

**PROJECT:** An Addition For Grand Oaks Elementary

**DATE:** February 6, 2019

**TIME:** 2:30 p.m.

**MBI COMM. NO.:** 170759

**MEMBERS PRESENT:**

<i>Member</i>	<i>Company</i>	<i>Email</i>	<i>Phone Number</i>
Frank Hillon	Anderson County Schools Director of Maintenance	fhillon@acs.ac	865-457-2519
Katherine Ajmeri	Anderson County Purchasing Department	kajmeri@anderson.tn.org	
Jessica (School Principal)	Grand Oaks Elementary School		
Jessica Carle	MBI	jessicac@mbicompanies.com	865-584-0999

See attached Sheet

- All in attendance were requested to sign the sign in sheet asking for name, company, Phone #, Fax # and email address.
- Architect thanked all in attendance and introduced Owner Representatives, Frank Hillon Director of Maintenance with Anderson County Schools, Katherine Ajmeri with Anderson County Purchasing Department, Jessica the Principal of Grand Oaks Elementary School.
- Architect announced that facility was available for viewing at pre-bid meeting and instructed contractors to contact Frank Hillon at 865-457-2519 for additional access if needed.
- Attendees were cautioned that anything discussed during the pre-bid meeting or during the bidding process is not official until issued in writing as an addendum or as part of the minutes of the pre-bid meeting.
- Architect reminded attendees that bids will be received until 2 p.m. of Thursday, February 21<sup>st</sup> at Purchasing Department – Anderson County Courthouse, 100 North Main St. Room 214, Clinton, TN 17716 – phone number 865-457-6218. Architect asked if this placed a hardship on any attendee and none were indicated.
- Architect informed attendees that plans had been approved by Tennessee State Fire Marshal and were currently submitted to Anderson County for plans review. Approval is anticipated in near future.
- A Bid Bond is required – Refer to Section 1.02 Bid Security in the Supplementary Instructions to Bidders
- Requirements for Performance and Payment Bonds are described in the Supplementary Conditions
- Requirements for Insurance are described in the Supplementary Conditions
- Architect informed Attendees that Liquidated Damages for this project will be \$250.00 per day.
- A discretionary Fund in the amount of 3% of the base bid is to be included in the bid. Refer to Section Summary of the Work 01 10 00
- Architect stated that there were a number of forms and documents to be completed and submitted with the bid.
- Katherine Ajmeri with Anderson County Purchasing Department instructed bidders to completely fill out bid envelope document and attach to bid envelop or bid could not be opened.
- Architect again instructed bidders to complete all forms and documents to be returned with bid and directed that the forms and documents are provided in the Project Manual.

- **Clarification:** The bid form is two pages. Number of days to complete project must be entered and this will be a factor in Owner's decision.
- Earthwork is unclassified.
- Contractors were encouraged to ask questions. The following questions were received by the Architect and responses are provided with these minutes.
  1. **Question:** Contractor asked if pre-bid meeting attendance was required for subcontractors.  
**Response:** Pre-bid meeting attendance is required as specified in the Project Manual, Invitation to Bid. Requirement will be reviewed and may be waived in future addenda.
  2. **Question:** Contractor asked when start date for construction was desired.  
**Response:** Owner responded desired start date would be as soon as possible. Architect added that desired timeline is for most construction to occur during summer break while students are out of school. Construction should be complete for start of school end of summer 2019.
  3. **Question:** Contractor asked if sub-contractors were required to submit bonds in addition to General Contractor bonds.  
**Response:** General Contractor is required to submit bonds as instructed in the project manual.
  4. **Question:** Contractor asked what budget is for construction.  
**Response:** Owner declined to share budget for construction.
  5. **Question:** Contractor asked when first addendum will be issued.  
**Response:** Architect will issue addendums as required. Total quantity and issue dates to be determined.
  6. **Question:** Contractor requested boring test results for earthwork.  
**Response:** Earthwork is unclassified. No boring tests have been/will be performed.
  7. **Question:** Contractor asked where shed currently located in addition footprint would be moved.  
**Response:** Per Drawing Sheet A0.2, Demolition Plan Keynotes remove shed and salvage or discard per owner's instructions.
  8. **Question:** Contractor inquired if floor protection would be provided over new resilient flooring in event equipment use is needed inside that could possibly damage new finish floor.  
**Response:** General Contractors shall determine means and methods for construction – including but not limited to sequence of construction and protection of installed materials if necessary. Sub-contractors to coordinate with General Contractor.
- The gymnasium and project area were available for viewing following the meeting and all parties had opportunity to view.

**Note:** The last day to submit questions will be Sunday, February 17<sup>th</sup> 2019 at 5:00 p.m. Questions received after 5:00 p.m. on February 17<sup>th</sup> may not be answered.

All parties should review these minutes and report any discrepancies within 5 working days or these minutes will constitute the official record of the meeting.

Reported by: Jessica Carle, AIA  
 MBI Companies Inc.

