

- I. This is the Pre-Bid Conference and Site Visit for **24-DES-ITBPW-407 Equipment Bureau Roof Replacement**
- II. Please sign into this meeting. Attendance at one meeting is required for submission. Ensure your attendance is recorded.
- III. Introduction – Kaylin Schreiber: Procurement Officer. Peter Connell – Project Officer
- IV. As a reminder, all verbal representations made by the County during this meeting are non-binding. All questions must be submitted in writing and no changes to the solicitation are valid unless provided in writing as an Addendum.
- V. Timeline: Pre-bid/site visit 2/13 at 10:00 a.m. and 2/14 at 12:00 p.m. Questions by COB 2/16. We will aim to provide answers via addendum by 2/20. Bids are due 3/1 by 3:00 p.m.
- VI. Before turning over to the Project Team, I would like to highlight the following solicitation and contract items:
 - a. Please be sure to review the Mandatory Submission Requirements included on page 84 of the solicitation, page 3 of the Bid Form.
 - b. SCC Registration required for award. If you are not registered already, we strongly recommend starting with the process now.
 - c. PW - The wage determination incorporated into the bid solicitation and related contract award establishes the wage rates and fringe benefit rates which DOLI has determined to be prevailing in a given area for a particular type of construction. The contractor shall be required to pay wages in compliance with the PW determination and submit certified wage report to the County on monthly basis.

After the award of the contract, but before contract execution, the County will resolicit DOLI for the same report to determine if there has been a change in the rates since the bid solicitation was advertised. If there have been any changes to the rates, we will provide these new rates to the awardee for the purpose of adjusting the line items/unit prices which may have been affected due to change in such rates. The awardee will be required to provide documentation to substantiate this change. In no case shall the awardee's profit margin as established by the original bid increase due to the increase in labor rates per the wage determination report. Contractor may not increase any unit or lump sum pricing except items/unit prices that was affected due to change in PW determination rates.

We suggest that all bidders review the sample contract attached to the solicitation as early as possible, so no time is lost after the award.

- VII. Project Team – Site Visits
 - Safety is a big issue. Facility will be open during this project – phased approach
- VIII. Questions?
 - Current Roof – Flat
 - Access – Outdoor

- What's included – everything with skylight (size in kind) and fall protection is salvaged, roof hatch is coming out, new roof will be higher than current
- Dumpsters – cannot stay overnight.
- Submit a daily report of what was disposed
- Crane can stay overnight as long as it remains in the work zone
- Staging areas in drawings
- Moisture test completed – no asbestos
- No hazardous materials

IX. Closing – Thank you for your interest. As a reminder 1. All verbal representations made during this meeting are non-binding. 2. Please submit your questions in writing via Vendor Registry.