

**Indian River County
Purchasing Division
1800 27th Street
Vero Beach, FL 32960
Phone (772) 226-1416**



ADDENDUM NO. 2

Date: **December 7, 2021**

Project Number: **IRC-2030**

Project Name: **INDIAN RIVER COUNTY TAX COLLECTORS OFFICE EXPANSION**

Bid Number: **2022018**

Bid Opening Date: **Thursday, December 16, 2021 at 2:00 p.m.**

This addendum is released to provide the minutes from the Mandatory Pre-Solicitation Conference and answer questions received to date.

All information provided herein is hereby incorporated into the bid documents.

The information and documents contained in this addendum are hereby incorporated in the bidding documents. **This addendum must be acknowledged where indicated on the bid form, or the bid will be declared non-responsive.**

Additions to Bid Documents:

Replace sheet A-2 of the bid plans with the one listed in the attachments at the end of this addendum.

Questions:

No questions have been submitted by any outside parties since the Mandatory Pre-Solicitation Conference.

Attachments:

1. Pre-bid Meeting minutes
2. Pre-bid Sign-in Sheet
3. Sheet A-2 of the bid plans



Board of County Commissioners

*1801 27th Street
Vero Beach, Florida 32960-3365
Telephone: (772) 567-8000
Fax: (772) 778-9391*

**PRE-BID MEETING AGENDA
DECEMBER 2, 2021 10:00 A.M.
INDIAN RIVER COUNTY ADMINISTRATION BUILDING
Room A1-303 Building A
INDIAN RIVER COUNTY TAX COLLECTOR'S OFFICE EXPANSION
PROJECT No. IRC-2030**

The following meeting notes set forth our understanding of the discussions and decisions made at the subject meeting. If no objections, questions, additions, or comments are received within three (3) working days from issuance of the meeting notes, we will assume that our understandings are correct. The project will move forward according to the bid plans and specifications and the understandings herein.

Project Name: INDIAN RIVER COUNTY TAX COLLECTOR'S OFFICE EXPANSION
Project Number: IRC-2030
Bid Number: 2022018

INTRODUCTIONS / SIGN IN SHEET

This meeting is being recorded.

The meeting was called to order by Michael Heller. See attached sign in sheets for a list of attendees.

This is a Mandatory Pre-bid meeting Indian River County Tax Collector's Office Expansion. Bidders must sign in before 10:00 A.M. to receive credit for attending.

PROJECT DESCRIPTION:

Project consists of expanding the Tax Collector's office into the existing front patio area by enclosing the area to create an enlarged customer service space. Included in the scope of work is the demolition of existing exterior wall and windows, new customer service work stations, new flooring throughout customer area, drywall, ceiling tile, HVAC, electrical, and fire suppression modifications to provide a turn-key facility upon completion of the project.

CONTRACT DETAILS

Bid opening: Thursday, December 16, 2021 at 2:00 PM
Contract time: 120 days to substantial completion
150 days to final completion
Engineer's Estimate: \$722,880.00
Liquidated Damages: \$1,694.00 per day

CONTACTS BIDDING PROCESS

All communications concerning this bid shall be directed to Indian River County Purchasing Division at purchasing@ircgov.com.

PROJECT CONSULTANTS:

Edlund, Dritenbas, Binkley, Architects and Associates, P.A.

PROJECT CONSIDERATIONS

- Bidders to review plan documents and provide comments to Indian River County Purchasing Department as soon as possible. No further comments or questions will be addressed from end of business, ***Monday, December 6, 2021.***
- All areas disturbed by the Contractor will need to be restored to original conditions or better.
- The building shall be weathertight at the end of each day and when inclement weather threatens.
- The Contractor shall take all necessary precautions to protect the building, exterior and grounds within the project area.
- The Contractor shall have someone on call and ready to respond within 30 minutes in case of emergency.
- The construction limits are within 10 feet maximum of buildings unless indicated otherwise.
- The construction staging area shall have 8'-0" high chain link perimeter fencing. Location shall be coordinated in the field with the Owner's representative
- Work area is to remain clean and all debris to be disposed of properly.
- Obtain all required Indian River County Building Department Permit(s) and inspections.
IRC Building permit is ready to be picked up, and fees have been paid by the County.
- Standard work hours for this project will be 7 a.m. to 5 p.m. Monday through Friday, and weekends as needed, Contractor must submit a request to the County Project Manager for proposed weekend or night work.
- Removal and replacement of existing flooring shall be done during nights or weekends. Noisy operations including but not limited to coring, hammer drilling, grinding, and hammering shall be conducted outside of normal working hours (nights or weekends).

PROJECT REQUIREMENTS:

- Subcontractors – per Contract Documents requirements "Section 00458 – List of Subcontractors" must be completed.
- Summary of required Contractor form submittals checklist (Section 00300 – Bid Package content)
Make sure everything is filled out on the bid form and everything is signed that needs signed. Incomplete forms will be disqualified.
- Invoicing shall be submitted on monthly basis and must include release of liens and Surety's consent.

