



**MANDATORY PRE-BID MEETING MINUTES
OCT 21, 2016**

**ITB 17-014
SEBRING EMS STATION**

Meeting called to order at 10:00 A.M.

In attendance: All individuals in attendance are noted on the attached sign-in sheet.

Announcement Sheet: The Announcement Sheet was read by the County's Purchasing Manager.

1. Sign In
2. Introduction
3. Bid opening – 11/9/16 at 2 P.M. at the County Purchasing Office
4. Submittal Requirements – 1 original, 1 copy, 1 electronic copy
5. RFI Information – deadline to submit questions: 10/31/16 5 P.M.
6. Local preference will apply; affidavit has to be submitted with the bid.
7. Required Documentation
 - a. Big form
 - b. Proof of E-verify
 - c. Drug Free Workplace Statement
 - d. Insurance forms
 - e. List of Equipment
 - f. Supervisory Staff Capabilities
 - g. List of 5 similar jobs
 - h. Copy of GC License
 - i. Listing of Subcontractors where the work exceeds 10%
 - j. List of workload/present commitments
8. Bond requirements: bid bond for 5% of bid over \$100,000 and Public Construction Bond over \$200,000.
9. Addendums will be posted to the website; email will be sent to everyone in attendance.
10. Project Manager, Suzanne Hunnicutt:
 - a. There will be at least one addendum based on the Building Department's comments.
11. Engineer of Record, Marvin Wolfe:

- a. The project includes the building itself and some connections with the Parkway by doing a median cross-over. There is existing retention pond, the discharge structure will have minor changes.

12. Questions:

- a. Mike Couch / Peak Power: Is there a completion date?
Danielle Gilbert: 180 days for substantial completion

13. Site Visit:

The area is accessible to the public at any time. The EOR will be there immediately after the meeting for further questions.

The meeting was adjourned at 10:11 A.M.











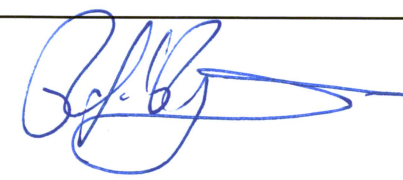
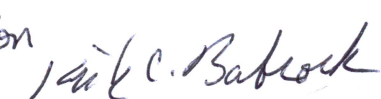
HIGHLANDS COUNTY
 BOARD OF COUNTY COMMISSIONERS
 Purchasing Department

SIGN-IN SHEET

BID #: **17-014**
 TITLE: **SEBRING PARKWAY EMS STATION**
 TYPE: **Pre-bid meeting [MANDTORY]**
 DATE: **Friday; October 21, 2016**
 TIME: **10:00 A.M.**
 LOCATION: **HCBC Engineering Dept.**

	PRINTED NAME / COMPANY <small>(Representatives MUST indicate name of PRIMARY BIDDER)</small>	PHONE NUMBER	EMAIL ADDRESS	SIGNATURE
1	Olimpia Lonsdale HCBC, Purchasing Analyst	863-402-6525	olonsdal@hcbcc.org	<i>[Signature]</i>
2	Danielle Gilbert HCBC, Purchasing Manager	863-402-6524	dgilbert@hcbcc.org	<i>[Signature]</i>
3	Suzanne Hunnicutt HCBC, Capital Project Manager	863-402-6877	shunnicu@hcbcc.org	<i>[Signature]</i>
4	Tasha Morgan HCBC, Business Services Director	863-402-6842	tmorgan@hcbcc.org	<i>[Signature]</i>
5	James Duppenthaler HCBC, EMS Interim Director	863-402-4000	jduppent@hcbcc.org	<i>[Signature]</i>
6	Scott Canaday HCBC, EOC Director	863-402-6741	scanaday@hcbcc.org	<i>[Signature]</i>
7	Clinton Howerton, Jr., P.E. HCBC, County Engineer	863-402-6877	chowerton@hcbcc.org	<i>[Signature]</i>
8	Dale Polston, P.E. Polston Engineering	863-385-5564	dale@polstonengineering.com	<i>[Signature]</i>
9	Marvin Wolfe, P.E. Polston Engineering	863-385-5564	marvin@polstonengineering.com	<i>[Signature]</i>
10	<i>Sune Fisher, hcbcc</i>			<i>[Signature]</i>
11				

