

**Pre-Bid Conference Minutes
Warm Springs WMA
Cold Storage Building
FWP #7135359**

January 21, 2021
10:00 am
Warm Spring WMA Headquarters
Warm Springs, Montana

Attendees:

<u>Affiliation</u>	<u>Name</u>	<u>Phone #</u>
EPICC, LLC	Erick Prather	406-550-0872
Bentley Construction Co.	Bob Bentley	406-494-4501
Diamond Construction	Nicki Aldrich	406-495-7178
Elite Electrical	Eric Wixsten	406-498-8645
Montana FWP	Jamie Mongoven	406-841-4011
Montana FWP	Brady Shortman	406-693-9083
Montana FWP	Adam Sieges	406-693-9083
Larson Civil Engineering, LLC	Jeff Larson	406-443-6111

Introduction:

Jamie Mongoven was introduced as the FWP Project Manager, Brady Shortman and Adam Sieges were introduced as FWP staff, and Jeff Larson was introduced as the Project Engineer.

- **Bid Date**
Bids will be opened on Wednesday, February 3rd, 2021, at 3:00 p.m., at the Montana Fish, Wildlife and Parks, Design and Construction Section Office in Helena.
- **Mail Bid to:**
Address to mail bids is 1522 9th Avenue, PO Box 200701, Helena, Montana 59620-0701.
- **Montana Gov Delivery:**
Bid documents are found on-line at:

<http://fwp.mt.gov/doingBusiness/DesignAndConstruction/upcomingBidOpenings.html>

Sign up on the FWP **Upcoming Bid Opening Page** to receive all changes to and updates to the website. Receive e-mail notification of new projects, addendums, and pre-bid sign-in sheets posted to the FWP website. (Sign up

under **Design & Construction**; if you sign up under Fish, Wildlife & Parks it will give you everything happening in all of Montana Fish, Wildlife & Parks).

- **Contractor Registration**

Contractor Registration with the Department of Labor and Industry is not required to bid the project. However, registration is required prior to signing contracts.

- **Bid Package Submittal**

Bid shall include all items listed in Instruction to Bidders including:

- Sealed envelope with project description and address
- Bid Proposal
- Bid Security
- Federal Debarment Form
- Acknowledgement of Addenda

Bids can be modified or withdrawn up to the bid opening. Contractors were warned to make sure bids are sent early as the State Mail system can delay delivery of bids.

- **Bid Bond – 10% of Total Bid**

Bid security may be in the form of bid bonds, cashier's check, certified check, or bank money order payable to the State of Montana. Personal checks will not be accepted.

- **Performance Bond and Labor and Materials Bond**

The successful bidder will be required to provide a Performance Bond and a Labor and Materials Bond in the amount of 100% of the bid.

- **Insurance**

The successful bidder will be required to provide insurance as listed in the Contract Documents. Liability insurance shall be \$1 million per occurrence and \$2 million aggregate. Insurance must cover vehicles used by the company. Listing the State of Montana as additional insured is required.

- **Review Proposal Items**

The base bid for this project includes the building and building foundation.

The following are the additive alternates included in the bid proposal:

- Additive Alternate #1 – Ceiling and Exterior Walls Insulation and Sheet Rock
- Additive Alternate #2 – Overhead Door Operators and Unit Heaters
- Additive Alternate #3 – Concrete Apron
- Additive Alternate #4 – Interior wall

Award will be made to the lowest responsible bidder. Additive Alternates will be accepted in consecutive order.

- **Project Budget**
The construction estimate for this project is roughly a \$175,000.
- **Fish, Wildlife and Parks Supplied Materials**
Fish, Wildlife and Parks is not supplying any materials on this project.
- **Project Schedule**
Contract time is 90 calendar days. Project will start after the contracts are signed, the building design is prepared, the building permit is obtained, and the building package is ready for delivery. Liquidated Damages are \$400 per calendar day (corrected from \$50 amount presented at meeting).
- **Addenda**
An addendum will be issued soon to address conflict amounts for contract time and liquidated damages. The addendum will also include any other items resulting from questions posed during the pre-bid meeting. Addenda will not be posted after January 29, 2021. Contractors were reminded to sign up for notification on the Design and Construction website.
- **Interpretations and Substitution Requests**
Interpretations and Substitution Requests are due in writing, by Monday, January 25th.
- **Montana Prevailing Wage Rates**
The project is subject to Montana Prevailing Wage Rates.
- **One Year Warranty**
The project is subject to a one-year warranty period.
- **Payment**
Pay Requests will be processed on a 30-day frequency. The standard 5% retainage will be withheld until the project is accepted as final. All payments are subject to the 1% Department of Revenue withholding. Final payment will be release after all punch-list items are complete and closeout paperwork is submitted.
- **As-Built Drawings**
The Contractor will be required to maintain a set of As-Built drawings; they are considered to be a part of the Close-out documents.
- **Supervision**
The Contractor is required to have a qualified supervisor on-site during construction.
- **Federal Debarment Form**
A Federal Debarment Form is required for this project.

- **Site Responsibilities**

Staking is the responsibility of the Contractor. Construction limits are limited to the area surrounding the building site. Disturbance shall be minimized to extent reasonably possible. Clean equipment before entering the site.

- **Special Provisions and Drawings**

- The Contractor is required to provide sanitary facilities for workers as described in Special Provision #12.
- Construction Note #10 of the Drawings – Contractors were referred to testing frequencies and requirements.
- Construction Note #11 of the Drawings – The Contractor is required to provide building drawings and structural calculations.
- Construction Note #12 of the Drawings – The Contractor is required to obtain a building permit from the State.

Contractor Question and Answers:

Question: Does footing and foundation note #3 on sheet C4 stating the Footing shall be designed independent of the floor slab apply?

Answer: No, the foundation is a monolithic slab.

Question: Does the termite clause in concrete specification apply?

Answer: No.

Question: Will the existing building slabs that conflict with construction be removed by the Owner?

Answer: No, this work will be added to the project by addendum.

Project Walkthrough:

Contractors were walked through the project area.