DISCUSSION

All questions related to the bid shall be submitted to the Purchasing Division in writing by end of day Monday Dec. 6 2021, questions related to filling out forms in the bid form can be asked up until day bids are due.

The project is to be bid with the anticipation of material prices increasing, the County will not pay additional money if material costs rise during the contract period.

Tax Collector office to remain open throughout construction, please maintain a clean work area and surrounding public areas.

Questions & Answers

Question: Does time start when permit is picked up?

Answer: ***No. County will hold a Pre-Construction meeting after contractor has been selected and decide on a Notice to Proceed date at that time.***

Question: Should demo of wall be completed after the new exterior walls and windows are installed to insure a weather tight building.

Answer: ***That is means and methods, if the Contractor can do that it is an option.***

Question: Area of remodel is the Handicap work station included in scope of work?

Answer: ***Yes.***

Question: Demo of floor is to be done after hours?

Answer: ***Yes***

Question: Where would the dumpster be located?

Answer: ***County will look into spaces being blocked off for dumpster and staging area. The front is all Handicap spaces so those will need to be replaced.***

Question: Contractor provide own bathroom facilities?

Answer: ***Yes***

Question: Does County have their own Fire Alarm Company?

Answer: ***Yes, Guardian Hawk***

Question: Demo plans show only two windows being removed, and plans show all four. Asked after meeting during site visit.

Answer: ***All four windows are to be removed. (see attached revised sheet A-2)***

Question: Does the County want to keep the old windows? Asked after meeting during site visit.

Answer: ***No.***

Meeting Adjourned.

**PRE-BID MEETING
SIGN-IN SHEET
INDIAN RIVER COUNTY ENGINEERING
INDIAN RIVER COUNTY ADMINISTRATION BUILDING "A" A1-303
INDIAN RIVER COUNTY TAX COLLECTOR'S OFFICE EXPANSION
PROJECT No.: IRC-2030
DECEMBER 2, 2021 at 10:00 A.M.**

NAME	COMPANY & ADDRESS	PHONE # / FAX # / CELL #	EMAIL ADDRESS
Brian Neu	Island Harbor Builders 8800 US-1	772-228-1318	Brian@RWconst.com
Jason Ross	HIGHTS BROTHERS CONST. 1361 SE BUCKINGHAM TERR	772 631-4100	HBconst@gmail.com
Rich Friedrich	Don Hinkle Construction 266 Bimini Dr FtPierce FL	(772) 370-6580	dhconstructionbids@outlook.com
James W. Ennis	IRC - PW	(772) 226 - 1221	jennis@irp.gov.com
MICHAEL HELLER	IRC - PW	(772) 226 - 1585	mheller@irp.gov.com

DEMOLITION PLAN
SCALE: 1/4" = 1'-0"

NOTES

- a. WINDOWS TO BE REMOVED
- b. EXISTING DOOR AND FRAME TO BE REMOVED
- c. EXISTING ARCH-WAY ABOVE TO REMAIN
- d. EXISTING MASONRY WALL TO BE REMOVED UP TO UNDERSIDE OF BEAM ABOVE
- e. EXISTING ABI DESK TO BE REMOVED
- f. REMOVE HEDGE MATERIAL
- g. SAW CUT AND REMOVE 8" OF PARTITION BLOCK BASE DOWN TO FOOTING BELOW. SEE DETAIL 1/A-7
- h. CUT BACK SLAB 4" AND REMOVE SLAB. SEE DETAIL 1/A-7 FOR CONSTRUCTION DETAIL.
- j. REMOVE SOD AND REGRADE. SEE SHEET A-1
- k. EXISTING CONC. COLUMNS TO REMAIN

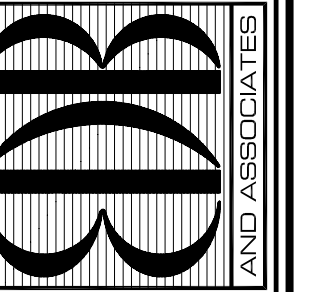
AREA OF REMODEL

REMOVE EXISTING TILE FLOOR, EXISTING SLAB TO BE REUSED. PROTECT FROM DAMAGE

EXISTING FIRE RISER TO REMAIN

EXISTING SIDEWALK

EDLUND · DRITENBAS · BINKLEY
ARCHITECTS AND ASSOCIATES, P.A.
AR-AA 000886
65 ROYAL PALM POINTE, SUITE "D"
VERO BEACH, FLORIDA 32960
PHONE: (772) 569-4320



SEAL:

PROJECT: TAX COLLECTOR OFFICE
EXPANSION

FOR: INDIAN RIVER COUNTY, FLORIDA
1800 27TH STREET - BUILDING B
VERO BEACH, FL 32960

NO.	DATE	REVISIONS
1	2022/01/21	PLAN REVISION CORRECTION
2	28/01/21	REVISED PER BLDG DEPT COMMENTS

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COMM. NO: 120120VB
DATE: 2 JUNE 2021
BY: LJD / JNR
CH'KD: JFB

SHEET NO.
A-2
OF NINE