

# Meeting Notes

PROJECT NAME: HANAHAN  
RECREATION COMPLEX

PROJECT NUMBER: 7867

MEETING DATE: 03.23.2021

MEETING LOCATION: CITY OF  
HANAHAN COUNCIL CHAMBERS

PREPARED BY: TAYLOR HART (TH)

Meeting: MANDATORY  
PRE-BID

Date: 03.24.21

## PARTICIPANTS:

### SEAMONWHITESIDE

JENNIFER PALMER (JP)  
TAYLOR HART (TH)  
CHRIS CAMPEAU (CC)

### CITY OF HANAHAN

MIKE COCHRAN (MC)  
RANDY MONEYMAKER (RM)  
KATHERINE (KITTY) FARIAS (KF)

### KARPIUS DESIGN, LLC.

CHRIS KARPUS (CK)

### ONSITE SEPTIC ENG

CALEB RODGERS (CR)

### CRITICAL SYSTEMS ENG.

MILES JORDAN (MJ)

## ATTENDEES:

SEE ATTACHED ATTENDANCE LIST

DISTRIBUTION:

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## ITEMS DISCUSSED:

- ☐ JP reviewed the front-end documents and provided a project overview.
  - ☐ KF stated that all BIDs must be hand delivered or mailed/Fedex to the Town. ONLINE BIDS ARE NOT ACCEPTED.
- JP Discussed;
- ☐ Last day for questions is Monday, March 29, 2021 at 5 pm EST.
  - ☐ All questions must be submitted via email to KF and TH.

- ☐ The first Addendum will be issued this week and will include: Pre-Bid meeting minutes (with attendance list), response to questions from meeting, Updated Civil Plans, Building Electrical Plans, Civil CAD Base, Bid Proposal worksheet.
- ☐ The final Addendum will be issued at close of business on April 1<sup>st</sup>.
- ☐ The BID date is April 8<sup>th</sup> at 2pm.
- ☐ Intent to award is tentatively set for April 16<sup>th</sup>.
- ☐ Construction will begin mid to late April following the award of Bid and Notice to Proceed.
- ☐ Bids can be withdrawn prior to the Bid date.
- ☐ Bids will be selected based on what Bid is in the best interest of the City of Hanahan.
- ☐ SeamonWhiteside will be performing Construction Administration as well as SWPPP inspections for the project.
- ☐ Soils and Material Testing and Special Inspections Consultants will contract directly with the City of Hanahan
- ☐ Contractor shall provide an alternate unit price as itemized in the Bid Proposal Worksheet for clearing and grubbing stumps if Owner chooses to timber harvest outside of this contract.
- ☐ Construction schedule shall take no more than 440 calendar days, with exceptions for rain days and other events above and beyond what is outlined in the BID documents.
- ☐ Liquidated damages will apply per the BID documents.
- ☐ Construction traffic route and hourly limitations through active school property was reviewed.

Questions asked by Attendees:

- ☐ Can Bidders wait until their BID is selected before obtaining a City of Hanahan business license?
  - KF stated a City of Hanahan Business license will not need to be obtained until Bidder is selected.
- ☐ Is the Construction Traffic time through the schools flexible?
  - Not during the school year. Any adjustments from the construction traffic restrictions shown on the plans and the Construction Traffic exhibit must receive approval by the School district (including change request for summer work).
- ☐ Will all questions asked by prospective Bidders be available to everyone?
  - Yes, all questions will be answered in Addenda that is sent out to all participants of the mandatory Pre-Bid meeting.
- ☐ Where are OFOI (Owner Furnished Owner Installed) items listed?
  - They are listed on pg 17 for the Request for Bid and sheet C4.0 of the Construction Plans.
- ☐ Is the Synthetic Turf Specified?
  - Yes, please see construction plans and specifications for the product that the City has chosen. Any substitutions must go through the formal substitution request process defined in the BID Documents.
- ☐ Will there be any tree mitigation?
  - Tree mitigation is handled through the landscape design. No additional monetary tree mitigation fee is required.
- ☐ If the site is pre-timbered is the GC responsible for the Tree Protection?
  - The company doing the timbering would be responsible for installing the initial tree protection prior to timbering operations. However, you should assume that the tree protection from timbering operations will have to be replaced in this contract.
- ☐ Do you have an estimate for this project?
  - The City was agreeable to sharing this information. The opinions of cost during the design phases ranged between \$10,000,000.00 - \$12,000,000.00.
- ☐ Please provide a sealed concrete specification
  - All areas indicated to receive floor finish SC to be finished in clear concrete sealant by W.R. Meadows over a smooth, floated concrete slab.

The aforementioned items reflect my understanding of the major issues discussed at the meeting. Please contact me within seven days of the date of these minutes should your recollection of these items differ from those presented herein. Lack of notification shall be interpreted as agreement with the information as presented.

