



PRE-BID MEETING MINUTES

February 16, 2016

PROJECT: TP Industrial Site - Spec Building #3
TBG Project # 16634



1. Introductions:

- a. Owner: Meigs County Community Improvement Corporation
 - i. CIC Project Contact: Perry Varnadoe, (740) 992-3034, director@meigscountyohio.com.
 - ii. The Buckley Group Criteria Engineer: Ryan Buckley, (740) 589-5001, rbuckley@buckleygroupllc.com

2. Bids/ Proposals:

- a. Sealed Bids will be received: **March 1, 2016, 2:00 PM @ 238 W Main Street, Pomeroy, OH 45769**
- b. Pre-Bid questions must be submitted in writing to the Criteria Engineer by **February 24, 2016, 12:00 PM.**
- c. Plans and Specifications may be purchased from The Buckley Group, Phone 740-589-5001, Electronic drawings and specifications are available at no charge.
- d. One copy of each Bid must be submitted on the prescribed form in a sealed envelope.
- e. If mailing the proposals, DO NOT rely on mail to deliver them overnight before bid time. Please hand deliver to the Owner at which time they will be hand stamped with date/time.
- f. Bid Opening will be performed by the Owner at a later date.

3. Completion Date:

- a. Contract award is expected within 45 days of project bidding.
- b. Substantial Completion of project by 270 days after agreement.

4. Conditions of Work

- a. Project will be constructed under one lump sum contract to include design, permitting and construction of proposed building and site work.
- b. This project is exempt from State and Federal Prevailing Wage Rates.
- c. Material purchased for use or consumption in connection with the proposed work will be exempt from the State of Ohio Sales Tax. Successful bidder will be issued a tax exempt certificate for use on this project.
- d. Pay applications are to be monthly using AIA forms G702 and G703.

5. Description of Work:

- a. This project is a design-build project.
- b. Contractor shall provide a complete design build project including design development, engineering design, construction permit documents produced by a registered design professional, permits and approvals from the State of Ohio, submittals of produced products, and supervision, supply, and construction of final approved design.



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buckleygroup
engineering + surveying

1. General overview of project

- Site Work:
 - i. General grading for building and pavements
 - ii. Pavements
 - iii. Topsoil shall be replaced in disturbed areas outside of the pavement and building and seeded to lawn
 - iv. Storm Sewer for Building and Pavements
 - v. Site Utilities - Electric, Gas, Water, Sewer, Communication
- Building:
 - i. Concrete Foundations with insulated concrete on concrete block frost walls
 - ii. Pre-engineered metal building with 26 gauge painted metal wall panels and 24 gauge galvium finish standing seam roof panels
 - iii. Concrete masonry wainscoat at office.
 - iv. Building envelope to have insulation and vapor barriers, minimum design per 2009 IECC.
 - v. Reinforced concrete slabs with interior concrete to be minimum 3500 psi. See specifications for flatness and levelness requirements
 - vi. Office walls, restrooms and mechanical room walls and ceilings to be drywall with level 4 finish and paint.
 - vii. Office ceiling to be suspended acoustical panels.
 - viii. Building to be fully sprinkled per NFPA 13 including minimum monitoring system
 - ix. Egress swing doors interior and exterior to be painted hollow metal with hollow metal frames.
 - x. Overhead doors to be insulated sectional panel doors with interior liner panels.
 - xi. Windows are to be fixed Low-E glass with aluminum thermally broke frames.
- MEP Building Services:
 - i. All utility tap fees and meter costs to be included
 - ii. Supply water as required for sprinkler system, 3/4" diameter metered domestic water supply
 - iii. Building waste to connect to sanitary as shown on the drawings
 - iv. Plumbing fixtures including supply and waste
 - v. Heating and cooling in the office/restroom/mechanical area
 - vi. Metered natural gas supply to building and distribution
 - vii. Electrical service to building and distribution
 - viii. LED exterior lighting and fluorescent interior lighting
 - ix. Power devices and equipment power
 - x. 2 EA 3" data conduits from utility pole
- Alternates
 - i. Concrete Drive Aprons
 - ii. Concrete at Lower Parking Area



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- Allowances
 - i. \$5,000 - Independent Soil Testing
 - ii. \$8,000 - Landscaping

2. Building Codes

- 2011 Ohio Building Code
- 2011 Ohio Mechanical Code
- 2011 Ohio Plumbing Code
- NFPA 70-11 National Electric Code
- ICC A117.1-2009

3. Submittals

- Shop drawings for engineered systems and equipment
- Cut sheets for doors/hardware, finishes, plumbing fixtures, mechanical equipment, electrical equipment and fixtures
- Submittals when materials or assemblies have an associated color, finish or texture to be selected by the Owner

4. Contract Close-Out

- Execute final cleaning prior to final inspection by Owner
- Provide schedule for final punch list items and execute
- Provide project record documents including permit drawings and copies of building material submittals
- Provide copies of any applicable warranties



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General Information:

- The entire site indicated for new work will be available for construction activities
- The adjacent roadway is available for transportation, any closures of the roadway shall be coordinated with the Owner.
- Temporary Electric power supply and potable water supply shall be by the contractor
- Contractor to provide and maintain exterior portable sanitary facilities for the duration of the project.
- Drawings provided:
 - A100 - Floor Plan
 - A200 - Building Elevations
 - A300 - Building Sections
 - E100 - Electrical Plan
 - M100 - Mechanical & Plumbing Plan
 - C101 - Existing Site Plan
 - C102 - Site Plan
 - C103 - Grading & Drainage Plan
 - C104 - Site Details
 - C105 - Utility Details
 - C106 - Erosion Control Plan

Questions:

- **Addendums will be emailed to the listed plan holders and the Owner.**
 - Building Classification for sprinkler system design?
 - Information to be provided in Addendum
 - Site water flow tests
 - TBG has contacted Tupper Plains-Chester Water District and will include flow tests in Addendum
 - Geotechnical Report
 - A geotechnical report was prepared by Geotechnical Consultants, Inc. A copy of the report is available via email.