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Meeting Report

Operational Readiness Training Complex

Camp Atterbury
Edinburgh, IN
IFB No: MDI-SAB-12-B-0028
INARNG PN: 180160/1

Pre-bid Conference

15 March 2012, 9:00am

PARTICIPANTS: See Attached

Thank you all for your interest in the ORTC 1 & 2 project, and for your attendance at this Pre-Bid meeting.

ITEMS:

1. Contact Person
 - a. All questions pertaining to the project are to be submitted in writing to Dan Weinheimer, American Structurepoint, Inc. He will distribute to the appropriate entity to research and answer the questions, including contracting questions pertaining to legal issues / bid procedures which will be forwarded to Mr. John Dunning, Contracting Officer, Military Department of Indiana.
 - b. All questions will be answered in an addendum format and distributed through Eastern Engineering. All parties registered through Eastern Engineering will receive the updates.
 - c. Submit questions in writing no later than 29 March 2012, 14 days prior to Bid Opening.
 - d. A final addendum will be issued on or before 05 April 2012.

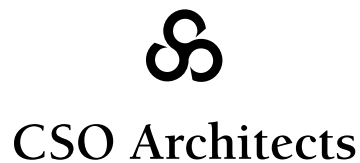
2. Notice to Bidders

According to newly implemented State Law, the successful bidder will be required to enroll in the United States E-Verify Program, and verify the legal employment status of any new employee working on this project.

Bid opening is a public opening, and is open to anyone wishing to attend. Check with the front desk in Building 1, Room 209, Stout Field on the day of the bid opening to verify the actual location of the bid opening

- a. Documents available from Eastern Engineering, Fishers, IN (317) 598 - 0061
- b. Bids Due (12 April 2012 – 2:00pm)

The installation, where bids are to be submitted, does have two security checkpoints. Allow appropriate time to get through the security checkpoints. Getting through the checkpoints



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could be as simple as showing photo ID, but could include a search of your vehicle and/or briefcase.

Bids must be received at Stout Field, Building 1, Room 209 prior to 2:00 PM EDST on April 12, 2012. There is a clock in the office that is used for the official time. You can come in prior, and check the time.

If you submit bids in a manner other than hand delivered, bids must be in a sealed envelope inside the mailer/package. Please make sure the outer envelope includes ATTN: John Dunning in the address. It is the responsibility of the bidder to ensure that the bid is received by the Contracting Officer prior to 2:00 PM.

Sealed bid envelopes must be marked with information described in instructions to bidders.

c. Bid Bond (5%)

Bid packages must be complete. Please use the bidder's checklist, in the instructions to bidders, to ensure that bid packets are complete. Remember there is a requirement for a bid bond; the bid bond is 5% of total bid, including any and all alternate bid items that would increase the overall bid.

d. Hold Bids (60 days)

e. Certified Contractors – described below:

Bids are being solicited from Contractors pre-certified, by Indiana Department of Administration's Department of Public Works Department, at 1542.00A which is Institutional Buildings greater than \$10,000,000. Bidders must be pre-certified at the time of bid opening.

The bid format for this project is a little different than what maybe typically seen. There are two (2) major line items, and a base bid will be submitted for each line item. Those items are ORTC 1 and ORTC 2. Under each of these major line items there are several alternates that the Contractor will submit a bid on. There are also unit prices, for the entire project, that the Contractor will submit pricing for. The bids will be evaluated in their entirety for the purpose of awarding only one (1) contract for the entire project.

Any sub-contractor, whose contract value is greater than \$150,000.00, must be pre-certified in their category of work prior to the start of construction, not their necessarily the start of their work, but prior to the start of any construction.

3. Instruction to Bidders

a. Unified Bid

b. Wage Scale - there is a wage scale and information is published in the project documents.

c. Substitutions – during bidding period only

d. Bidding Procedures

e. Submission of Post-Bid Information – Selected Bidders

i. Contracting Officer may require a comprehensive list of subcontractors & suppliers within 24 hours.

American Structurepoint and CSO Architects will proceed in reliance on this report. Any discrepancies should be brought to our attention in writing within seven (7) days.



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4. Project Description
 - a. ORTC 1 & 2
 - b. Site Improvements
 - c. Architecture
 - d. Structure
 - e. Mechanical
 - f. Electrical
 - g. Plumbing & Fire Protection

Any place in the plans and specifications where manufactures are listed, there is the opportunity to submit other manufactures as an approved equal. Sufficient documentation must be supplied to the design team to allow for an evaluation. If another manufacture is approved, that will be listed in any addendum issued. If, in the design team's opinion, the manufacture is not equal; than Structurepoint will respond back to whoever submitted the request stating that the request has not been approved and why the manufacture was not considered equal.

