

ADDENDA # 1

MINUTES OF PRE-BID MEETING FOR

WESTSIDE COMMUNITY CENTER

COLUMBIA COUNTY BOARD OF COMMISSIONERS (CCBC)

This will become a part of the construction documents and requirements

February 28, 2012

Attendance was as follows:

Tommy Matthews, Project Superintendent for CCBC

Ray Hill, Financial Director for CCBC

Richanna Gonzales, Curb Worx, LLC

Ricky Crawford, Framing Unlimited

Chad Melton, Rhodes Brothers

Greg Clyatt, O'Neal Roofing

Donald Hollingworth, Holly Electric, Inc.

Walt Graham, Graham & Sons Electric

Cody Barrs, Barrs Plumbing

Rocky Ford, A&B Construction, Inc.

Lee Faulkner, Faulkner Plumbing

Donald Hardin, Vann Carpet One

Valere Davis, Pro Tech Coatings

Chris Williams, Country Comfort Htg. & Air

Mike Nicholson, Mikes Aluminum

Robert Ford, North Florida Septic

Bobby Touchton, Touchton & Son Quality Painting

Ronald Ford, Ford's Septic Service

Jeff Hardin, Wayne's Carpet

George Degler, A Proud Plumber

Jim Steiner, North Florida Acoustics

Kevin Bedenbaugh, Plumb Level Construction

William Freeman, William Freeman Construction

Matt Hentallman, Trademark Construction

Barry Joye, Southeastern Paving & Construction

Tim Nickelson, D.R. Nickelson & Co.

Jason Shine, Shine & Company, Inc.

Jim Painter, Painter Masonry Construction

Greg Bowles, Core Construction

Herb Eagan, Mayo Air Conditioning
Ronnie Kelly, Lake City Industries
Glenwood King, Glenwood King Construction
Don Reed, Don Reed Construction, Inc.
Barry Smith, Mac Johnson Roofing
Steve Williams, Insealation of North Florida
Glenn Jones, Glen I. Jones AC
Patty Spradley, Darrell Spradley Concrete Construction, LLC

Meeting was opened at 10:00 AM, February 28, 2012. The following items were discussed as a highlighted version of the Bid Package.

SCOPE AND LOCATION OF PROJECT

Project is located just off US 90 West on Birley Road. It is on a 20 acres and the building site is mostly concealed from view at this time.

LOCAL PREFERENCE

The owner reserves the right to award to a LOCAL BUSINESS that submitted the lowest responsive and responsible bid that was not greater than five percent (5%) of the otherwise lowest responsive and responsible bid amount.

BIDS

All bids must use the Proposal Form attached within the Bid Package enclosed in a sealed envelope which shall be clearly labeled "Bid Enclosed" and be identified with the project name, number (2012-B) name and address of the Subcontractor and what Scope they are bidding. If bidding multiple scopes, each shall be place in a separate envelope.

BID OPENING

The bid opening will be 3:00 PM, March 8, 2012 at 1114 SW Kuhn Rd. in Lake City. This is located at the Southside Sports Complex in the Coach's Building near Summer's Elementary School.

BIDS DUE

Bids are due on March 8, 2012 at 2:00 PM and are to be delivered to the County Commissioners Office at the Court House Annex located at 135 NE Hernando Ave., Suite 203, Lake City, Florida.

RFI's

March 1st will be the last day for RFI's. Please send in writing either by fax or e-mail for a quick response. These questions and answers will be posted as an addendum if they cause any substantial change in the scope of the project.

BID EVALUATION

Bid evaluation shall be based on the following criteria:

1. The qualifications of the Subcontractor
2. The bid amount
3. Experience/Past Performance
4. Financial stability of the Subcontractor
5. Submission of all required documentation as required with the Bid Package

SAFETY

This will be a hard hat job. The Subcontractor shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work. The Subcontractor shall at all times comply with the regulations set forth by federal, state, and local laws, rules, and regulations.

SCOPE OF WORK

The Owner reserves the right to direct purchase any materials required for this project. All bids must include sales tax for materials. Direct Purchase will be decided after bid is received and Subcontractors are selected. The scopes will supersede the design drawings in all trades.

WARRANTIES

All equipment warranties shall become effective on the date of Substantial Completion regardless of when actual start-up/installation date(s) occurred.

HOISTING, UNLOADING, ETC.

All subcontractors will be responsible for their own hoisting, unloading, receiving and proper storage of materials.

SECURITY

Locked access will be provided to the extent of keeping uninvited visitors from accessing off Birley Road.

STORAGE

Storage trailers will be allowed as long as it is coordinated through the Project Superintendent.

FRAMING CONTRACTOR

Framing subcontractor will be responsible for providing means for hoisting trusses, etc.

