

# CITY OF ALPINE, TEXAS



## NEW ANIMAL SHELTER CONSTRUCTION

### NON-MANDATORY PRE-BID MEETING

February 26, 2010 / 2:00 PM (CST)  
City of Alpine – City Hall  
100 North 13th Street, Alpine, Texas 79830

## Meeting Minutes

Naismith Engineering, Inc. (NEI) Project Engineer, Adam Luke called to order the pre-bid meeting for the City of Alpine New Animal Shelter Construction meeting.

The following persons were present:

Tom Greenwood, Project Architect  
Jesus “Chuy” Garcia, City Manager, City of Alpine  
Herman Acosta, Alpine Metal Buildings  
Danny Watts, DWC  
Rusty Regrutto, F.T. James Construction  
Alonso Altamira, Epcon, Inc.  
Eduardo Rodriguez, Epcon, Inc.  
Louie Caraveo, Master Builders  
Henry Benning, Benning Construction

1. **PROJECT OVERVIEW:** Adam Luke started with an overview of the animal shelter construction project, and a discussion of exterior site features. Exterior features noted include the concrete driveway, drainage culvert, curbs, concrete parking spaces, decomposed granite parking lot, perimeter retaining wall/strip footing, fence, sign, flagpoles, and detached crematorium. Tom Greenwood then discussed the interior of the building, including the pre-engineered steel frame, heating/cooling system, polished concrete floor, suspended ceilings, and the kennel areas.

It was discussed that the City of Brewster County road crews may perform the sitework for the project to reduce costs. That decision will be based on the bids received and the scheduling of the road crews. Because of this uncertainty, it is not known at this time when a notice to proceed might be issued.

2. **QUESTION/ANSWER SESSION:** Following the overview, an informal question/answer session was held. Questions previously submitted to the architect and engineer were also discussed. The questions and answers were as follows:
  1. The bid form consists of only one Bid Tabulation page including items in a box above: Addendum Acknowledged, Statement of Bidder Qualifications, Affidavit of Non-Collusion and Bid Bond. The form for Affidavit of Non-collusion was not found, please provide.

Answer: The form for Affidavit of Non-collusion was inadvertently left out of the project manual. It will be included as an attachment to Addendum 2 for bidders to complete and include in their bid.

2. Is this a Davis-Bacon wage scale job?

Answer: No. Because the project is funded by City money, Davis-Bacon wages do not apply.

3. Does this project require apprenticeship compliance?

Answer: No. Because the project is funded by City money, apprenticeship compliance is not required.

4. What is the number of days to complete project? Are there liquidated damages?

Answer: Per section §3.3 of AIA Document A101-2007 in the project manual, “the Contractor shall achieve Substantial Completion of the entire Work not later than Two Hundred Forty (240) days from the date of commencement”. Liquidated damages will be \$500 per day.

5. There is no place on the bid form to list my contact information, so how do you know which bid is from what contractor?

Answer: A revised bid form with places for company names and contact information will be included in Addendum 2. The items on the bid list are not expected to change.

6. Is the geotechnical report available?

Answer: Yes. The geotechnical report by Renewable Resource Consultants will be available at the project website.

7. Is there a detail for the guillotine kennel doors?

Answer: No. The kennel doors come as a complete unit and are already manufactured.

8. Please discuss in more detail the expansion joint between the office area and kennel area?

Answer: The expansion joint shall be filled with a preformed flexible joint filler. A metal cover is not required.

9. Where are suppliers for the decomposed granite parking lot?

Answer: Most of the decomposed granite used in Texas comes from the Marble Falls area. A large supplier there is Collier Materials.

3. CLARIFICATIONS: Based on the discussions at the meeting and newly learned information, Addendum 2 for the project will be issued soon. Items to be included in the Addendum will be:

- The swing gates and partition panels in the kennels will be respecified to be 78 inches tall rather than 96 inches. It was recently discovered that 96 inches is not the standard height: 78 inches is. This should significantly reduce the costs of the doors.
- The dryer unit specified is no longer manufactured. Acceptable dryer will be specified in Addendum 2.
- Addendum 2 will be issued the week of March 1, 2010.

4. **PROJECT SCHEDULE:** It was stated that the deadline to submit final questions to the City, engineer, or architect will be Wednesday, March 3, 2010 at 3:00 PM CST. However, if a bidder has a question after that time that will significantly affect the bid, please do contact the City, engineer, and architect. If that item will significantly affect the project, it may be necessary to extend the bid opening so that all bidders can appropriately react.

Bids are due and will be opened at 3:00 PM CST on Wednesday, March 10, 2010 at Alpine City Hall at 100 N. 13<sup>th</sup> St., Alpine, Texas, 79830.

The bids will be reviewed by City staff and City Council. The City reserves the right to reject any or all bids. No guarantee can be made at this time as to when a notice to proceed will be given.

5. **SITE VISIT:** After the meeting, all attendees were invited to the site to further discuss the project. The following individuals went to the site.

Adam Luke, Project Engineer  
Tom Greenwood, Project Architect  
Alonso Altamira, Epcon, Inc.  
Eduardo Rodriguez, Epcon, Inc.  
Henry Benning, Benning Construction

The grading plan for the site was discussed. It was noted that on the northeast corner of the project area the grading plan appears to call for about 5 feet of cut to reduce an elevation from 4478 feet to 4473 feet. The 5 foot estimate is somewhat deceiving, as the material at the elevation of 4478 feet is not natural ground. Most of the material at 4478 feet is soil and rock spoils. A picture of the spoils will be included in Addendum 2.