	PRINTED NAME / COMPANY <small>(Representatives MUST indicate name of PRIMARY BIDDER)</small>	PHONE NUMBER	EMAIL ADDRESS	SIGNATURE
12	Name: <i>Don Williams</i>	863-385 8649	<i>don@EOKoch.com</i>	
	Firm: <i>E.O. Koch Construction</i>			
	Primary Bidder (if different than above):			
13	Name: <i>Marty Wohl</i>	863-314 9851	<i>info@marmerconstruction.com</i>	
	Firm: <i>Marmer Construction</i>			
	Primary Bidder (if different than above):			
14	Name: <i>Greg Griffin</i>	561.239.2733	<i>ggbhli@gmail.com</i>	
	Firm: <i>Bayhead Concrete, Inc</i>			
	Primary Bidder (if different than above):			
15	Name: <i>JOHN PAYNE</i>	863.402-0000	<i>JOHN E. MARK PALMER ELECTRIC.COM</i>	
	Firm: <i>MARK PALMER ELECTRIC</i>			
	Primary Bidder (if different than above):			
16	Name: <i>PATRICK ELEK</i>	239 332 4322	<i>PAT@DECCONTRACTING.COM</i> <i>CABOT@DECCONTRACTING.COM</i>	
	Firm: <i>DEC CONTRACTING GROUP</i>			
	Primary Bidder (if different than above): <i>CABOT DUND</i>			
17	Name: <i>Harvey Gregor</i>	863 441 4202	<i>briansullivancontractor @yahoo.com</i>	
	Firm: <i>Brian Sullivan Contractor</i>			
	Primary Bidder (if different than above):			

	PRINTED NAME / COMPANY <small>(Representatives MUST indicate name of PRIMARY BIDDER)</small>	PHONE NUMBER	EMAIL ADDRESS	SIGNATURE
18	Name: Kevin Boyles	813-240-1747	kboyles@peakpowerservices.com	
	Firm: Peak Power Services, Inc.			
	Primary Bidder (if different than above):			
19	Name: Mike Couch	813-240-0375	mcouch@peakpowerservices.com	
	Firm: Peak Power Services			
	Primary Bidder (if different than above):			
20	Name: Michelle Morgan	407-447-5610	morganm@azgroup.com	
	Firm: A2 GROUP, INC			
	Primary Bidder (if different than above):			
21	Name: John Folsom	813-347-7886	jfolsom@sitesecure.com	
	Firm: Site Secure, Miller			
	Primary Bidder (if different than above):			
22	Name: Rick Rauch	863-666-3575	Robh@HCIMC.net	
	Firm: Henkelman Constr.			
	Primary Bidder (if different than above): Rob H			
23	Name: Kirk Babcock	904-886-2990	kgose@abbaconstruction.com	
	Firm: Abba Construction			
	Primary Bidder (if different than above):			

	PRINTED NAME / COMPANY <small>(Representatives MUST indicate name of PRIMARY BIDDER)</small>	PHONE NUMBER	EMAIL ADDRESS	SIGNATURE
24	Name: CRAIG WEAVER	727-242-5121	CRAIG@LEISURECONSTRUCTION.COM	C. Weaver
	Firm: LEISURE CONSTRUCTION			
	Primary Bidder (if different than above):			
25	Name:			
	Firm:			
	Primary Bidder (if different than above):			
26	Name:			
	Firm:			
	Primary Bidder (if different than above):			
27	Name:			
	Firm:			
	Primary Bidder (if different than above):			
28	Name:			
	Firm:			
	Primary Bidder (if different than above):			
29	Name:			
	Firm:			
	Primary Bidder (if different than above):			