5. Alternate Bid Items
 1. Deduct Perimeter Security Fence
 2. Full BOQ
 3. Partial BOQ
 4. Standard Barrack - **ORTC 2 Only**
 5. Emergency Generator
 6. Circle Drop Off
 7. Ceramic Wall Tile In Latrines
 8. Upgraded Interior Floor Finishes
 9. Bus Shelter
 10. Bike Racks & Shelter
 11. Solar LED Parking Lot Lighting
 12. Trash/Generator Enclosure
 13. Decorative Pavement on Burnside
 14. Additional Landscaping
 15. Standing Seam Metal Roofing
 16. Solar Power Shelter
 17. Officer's Dining Room – **ORTC 2 Only**

The alternates are fully denoted on alternate specific sheets in the drawings separately from the base bid drawings. If the full BOQ (alternate 2) is accepted then the partial BOQ (alternate 3) will be skipped and not accepted. The alternate buildings (full BOQ, half BOQ, and Standard Barrack) will have the upgraded interior finishes (alternate 7 and 8) included in their corresponding alternate bid item number. However, the alternate buildings (full BOQ, half BOQ, and Standard Barrack) will not have the roof upgrade (alternate 15) included in their corresponding alternate bid item number. The roof upgrade will be an alternate for all buildings including base bid buildings and alternate buildings.

Alternates will primarily be taken in the order they are listed as long as there is funding available to support that alternate. Alternates will only be skipped over if funding is not available to support that alternate. That is not true of Alternate 1 the deletion of perimeter

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fencing. That Alternate will be dependent upon whether or not a perimeter fence has been installed around the entire North area. Also, funding dependent, either Alternate 2 (Full Barracks) or Alternate 3 (Partial Barracks) will be taken. Under no circumstance will Alternates 2 & 3 be taken for either of the ORTCs individually.

Bids will be evaluated for the project in its entirety, base bid ORTC 1 and base bid ORTC 2, and alternates for ORTC 1 and alternates for ORTC 2.

6. Allowances
 1. Unforeseen Subsurface Conditions
 2. Signage

Allowances are listed in the specifications. There are two different allowances listed. The allowance for Unforeseen Sub-Surface Conditions will be included as part of the base bid. Allowance for signs will need to be included in the base bid for all buildings that are included in the base bid. Allowance for signs for buildings that are alternates will be included in the price for that alternate.

7. Security / Staging
 - a. Contractor Access to Site – Valid Operator Driver License
 - b. Delivery of Construction Materials
 - c. Removal of Construction Debris
 - d. Staging Area

The estimated date for power availability to the site is July 15th; Duke will try to have power to the site earlier. Cost of providing any electrical power before then will be the contractor's responsibility and after Duke completes their work, the contractor will be responsible for the cost of power until the owner takes full occupancy of the building. However, the intent is to accept the project in its entirety and not in portions of the project.

Entry to the site will be controlled. Access will be closed to through traffic and open to construction traffic only. A pass will be required for site access whether or not there is a guard controlling site access. This will be further detailed with the winning bidder.

There will be areas outside of construction that you can stage. West of Clark is an environmental area; the preferred location would be east of the project site.

8. General Discussion & Questions

The Federal Government looks at this project as two separate projects, even though only one (1) contract will be awarded for the entire project. Potential bidders should be aware that if they are the successful bidder, Schedule of Values and Pay Applications will have to distinguish between ORTC 1 and ORTC 2. This could cause some administrative effort that is not typical. Potential bidders need to account for this process occurring.

Several manufactures might be listed in the specifications. Those manufactures are there for the basis of bid and construction. Only approved manufacturers' products can be used in construction. The same product, from the same manufacturer, will be used throughout the entire project. As an example, one type brick from one manufacturer will be used on all

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buildings. Even though other manufacturers might be “approved”, once the contractor receives an approved submittal for a product that product will be used throughout the project and no further submittal will be approved.

The drawings work together. When you, or a potential sub-contractor, look at the drawings; ensure that you look at all of the drawings. As an example if a mechanical drawing shows an electric motor but that motor is not shown on the electrical drawings, there still has to be electricity supplied to that motor. It is the Contractor’s responsibility to identify those items.

A question was asked if the most responsive bidder was determined based upon lowest bid only. The answer to this question is no. There are several items that constitute a complete bid, and several items that can be evaluated to determine the most responsive bidder. Lowest bid, although possibly one of the primary considerations, is only one of the items that will be evaluated.

A question was asked if permission would be granted to make a “dry run” through Stout Field Security check points in order to make some determination of time requirements. It was stated that this would be acceptable.

A question was asked if use of cell phones was permitted in the building were bids are to be turned in. The answer to this question was yes, cell phone usage is permitted in that building. It was noted that connection to a service provider was not guaranteed. The use of cell phones by the driver of a vehicle on a military base is prohibited.

A question was asked about training during construction. There will be no training activities during construction until construction is complete.

There was a question regarding the timing of receiving a notice to proceed. The bids are due April 12th, the award will be approximately 2 weeks after which the contract is sent for signing. The contract must be signed by the attorney general’s office within 45 days. There are many variables in timing of signing contracts that could affect the overall time of when the notice to proceed would be given. The bids will be held for 60 days.

Again thank you for your interest in our project. For upcoming projects keep an eye on the web site, www.in.gov/sab.

Respectfully,
Dan Weinheimer, AIA, NCARB
Project Manager
American Structurepoint, Inc.

cc: Attendees

Adam Zhan, American Structurepoint
Steve Hanscom, American Structurepoint
Scott Marchisin, American Structurepoint
Jeremy Hatfield, AEC

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