

Meeting Minutes – Pre-Bid Meeting

MTG DATE: 01/08/2024

DATE ISSUED: 01/11/2024

TO: Barbara Gordon (CDL)

FROM: Arvin Delacruz

RE: Pre-Bid Meeting Minutes

A Pre-Bid Meeting was held on January 8, 2024 for the new Cass District Library Edwardsburg Branch project. The following items were discussed at the meeting, and Attendee questions are listed below. Any items that affect the Construction Documents will be addressed in a forthcoming Addendum.

Agenda Items discussed:

1. Owner, Owner's Rep, and Design Team were introduced.
2. Legal Notice References Prevailing Wage
 - A. Prevailing Wage is NOT required.
3. Specification Section 002513 Pre-Bid Meeting 'Agenda' items were reviewed (see attached). Additional clarifications include the following:
 - A. 012500 Substitution Procedures shall apply to bidding process.
 1. Contractor shall provide required documentation for consideration.
 - B. Site access shall be direct to/from US 12. Contractors shall not access adjacent properties for any construction activities.
 - C. Liquidated Damages do NOT apply to this project.

Attendee Questions:

4. Provide clarification regarding utility connections and the possibility of owner provided allowance.
 - A. AbonmarCHE will review with Owner.
5. Ontwa Township stated there is a \$35 sewer application fee. The Village of Edwardsburg has tap fees associated with utilities.
 - A. Contractor shall verify all associated fees.
6. Provide clarification regarding tax exemption for contractors versus owner purchased materials.
 - A. Owner has tax exempt status. AbonmarCHE will clarify Contractors requirements.

7. Room finishes plan and schedule need to be verified to resolve discrepancies in concrete finishes. Specifically in the Janitor Closet.
 - A. Abonmarche will review and address as needed.
8. Provide verification regarding civil sheets C1.0 & C3.0 topographic grade variation.
 - A. Abonmarche will review and address as needed.
9. Hardware section and hardware groups were not provided in the specifications.
 - A. Hardware specifications/groups shall be provided in addendum #1
10. Provide clarification regarding landscape seeding specifications and irrigation requirements to be clarified to reflect no use of irrigation systems.
 - A. Abonmarche will review and address as needed.
 - B. Irrigation can be provided as a voluntary alternate.
11. Provide clarification regarding proposed location of new utility pole.
 - A. Abonmarche will review and address as needed.
 - B. Location of new pole shall be coordinated with utility provider.
12. Should walking path alternate and related alternates be ADD Alternates in lieu of Deduct Alternates?
 - A. Alternates will be reviewed and revised accordingly in forthcoming addendum.
13. Provide clarification that proposed fire alarm system meets current code requirements.
 - A. Contractor was asked to submit an RFI detailing this clarification request.
14. Is Contractor allowed to chipper/shred trees that are scheduled to be removed and then use wood chips on site in lieu of hauling off site for disposal?
 - A. Fallen or downed trees may be chipped on site & cast into woods or on slopes for stabilization. Cast mulch depths shall not exceed 6" and shall be spread uniformly throughout site.





Cass District Library Edwardsburg Branch

Pre-Bid Meeting - January 08, 2024 at 1:00pm



Project #: 22-1836

Name	Organization	E-Mail	Phone
Barbara Gordon	Cass District Library	Bgordon@cass.lib.mi.us	(269)357-7822 ext 101
Jennifer Sawyer	The Barton Group	Jennifer@bartongrouppllc.com	(269)207-3721
Matt Neuerburg	Abonmarche	Mneuerburg@abonmarche.com	(269)930-0589
Steve Ruby	Abonmarche	sruby@abonmarche.com	(574)360-9804
Mateja Horonic-Kidder	Abonmarche	Mkidder@abonmarche.com	(269)357-6865
Arvin Delacruz	Abonmarche	Adelacruz@abonmarche.com	(574)360-5335
Ron McAdam	Cass District Library	rmcadam@cass.lib.mi.us	(269)357-7822
Shea Elmerick	Schwartz Electric	Shea@Schwartzelect.com	(574)354-7033
Ben Phelps	Cornerstone Construction Mgmt	Ben@cornerstonecm.com	(269)419--5661
John Emmens	R. Yoder Construction	Jemmons@RYoderConstruction.com	(574)340-0101
Todd Broglin	Schwartz Electric	ToddB@Schwartzelect.com	(574) 326-5247
Rich Balkema	Feyen Zyistra Electric	rbalkema@fzcorp.com	(269) 312-2703
Wendell Simmons	Slatile Roofing & Sheet Metal	Wendell.Simmons@slatile.com	(574)233-7485
Rob Swem	Pearson Construction Co Inc	rswem@pearsonconstruction.com	(269)926-7281
Greta Pearson Barrons	Pearson Construction Co Inc	gpearson@pearsonconstruction.com	(269)926-7281
Adam Clark	C&E Excavating	aclark@candeexcavating.com	(574)320-2050
Jim Hall	Hall Builders	james@hallbuilders.org	(269)655-8866
Gareth Troyer	DJ Construction	Gtroyer@djconstruction.com	(574)538-9639
Joel Andres	Linear Electric	Joel@Linearelectricinc.net	(269)922-6160
Greg Hicks	Gibson Lewis	Ghicks@@gl.nceusa.com	(574)259-8581
Matt Potter	Gibson Lewis	Mpotter@gl.nceusa.com	(574)259-8581
Luke Terpstra	Carbonsix Construction	luke@carbonsix.com	(616)318-6104
Matt Bailey	Herrman & Goetz Services	Mbailey@HDServices.com	(574)360-1517
Peter Reinks	TRG Services	peter@therienksgroup.com	(574)320-7982

