



PRE-BID MEETING AGENDA
Liberty Road Bus Garage Parking Lots
FCPS#04-20, GC 18-378
2264 Liberty Road, Lexington, KY



- A. INTRODUCTIONS**
- B. SIGN-IN SHEET**
- C. PROJECT DESCRIPTION & SCOPE OF WORK**
 - 1. Questions due tomorrow**
- D. DELIVERY METHOD**
 - General Contracting (Single Prime)*
- E. ALTERNATES, ALLOWANCES AND UNIT PRICES**
 - Base Bid*
 - Add Alternate 1*
 - Add Alternate 2*
- F. WORK OR SERVICES BY OTHERS**
 - Geotech/ Construction Testing*
 - CAD files available with signed form after award*
- G. QUESTIONS DURING BID**
 - Emails as specifically listed in bid advertisement. Must list specific SUBJECT LINE memo.*
- H. BID ADDENDUM**
 - 1. Acknowledge receipt on Bid Form. Will release sign in sheet and clarification of MONDAY in Addendum 1 tomorrow.
 - 2. ~~Guardrail can be as shown on plans (national park standard) or KYTC approved~~
 - 3. ~~Stray line of silt fence to be ignored.~~
- I. BID OPENING**
 - TUESDAY March 3, 2pm**
- J. COMPLETION TIME & PROJECT SCHEDULE**
 - June 3-August 5. This bus garage can only be shut down for these exact dates.
- K. OBTAINING PLANS AND SPECIFICATIONS**
 - Lynns Imaging. Free account allows you to view without printing just to check out the job.
- L. REQUIRED BID SUBMITTALS**
 - Checklist in bid docs
- M. RECOMMENDED ADDITIONAL BID SUBMITTALS**
 - they have to be provided sooner or later ...*
 - 1. Unexpired Workers Compensation Certificate
 - 2. Unexpired license for Electrical Contractors
 - 3. Unexpired LFUCG Contractor license-You will be listing this on the LFUCG Permit
- N. SAFETY**
 - 1. Hard Hats & Proper Attire
 - 2. Tag outs for electrical

3. Burning of cleared wooded area-permits, approvals

O. MINORITY AND WOMEN PARTICIPATION

1. This and all FCPS projects requires you to communicate (actually try) to include these subs.
2. Are any certified DBE's present?
3. KYTC has an online list you can contact
4. FCPS Marilyn Clark can assist but not do it for you.

P. STAGING, ACCESS, PARKING, USE OF FACILITIES

1. Water available
2. Bathrooms not available

Q. CLEAN UP, PROTECTION OF THE PREMISES, & ENVIRONMENTAL CONSIDERATIONS

1. Temporary Protection, Barricades, Gates, Staging areas
2. Erosion Control

R. INSURANCE

1. Contractors are to provide and maintain Liability and Builders Risk coverage. Use of drones on site requires aviation liability insurance coverage and FCC operator's license.

S. SUBCONTRACTOR FORMS

T. COMMON BIDDER PITFALLS (that will delay contracting process or possibly cause rejection)

1. DBE forms not completed fully
2. Attorney-in-fact signature on bond is illegible or not present.
3. The "Contract Description" on the bond is missing or incorrect.
4. Bidder fails to enter a \$ amount, "no change", or \$0 for all alternate prices requested in the Bid Form
5. Company name on Bid Form or Bond does not match the S.O.S. Business Filings.
6. Workers Compensation is expired.
7. Bidder is not responsive to the time sensitive nature of the *Bidder's Qualifications* Request or *Notice of Intent to Award* submittal requirements.
8. Bidder fails to complete the "Sum in Words" spaces on the bid form, or the sum in words does not match the numbers.

U. QUESTIONS

V. SITE TOUR