczyk said in looking at the bids, they will look at acknowledgments and sign off; whether they were at pre-bid meeting and pricing. Insurance will be set as part of the signing of the contract.

No further discussion, meeting adjourned approximately 9:20 a.m.

**Respectfully submitted,
Patricia Vancheri, City Clerk**

June 27, 2017

MANDATORY PRE-BID MINUTES

Somerset Prep Academy

Sign In

BID # 17-06-370

Re-Roof Project

9:00AM

#	Company	Name	Email	Time
1	TRIPLE H ROOFING	KAREN SARDIS	KAREN@TRIPLEHROOFING-CORP	
2	Triple H Roofing Corp	Jeff Milano	Jeff@triplehroofing.com	
3	Dedight Roofing	Adnan Veliz	adnan@dedight.com	9:30
4	Seaman Corp	Mario S Ibarra	mibarra@seamancorp.com	
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June 27, 2017

MANDATORY PRE-BID MINUTES

Somerset Prep Academy

Sign In

BID # 17-06-370

Re-Roof Project

9:00AM

#	Company	Name	Email	Time
1	Advanced Roofing	John Peak	jpeak@advancedroofing.com	9:28
2	AI Property Services	GEO MADRUGA	GEO@AIPropertyServices.com	9:27
3	Thermaseal Roof Sys	Michael HUFFMAN	M.HUFFMAN@ThermasealRoof.com	9:30
4	FoilCover Roofing, Inc	Redco Clapperton	Sammy@FoilCover.Roofing.com	
5	Tenaris Roofing Contractors	Gregory Price	GPrice@TENARISROOFING.COM	9:10
6	Walters Zwickler Assoc.	Oscar Martinez	oscar@wz-a-architects.com	9:25
7	PACE ROOFING, INC	Kevin Patterson	kpatterson@paceroofing.com	9:27
8	Thermaseal Roof Systems	Michael HUFFMAN	M.HUFFMAN@ThermasealRoof.com	
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