

PRE-BID NOTES

BID #1012172

Agenda - Attached

Pre-Bid Notes

- Fire station is currently in a double-wide trailer and must be maintained during construction
- Contractor can visit site but cannot ask questions of fire personnel at station
- Questions and answers will be posted on Monday before closing
- Addendums and any information will be posted on Stafford County Purchasing Website, eVA, and FTP site.
- Notice the amount of the liquidated damages, construction, and percentage GC is responsible for performing
- Fees – Trade fees and building fees are the responsibility of the contractor
- County is responsible for the tap fees
- Moving of utilities fees
 - o VDOT permit fee
 - o Sprinkler – GC fee
- Water and sewer hookup paid by county
- Dominion Power, Verizon, and Comcast working on tying together by school
- Third party testing – ECS will be responsible
- Addendum #1 – will be issued soon
 - o 1 original is all that is required
 - o Clarify fees
- Permit review comments are coming
- Political project that is needed to start on time

County of Stafford
PRE-BID MEETING
PROJECT: STAFFORD COUNTY FIRE STATION 14
September 26, 2017, 10:00am - Activities Room –

PRE-BID CONFERENCE

1. Welcome / Introductions
 - a. Stafford County Public Construction a Division of Public Works will be managing the project.
 - b. Peck, Peck and Associates are the Architects for the Project. Carissa is the project manager for this project.

2. Overview of the Project
 - a. General overview of the project
 - b. All bid questions must be received in writing, via email, and must be addressed to Kathleen Fox, Construction Manager. See bid documents for contact information. Questions can be cc'd to Ms. Anita Perrow. (see Information for Bidders section)
 - c. All bids must be received before 2:00pm on Thursday, October 12, 2017, in the County Purchasing Office. See bid docs for details.
 - d. All questions, in writing, must be received by **4pm on Thursday, October 5, 2017**. All addendums and answers to questions will be posted at a minimum 3 days before bids. No answers to questions received via phone call or directly to the design team.
 - e. Please read bid docs including contract carefully as the county has changed the information and format with this bid. Change in actual bid form.
 - f. Bid information is on-line, no paper copies available. Contact Terry through link in bid ad or visit her upstairs on the 3rd floor in the Transportation office. She will provide the link and password for access to the files.
 - g. Check website often as addendums and updated information will be posted there only. The sign-in sheet from today's pre-bid as well as the ongoing plan holders list will be posted online.
 - h. Site visit is allowed however please do not block in anyway access to or from the current station. Do not ask questions of the team stationed there as they will direct you back to our office.

- i. Note LD's on project (Article C-4)
 - j. Project completion – 400 Calendar days. This includes holidays, weekends and allows for weather.
 - k. 30% of work by the GC. Require after award a submittal with breakdown of work performed GC and Subcontractors
 - l. This is a phase project as access to and from current site MUST be maintained at all times. County will contract separately the current building removal once staff can move into new building. The current 'garage' will be relocated further back onsite once the trailer is moved – also by County under separate contract. Also due to the phasing the schedule will be even more important on this project so plan accordingly.
3. General notes and comments:
 - a. Note Equal products requirements in the bid documents.
 - b. County will be supplying the generator and switch. GC responsible for unloading and installing.
 - c. County will contract with 3rd party inspection firm for the project.
 - d. Contractor responsible for all permits and scheduling of inspections. County has started the permitting for review purposes but GC will have to change name on permit and pay all fees.
 - e. GC rep who can direct work must be onsite with subcontractors.
4. Questions from Contractors related to the Bid Process
5. Confirmation and Reminder of Bid Date, Time and Location
6. Contractors responsibility to check the website for any additional information or addendums.
7. Notes and sign-in sheet will be posted