



# MEETING MINUTES AND ADDENDUM NO. 1

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## PRE-BID MEETING FOR SOUTH VALLEY WATER RECLAMATION FACILITY LABORATORY REMODEL AND EXPANSION PROJECT

**Date of Meeting: November 27, 2018**

**Time: 10:00-11:30 AM**

**Date of Minutes and Addendum: November 28, 2018**

### Attendees:

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<b>SVWRF</b> Taigon Worthen Sherry Sheffield	<b>NJRA Architects</b> Paul Hirschi	<b>Bowen Collins &amp; Associates</b> Bob Mayers
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### MEETING MINUTES AND ADDENDUM NO. 1

The following minutes record and document selected discussions that occurred during the pre-bid meeting at the South Valley Water Reclamation Facility for the Laboratory Remodel and Expansion Project that is planned bid on December 11, 2018. These contents are considered official and formal communications regarding the project and present guidance that bidders may rely upon in preparing proposals. Information herein may modify and/or supersede that which was provided in the bidding documents issued earlier.

### DISCUSSION ITEMS

1. A revised project start date of 04/15/19 has been established for all work, whether interior or exterior to the existing laboratory building. No early start will be authorized for any portion of the work, except to establish and secure staging areas and protect stored equipment and materials. The Notice to Proceed date is still expected occur on or before 02/01/19 so that submittals, materials and equipment purchase, storage activities, etc. can be initiated.
2. A revised completion deadline of 11/15/19 for all work has been established.
3. 1-2 addenda per week are anticipated prior to bid.
4. The latest time and date for receipt and consideration of addenda items is noon, 12/06/18, with the final addendum issued by 5:30 PM on that date.
5. No pre-approvals will be considered.
6. The designated staging and parking area includes the west property outside the plant gate, the west portion of the lawn area in front of the lab construction zone (if desired by contractor) and the north side of the west parking lot. Contractor shall provide chain link security fencing around all work and storage/staging areas. Contractor shall not impede vehicle traffic and/or parking on the south side of the west parking lot.

7. Bids shall include sales taxes.
8. No additional or special noise constraints are anticipated at the time of this writing.
9. Contractor may obtain temporary construction power from SVWRF using its own equipment, materials and electrician to accomplish and maintain the hookup. No significant disruption or other impact to current and continuing power usage at SVWRF will allowed. Coordinate with SVWRF staff regarding location and timing for the connection.
10. No asbestos or other abatement is currently included. If discovered to be needed, then requirements and compensation for this work will be determined at a later date and subject to a change order.
11. SVWRF will contract and pay for special inspection and materials testing. Contractor shall coordinate with the selected firm (to be determined) and schedule field tests, sampling and inspections.

#### **MEETING AGENDA AND PROJECT DATA**

The meeting agenda and project data sheet are attached.

#### **ATTENDANCE LIST**

The pre-bid conference attendance list is attached.



# MEETING AGENDA

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**South Valley Water Reclamation Facility  
West Jordan, Utah  
Laboratory Remodel and Expansion Project – Mandatory Pre-bid Meeting**

**Date:** November 27, 2018

**Place:** SVWRF Board Room

**Time:** 10:00 AM MST

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## **Introductions**

- SVWRF Staff
- Bowen, Collins & Associates Staff
- Contractors

**Attendance List** – Circulate, fill out information and return. Copies will be provided by addendum on SVWRF web site.

**Meeting Minutes** – Will be provided by addendum.

**Project Data Sheet** – Available at Pre-Bid Meeting.

**Laboratory Furniture and Equipment** – Owner furnished and installed unless otherwise indicated.

## **Anticipated Schedule**

1. Notice to Proceed and commence submittals and exterior work with no impact on laboratory operations – February 1, 2019.
2. Commence interior work when laboratory has been vacated by Owner– May 1, 2019.
3. Final completion – September 30, 2019.
4. Move back into laboratory by Owner – October 1, 2019.

**Bidding** – See Bid Schedule. Single lump sum amount.

**Work Hours** – 7:00 AM to 5:30 PM, Monday through Friday.

**Building Permits** – By Contractor. SVWRF will pay fees.



## PROJECT DATA

Project Number: 177-18-01

Project Manager: Bob Mayers, P. E.

### Basic Project Information

1.	Title of Project:	South Valley Water Reclamation Facility Laboratory Remodel and Expansion Project					
2.	Advertising Date:	November 15, 2018 and continuous thereafter on SVWRF Web Site					
3.	Bid Opening Date:	December 11, 2018	Time	2:00	P.M., MST		
4.	Person or Office to Receive Bids:	SVWRF Reception Office					
5.	Address Where Bids will be Received:	7495 South, 1300 West, West Jordan, Utah 84084					
6.	Specific Location of the Work:	Same as above					
7.	Brief Scope of Work:	Laboratory Remodel – See documents.					
8.	Unit Price:	--	No. of Bid Items	--	Lump Sum	X	
9.	Finish Date:	September 30, 2019					
10.	Wage Rate Requirements:		NO	State	--	Federal --	
11.	Public Works Projects:		YES	Agency	South Valley Water Reclamation Facility		
12.	Bid Bond:	YES		Amount \$	5%		
13.	Performance Bond:	YES		Amount \$	100%		
14.	Payment Bond:	YES		Amount \$	100%		
15.	Liquidated Damages:		YES	Amount \$	1,000.00	per day	
16.	See Drawings:	Download electronically.					
17.	Obtain Plans/Specs:	Download electronically.					
18.	Cost of Plans/Specs:	Electronic	\$0.00	Printed	\$50.00		
19.	Estimated Cost of Construction:	\$850,000					



## PRE-BID CONFERENCE ATTENDANCE LIST

Owner:	<u>South Valley Water Reclamation Facility</u>	Date:	<u>November 27, 2018</u>
Project:	<u>Laboratory Remodel and Expansion Project</u>	Job No:	<u>177-18-01</u>
Location:	<u>West Jordan, Utah</u>	Time:	<u>10:00 AM</u>
Subject:	<u>Pre-Bid Conference</u>		

	NAME	REPRESENTING	PHONE #	FAX #	EMAIL
1.	<u>Jared Searcy</u>	<u>Commercial Mechanical</u>	<u>801 977-3925</u>	<u>801 977-3928</u>	<u>jsearcy@cmssutah.com</u>
2.	<u>Bob Paulsen</u>	<u>PAULSEN CONSTRUCTION</u>	<u>801-484-5845</u>		<u>BOB@PAULSENCONSTRUCTION.COM</u>
3.	<u>David Lancaster</u>	<u>VanCon</u>	<u>385-224-6738</u>		<u>bid@wedigutah.com</u>
4.	<u>Rex Sorenson</u>	<u>Commercial Mechanical</u>	<u>801 953-6710</u>		<u>Rex@cmssutah.com</u>
5.	<u>Taigon Worthen</u>	<u>SVWRF</u>	<u>801-546-7711</u>		<u>tworthen@svwater.com</u>
6.	<u>PAUL HIRSCH</u>	<u>NJRA ARCHITECTS</u>	<u>801-364-9259</u>		<u>pauhir@njraarchitects.com</u>
7.	<u>Bob Mayers</u>	<u>BCTA</u>	<u>801-495-2224</u>		<u>bmayers@bowencollins.com</u>
8.	<u>Sherry Sheffield</u>	<u>SVWRF Lab</u>	<u>801-495-5475</u>		<u>ssheffield@svwater.com</u>
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10.					
11.					