



FOUNDED 1911

## PRE-BID MINUTES OF MEETING

November 7, 2018, 10:00 AM at Salt Springs Office

PRESENT:	REPRESENTING	NAMES
OWNERS REPRESENTATIVE(S) ORG.		Dave Loper Bryan Gunter Frank Holmes
	BAME HECK ARCHITECTS INC.	Mick Richmond Mike Russell

Dave Loper started a sign in sheet that was passed around the room. Turned meeting over to Mick with Brame Heck. Mike passed out a handed out a Pre-Bid meeting Agenda.

Brief introductions were done, moved to project description and work. Mick went over the project team, the project and scope of work. Stated this was the 5<sup>th</sup> office building project to be built with this set of prints with minor updated revisions. This one was slightly expanded and this one doesn't have a warehouse. This site is an existing site and will require the demolition of three buildings. An existing two-story building, a credit union and a wood framed house.

Plans and specs were disturbed thru Dave and via a link as part of the invitation to bid. CD;s are available from the architect for \$25. There are currently \$255,000 of Allowances for the project and a Unit price for unsuitable soils. An additional allowance maybe added due to the hazardous materials report that is forthcoming. It will be issued as part of an addendum. A demo permit will most likely be pulled separately. Architect to review permit fees and see if the allowance will cover the cost.

Bidding questions to be sent to the architectural office of Brame Heck Architects (Mike) [m.russell@brameheck.com](mailto:m.russell@brameheck.com) & Mick [m.richmond@brameheck.com](mailto:m.richmond@brameheck.com) They will then distribute the questions and provide an answer. All questions need to be in no later than 11/16/18. A bid addendum will be issued no later than Monday the 11/19/16.

All bids are due by **Tuesday November 27th at 2:00pm** and can be sent via email to Dave Loper of Clay Electric. This was changed from Monday the 26<sup>th</sup> due to the Thanksgiving holiday. An electronic bid is OK rather than hand deliver. Just provide a copy of the 5% Bid bond as requested in the package. Bid forms to also include a list of sub-contractors. Follow up with a hard copy of the bid bond within 24 hours to Clay Electric. The board will meet on Thursday November 29<sup>th</sup> to approve the cost and move forward with construction. The contractors will be notified shortly thereafter as to who was awarded the project.

Project is slated for 240 calendar days or 8 months per contract documents. Demolition and Abatement will add additional time to the project and to be determined by the contractor. Approx 2 months. Owner wishes for demolition to start soon after project is awarded. A question was asked about an existing floor plan. Bryan Gunter said yes, but wouldn't guarantee it was an as built document as the building has been added to and revised many times over the years. Bryan also mentioned that a lot of employees would like some of the salvaged materials like doors, but is getting a long list now. After discussion it was decided not to do any selective demolition as part of the bidding, but if the owner really wanted to salvage materials it could be discussed with the awarded contractor. Project is not LEED. Building currently still has power and utilities still connected. Mike Grantham mentioned once the power is turned off the building would be open as some doors are being held closed by mag locks. Owner to disconnect halon system before demolition.

Annual meeting is in March where a few days of limited work or noise is requested. Bryan asked that the site be secured and fabric added to construction fence for visual screening. Use of the existing site fence can be utilized during construction. Large vehicles coming and going from the site need to be coordinated with the owner due them still

A quick mentioned of the need to provide and maintain the proper liability and builders risk insurance and also briefly touched on safety for the project.

A few questions about permits were asked. Site permits we are still waiting on, but don't expect any issues. Building permit has not been done. Architect to begin the process of getting sign and sealed plans and specifications together.

Possible soil contamination was discussed. The architect was unaware of any identified areas of concern. However, due to the age and type of building, the presence of contaminated soils on the site is possible.

Architect to check on future solar panels and how that impacts the roof warranty and providing any conduits required for wiring it to the roof. Shouldn't be an issue as standing seam metal roof are the best way to attach solar panels with a clip.

Chuck Austin asked about how they were to have any subs come in and look at the existing building who to contact. Bryan said him, Dave or Mike Grantham.

Adjourned from meeting to review the site and existing building and what is required for demolition (project area tour)

Respectfully submitted,



Mike Russell LEED AP BD+C  
**Brame Heck Architects Inc.**  
(F:\3702150\FRM Minutes-Prebid-11.07.18)

NOTE: Minutes are written in paraphrase. If any additions or corrections are needed, please notify Architect immediately. The Architect will incorporate decisions and conclusions listed herein unless otherwise directed.

cc: All bidders on list.



# CLAY ELECTRIC COOPERATIVE, INC.

**SIGN IN SHEET**

**DATE: November 7, 2018**

**Construction Services – Clay Electric’s New Keystone Heights District Office**

Company Name	Contact Name	Title	Phone Number	Email Address
GRAY CONSTRUCTION	JOE WHITE	PRECON MGR	(352) 463 3939	JWHITE@GRAY-CONSTRUCTION.COM
Joyner Construction	Chuck Austin	Proj Manager	352-332-8171	CAUSTIN@214@MSN.COM
Earthwork LLC	PAUL HUFF	Estimator	352 260-7342	estimator@earthworkllc.net
CPPI	Cole Studstill	Proj Eng	352-661-9990	Cole.Studstill@CPPI.COM
BBI Construction N	Mike Winn	Sr. Estimator	352-872-5414	M.Winn@bbi-cm.com
BBI Construction Man.	Chris Trowell	Vice President	352-538-4231	C.trowell@bbi-cm.com
Thomas May Construction Co.	Tripp Watts	Roofing Division Manager	904-272-4808	twatts@tmay.net
THOMAS MAY CONSTRUCTION	BRANDON WARNER	PROJECT MANAGER	904-272-4808	bwarner@tmay.net
BRAMBLE HARK ARCHITECTS	MICK RUSSELL	PROJECT ARCHITECT	352-372-0425	M.Russell@bramblehark.com
BRAMBLE HARK ARCH.	MICHAEL RUSSELL	PROJECT MANAGER	352-372-0425	m.russell@bramblehark.com
J.E. Decker Const.	Ginger West	Project Eng	352-448-1428	gingerw@jedeckerconstruction.com



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### Construction Services – Clay Electric’s New Keystone Heights District Office

Company Name	Contact Name	Title	Phone Number	Email Address
Parrish McCall Constructors	Kellie Bryant	Estimator	352-318-1571	kbryant@parrish-mccall.com
Clay EC	Frank Holmes	COO	352-473-8000	fholmes@clayelectric.com
E. VAUGHAN RIVERS INC	MARK STASCHKE	ESTIMATOR	904-264-0123	ESTIMATING@RIVERSCONSTRUCTION.COM
E. VAUGHAN RIVERS, INC.	STEPHEN RIVERS	VICE PRESIDENT / PROJECT MANAGER	904-264-0123	STEPHEN@RIVERSCONSTRUCTION.COM
Clay Electric	Dave Loper	Purchasing Manager	352-473-8000 x 8298 <del>352-494-6281</del>	dloper@clayelectric.com
CLAY ELECTRIC	BRYAN GUNTER	PROJECT MANAGER	(352) 473-8000 x 8579	bgunter@clayelectric.com