RESPONSIBLE SUPERVISOR

Requirement is that the subcontractor will provide someone in charge at all time when working on the job. He will be able to speak for the subcontractor and make decisions as needed. He can be a working supervisor and must let the Project Superintendent be aware of his position.

MEETINGS

From time to time, we may have coordination meetings on site at the call of the Project Superintendent. This could be for a two or three week look ahead and involve subcontractors that have not yet mobilized.

CLEAN UP

Dumpsters will be provided by the County. At the call of the Project Superintendent, if trash becomes unsightly, subcontractors that have been on site recently may be called upon to provide a cleanup person for the time required to cleanup. See Bid Package for more details.

MATERIAL DELIVERIES

All material deliveries must be coordinated with the Project Superintendent. The Superintendent will not accept or sign for a subcontractors deliveries.

AS-BUILTS

The Mechanical, Plumbing and Electrical Subcontractors will be responsible for red lining as-builts and providing these drawings to the Project Superintendent at the close of the project.

BID PROPOSAL FORM

Within the Bid Documents is the form necessary to Bid (Request for Bid). Be sure to indicate for which trade you are bidding. Use a separate Bid Proposal for each trade you are bidding. Write in the addendums you have read and understood. Include the amount of your bid. If you sublet any part of your bid, indicate what company you will be using and what type of work they will be responsible for. If any Alternates apply to you, indicate the amount that reflects that change. Sign your bid. You should have a total of six pages in each bid.

COMPANY QUALIFICATION STATEMENT

Include the company qualification statement (4 pages) with each individual bid.

INSURANCE REQUIREMENTS

Insurance certificates will not be required at time of bid. If automobile insurance is not included on Company Insurance Certificate, then your personal auto policy insurance

agent must provide a certificate of coverage for the vehicle you plan to use at the site, indicating the vehicle make and model.

Workmen's Compensation insurance exemptions for subcontractors that do not have workmen's compensation insurance are within the legal guidelines for exemption, will be required to sign a "Hold Harmless Agreement" with the county.

Leased employees will require an insurance certificate from the Leasing Company indicating the employees on site that are covered. The leased employees shall have identification so as to be checked or they will be required to leave the site.

SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

Anticipate that the Project Superintendent may ask for Shop Drawings, Product Data and Samples within the guidelines stipulated in the Bid Documents, especially if you think you may want to use a substitute for what is required in the Construction Documents.

TEMPORARY ELECTRICITY

Florida Power & Light may be delayed on providing electric to the site in a timely manner. The concrete subcontractor should anticipate providing their own generator power. If at the time the framing begins and the County has not had power installed, the County will provide power or ask the framing subcontractor to supply, at a negotiated cost to the County.

WORKING HOURS

Working hours shall be 7:00 AM to 4:00 PM. The only time we consider a different schedule shall be during concrete pours. The Project Superintendent may consider other options on an as needed basis.

PAYROLL

No "Certified Payroll" or "Davis Bacon" wages are required.

TRADE SIGNS

No trade signs will be allowed to be posted on site.

PAYMENTS

Schedule of Values (SOV) will be required for trades that have a complex work and pay cycle. The Project Superintendent will approve the SOV prior to an invoice being submitted.

The schedule should be broken down into at least a sufficient amount of detail that will allow clear demonstration of the actual completed work. Prior approval of the detailed schedule of values should be obtained prior to submitting the first invoice.

The County will make bi-weekly payments based on percentage of completion. Invoices must be received and approved no later than Monday on the week of the County's check run. A ten percent retainage shall be held for each payment and will be released or reduced when the project superintendent determines it is appropriate.

DIRECT PURCHASES

The County plans to direct purchase materials from the contractor's supplier by issuing a purchase order directly to the supplier, at the same time issuing a deductive change order to the contractor for the amount of the materials plus seven percent. The threshold for pursuing direct purchase will be approximately +/- \$ 5,000. This amount will be for a single vendor and not multiple vendors for the same Subcontractor.

The Trade Contractor will retain the responsibility of providing and the guarantee of the material and will not hold the Owner responsible in any way except for payment up to the amount of the direct purchase.

MATERIAL SUPPLIERS

The Mandatory Pre-Bid does not apply to 'material only' suppliers. Quotes will be obtained for materials furnished for the project by the Owner. Anyone interested can offer quotes to the Project Superintendent.

POST MEETING RFI

Question:

Should joints be caulked on Hardiboard Siding?

Answer:

Apply caulking at joints in the Hardiboard Siding based on the manufacturers recommendation.

See the following Web site, page 2.

<http://www.jameshardie.com/pdf/install/hardiepanel-hz10.pdf>