



Meeting Minutes

Date: September 21, 2018

Meeting Date: September 20, 2018

Subject: Bid Walk

Meeting Location: Marengo Ranch Elementary

Attendees: (see below)

Meeting Time: 2:00 PM PST

Project: Marengo Ranch Elementary

Project Number: 17233

Present:

Lois Yount (GJUESD)	Jennifer Porter (MRES)	Stan (MRES)
Kim Johnson (PBK)	Jessica Edwardson (PBK)	Robert Lewis (Pro Builders)
Chris Fordham (Division 515)	Cathy Munoz (Diede Construction)	Silas Nigam (SB James)
Obafemi Oniyinde (FH Construction)	Steve Hay (DLC)	Sarah Wilkins (Bobo Construction)
Brandon Bucher (Capitol Valley Elec)	Alicia Halliday (BHM Construction)	

Distribution:

All Attendees	Gary Gery (PBK)	File 2B

I. Items Discussed

1. Kim introduced the project and confirmed that all of the questions were due by 10am on Monday, September 24th. She clarified that there were three portions of the drawing set; the original DSA approved package, the not-yet-DSA-approved addendum #01 and the non-DSA-approval-required addendum #02.
2. It was asked if an engineer's estimate would be provided. Lois stated the district would not provide an engineer's estimate.
3. There was a question regarding construction duration. Lois confirmed that the time frame was 18 months. She noted that the Lease-Lease Back Contracts needed to be submitted to the board on October 24th and then construction would commence afterward.
4. Kim noted that the project would be phased, with construction occurring one building at a time to allow for relocation of students during construction. She added that the Administration building and the Multipurpose Room would need to be renovated together over summer. Kim stated that the phasing information was included in the documents.
5. Lois informed the group that the Inspector of Record was Tod Kelley.
6. There was a question about the preconstruction services items in the RFP. Kim and Lois confirmed that there will be no preconstruction services for the project since there are DSA approved plans. Lois stated that there would be clarification regarding the RFP language in Addendum #03.
7. It was asked if there was a definition of the General Conditions, since it was not in the RFP. Kim confirmed that the General Conditions are outlined in the Specifications.
8. It was asked if there was an asbestos report. Kim and Lois confirmed that the campus was constructed in 1995, so there should be no hazardous materials on site.
9. Someone asked about Liquidated Damages in the contract. Lois confirmed there were LDs in the contract, but she would review and confirm the stated amount.
10. Lois informed the group that GJUESD is new to the Lease-Lease Back process, but they have used the RFP documentation in the last few jobs with no issue.
11. Someone asked if there was a fingerprinting requirement. Lois confirmed that all workers on campus would need to be cleared by the DOJ. She clarified that delivery persons would not need to be cleared.

12. There was a concern about the September 26th MEP prequalification deadline. Lois stated the deadline for the October board meeting was the reason the prequalification deadline was so soon. She added that there might be an opportunity for extension, but the district would have to discuss. Any decisions would be reported in Addendum #03.
13. There were also concerns about the October 1st deadline, but Lois reiterated that she did not want to push the selection to the November board meeting.
14. There was a request to clarify the RFP regarding a request for a GMP or just qualifications and general condition pricing. Lois stated that a proposal with a GMP would be needed for the board to make a decision. She stated that the district would review the RFP and clarify further in Addendum #03.
15. It was also added that there was an existing MEP prequalification list that was updated yearly. Someone noted that there was a contractor that was supposed to be on the list but they were not. Lois said she would look into it.
16. Kim stated that all questions should be submitted through email and they will be responded to in Addendum #03. It was clarified that if there was an extension of the bid date, it would be noted in Addendum #03.
17. The group then proceeded to walk the site.

II. Action Items

1. All questions to be emailed to the District and PBK for review by Monday September 24th at 10am.
2. PBK to issue an Addendum #03 with responses to questions.

The preceding summation is our interpretation of the items discussed at the referenced meeting. Any persons desiring to add to or otherwise correct the minutes are requested to put their comments in writing to the project manager on or before the next meeting. Otherwise, the minutes will stand as written.



Kim Johnson
Senior Project Manager

END OF MINUTES