

Pre-Bid Garden Place Academy

Meeting Minutes of Pre Bid

June 12, 2017

Present: Jake Gaffigan, The Big SandBox
Lois Brink, The Big SandBox (via phone)
Sylvia Smith, OED
Lisa Lujan, OED
Kandice McKeon, Auditor's Office
Dennis Jasper, AJI Fence
Travis Sommervold, Designscales

Due Date for Bids: June 16, 2017, 1 pm, Garden Place

I. Attachments

Pre-Bid Meeting Agenda and Sign-in sheet for attendees.

II. Discussion

After brief introductions, Special Compliance issues were addressed by OED's Lisa Lujan (Section 3) and City Auditor Prevailing Wage Investigator Kandice McKeon (Davis Bacon Wages). The Big SandBox advised it is acting as prime project manager on the Garden Place project, but will not be performing any labor or shovel work on the job. Some volunteer efforts may be provided. As a follow up reminder, all street trees (provided by others) will be a volunteer install, as will the play equipment.

Designscales and AJI Fence both expressed experience with the policies and procedures in place regarding Section 3 and Davis Bacon Wages.

Both AJI and Designscales expressed serious concern about the viability of reaching a 45-day build schedule beginning July 1, Designscales expressed willingness to bid it as such, but at higher cost. Gaffigan encouraged Designscales to provide 45 day build as an option in the bid.

AJI expressed concerns over inconsistencies between specifications and drawings, AJI was advised by Gaffigan and Brink to delete all panic hardware on fence. Gaffigan and Brink advised the group that one of purposes of the schoolyard improvements and fence is to engage the community, not lock them out. Ms. Smith reminded the group that HUD funding was contingent upon

providing said access to the community.

Drawings and specifications will be reviewed to ensure consistency. Project walk through was limited to discussion of plans and specs, due to absence of designer Eric Crotty. Both AJI and Designsapes have previously visited site.

Meeting adjourned approximately 11:30. Am.

PRE-BID MEETING AGENDA

Project Name: GARDEN PLACE ACADEMY

Date & Time: JUNE 12, 2017, 10 AM

- Meeting Sign-in Sheet **JAKE GAFFIGAN,
THE BIG SANDBOX (PM)**

- Date, Time, and Place of Bid Opening **JAKE GAFFIGAN,
THE BIG SANDBOX (PM)**
 - Bids shall be in a sealed envelope with the name of Contractor, Contractor License Number, project name, date/time of bid opening, .
 - No bids accepted after bid time is called.

- Special Compliance **OFFICE ECO DEVELOPMENT
Lisa Lujan, Sylvia Smith**

- Bonding and Performance **JAKE GAFFIGAN,
THE BIG SANDBOX (PM)**

- Requirement to discuss any conflict between the plans and specifications and /or the project requirements/site conditions with TBS prior to the bid date. Contractor's responsibility to visit project site and docs before bidding.
- Plan issue date.
- Addenda & Contract documents

PROJECT WALK THROUGH

ERIC CROTTY (DESIGNER)

- Site conditions
 - Parking (restrictions or unrestricted)
 - Material storage requirements
 - Access to building/site
 - Use of facilities/site (restricted or unrestricted)
 - Protection of facilities and Equipment
 - Working on site (noise, safety requirements, hours etc.)

- Schedule for completion
- Nothing stated at the conference will change the project documents unless a subsequent addendum is issued.
- Recap and questions