# An Addition For: Grand Oaks Elementary Gymnasium

1033 Oliver Springs Hwy., Clinton, TN  
MBI #170759

## PreBid Meeting

Attendees

February 6, 2019

Name	Company	E-Mail Address	Phone/Fax
1. Terry Chittam	Archer Air Cond	Tchittam@ArcherAe.com	865-859-9082
2. JIM McCAMPBELL	J&F MECH	JIMMCK@GMAIL	771-1443
3. Will CARTER	J&F MECH		934 9455
4. Tim Poe	Engert	tpoe@engert.biz	865-389-4550
5. Tim Snow	K&F Construction	Tim@KFConst.com	865-414-8780
6. Terry Tuttle	Edison Electric	terryt@edison-electric.net	865-696-2588
7. Randy Byrd	K&F Const.	Randy@KFConst.com	865-504-1260
8. Larry L. Doffee	PEI	larryd@paintent.com	865-577-4065
9. Michelle Kennedy	Thomas R. Hicks Const.	TheHicksGroup@gmail.com	865-207-0905
10. Jim Moore	Rock Const	jmoore@rockconstruction.com	865-777-9776
11. Terry Derry	Conference Const	Terry_Derry@yahoo.com	915-388-1603 Home 865-463-1603 FAX
12. Todd Wright	Copeland Brothers Electric	Twright1212910@yahoo.com	865-457-4290
13. Debra Maldonado	Fincham Sports Floors	dmaldonado@finchamsportsfloors.com	453-3995
14. Kevin Luidhardt	ECS	kluidhardt@ecslimited.com	865-410-5060
15. Todd Armstrong	E Luke Greene	Todd@elukegreene.com	675-416
16. W. Rayhart	Kingson Mech	rayhart450@bellsouth.net	919-4445
17. Chip Sawyer	Advent Electric	CSawyer@Adventelectric.com	
18. Mike Breeden	Shopper/Kalhoff Skimes	mbreeden@skimes.com	216-3691
Darryl Fersner	Fersner Plmb.	dfersner@yahoo.com	947-6368
Mickey Webb	Webb Plumbing & Hvac	Tom@webbplumb.com	423-745-3590
Mark Tucker	Morris Town Sprinkler	mark.tucker@emascofp.com	(265) 444-7238
Ryan Chambers	ASSOCIATED FIRE	RYAN@ASSOCIATEDFIRESERVICES.COM	
Andy Busler	CENTURY FIRE	abusler@centuryfp.com	865-607 1177
Tyler Smith	Skilled Services	tyler@skservicesllc.com	2960 865-244-9878

# An Addition For: Grand Oaks Elementary Gymnasium

1033 Oliver Springs Hwy., Clinton, TN  
MBI #170759

## PreBid Meeting

February 6, 2019

Attendees

Name	Company	E-Mail Address	Phone/Fax
1. <u>GRIFFIN ASPLUND</u>	<u>WRIGHT CONTRACTING</u>	<u>GASPLUND@wrighttn.com</u>	<u>865-230-5030</u>
2. <u>BILL BACHER GARDNER</u>	<u>WRIGHT CONTRACTING</u>	<u>BGARDNER@wrighttn.com</u>	<u>865-384-0748</u>
3. <u>Stacey Park</u>	<u>Jenkins &amp; Stiles</u>	<u>spooler@jenk-ass/ks.com</u>	<u>671 0130</u>
4. <u>Mike Simpson</u>	<u>Funderburk Electrical</u>	<u>msimpson@funderburkelec.com</u>	<u>865-603-1736</u> <u>865-219-9886</u>
5. <u>Mike Payne</u>	<u>Four Seasons Inc</u>	<u>Estimating@fourseasonscorp.com</u>	
6. <u>Trett Nutter</u>	<u>Chaney &amp; Reynolds</u>	<u>Trett@chaney-reynolds.com</u>	<u>865-388-6069</u>
7. <u>PAUL Pester</u>	<u>Preen Construction LLC</u>	<u>PAUL@PreenConst.com</u>	<u>cast@biznet 865-673-2295</u>
8. <u>Bobby Branam</u>	<u>Inerstate Mechanical</u>	<u>bbranam@inerstateMechanical.com</u>	<u>865-588-0180</u> <u>EXT. 4352</u>
9. <u>Brian Morris</u>	<u>Specialty Service Group</u>	<u>b.morris@specialty-service-group.com</u>	<u>865 719 2693</u>
10. <u>Keith Powell</u>	<u>Keith Powell H&amp;C/EC</u>	<u>Keith.Powell@KeithPowellH&amp;C.com</u>	
11. <u>CHRIS HARE</u>	<u>HARTSON CONSTRUCTION</u>	<u>CHARE@HARTSONCONSTRUCTION.COM</u>	<u>865 599-9575</u>
12. <u>Michelle Sparillaro</u>	<u>Hickory Construction</u>	<u>michelle@hickoryconstruction.com</u>	<u>865.982.7856</u>
13. <u>Phillip Stiles</u>	<u>Evans-Ailey</u>	<u>phillip@eac-inc.net</u>	<u>865.498.0132</u> <u>F 498.0133</u>
14. <u>Ralph Rule</u>	<u>Tai County Plumbing</u>	<u>RRule@TaiCountyPlumbing.net</u>	<u>865-804-4738</u>
15. <u>B.J. Best</u>	<u>AHE-EC</u>	<u>bj@ahcec-inc.com</u>	<u>865-679-8870</u>
16. <u>Ross Stephens</u>	<u>Stephens Exc.</u>	<u>Stephensexaminingetds.net</u>	<u>425-506-1702</u>
17. <u>Glen Holt</u>	<u>United Services Inc</u>	<u>Glen.Holt@usinctn.com</u>	<u>865-281-0201</u>
18. _____	_____	_____	_____