

Pre Award Meeting For Cascade School

Agenda

Invitees: Cynthia T. McLoed, AIA, Schmidt Associates, Inc.
Aaron J. Schipp, PE, Schmidt Associates, Inc.
Kevin J. Schulte, PE, QCP, LEED AP, Schmidt Associates, Inc.

From: Kevin D. Shelley, AIA, LEED AP
Project Manager / Principal
kshelley@schmidt-arch.com

Date: February 23, 2009

Re: Cascade High School Science Lab Renovation
Cascade Science Lab Renovation
2008-046.CSL 2.1

Meeting: February 23, 2009 **Time:** 3:00 pm

Location: Schmidt Associates, Inc.

The purpose of this meeting is to establish if the apparent low Bid of K.P. Meiring Contractor, is congruent with the intended Scope of Work as established by the Contract Documents of the above referenced Project.

1. Introductions.
2. General Contractor's qualifications.
 - a. Understanding of general Scope of Work in Specification Section 01100 "Summary" and Construction Phasing.
 - 1) Infrastructure routing through existing building.
 - a) Path and impact on existing building.
 - 2) Demolition and remove, store, re-use.
 - 3) Specification Section 01230 "Alternates."
3. General Contractor's key staff qualifications.
 - a. Project Manager:
 - b. Superintendent/Foreman:
4. Subcontractors and Products List
 - a. Subcontractors' qualifications.
 - b. Manufacturers' qualifications.
5. Preliminary Construction Schedule.



6. Review of administrative requirements.
 - a. Specification Section 00012 "Notice to Bidders."
 - 1) Owner's Plans to accept all Alternates
 - 2) Performance Bond of 100% of the Contract Amount.
 - 3) Labor and Materials Payment Bond of 100% of the Contract Amount.
 - b. Specification Section 00020 "Wage Rage Schedule."
 - c. Section 00400 General Conditions of the Contract.
 - 1) **Better quality / greater quantity**
 - 2) Contractor's Warranty: 1 year after Substantial Completion
 - 3) Permits, Fees and Notices
 - 4) Contractor's Liability Insurance
 - 5) Property Insurance – By Owner
 - d. Specification Section 1500 "Temporary Facilities and Controls."
 - 1) Impact of Owner occupancy
 - 2) Maintain emergency egress.
 - 3) Background Checks
7. Owner Comments.
8. Contractor Comments.

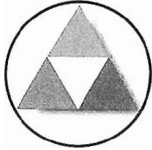
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PRE AWARD MEETING NOTES FOR CASCADE SCHOOL RENOVATION WITH
SCHMIDT ASOCIATES ARCHITECTS 2/23/09 by MEM

1. Lennie R Bean with Schmidt Assoc will be the point of contact for all issues on this project. Phone: 317-263-6226, fax: 317-263-6224, email lbrim@schmidt-arch.com
2. The plan at this time is to accept all alternates pending board approval
3. The plan is to issue a notice to proceed next week. Official school board meeting is March 11th
4. Architect wants to schedule a preconstruction meeting in about 2 weeks
5. Lennie to give KPMC a list of items that need to be submitted for the submittal process to speed up the process.
6. Architect needs a copy of the certificates of insurance from KPMC and the Mechanical Contractors naming the owner and the Architect as additional insured.
7. **** Anybody working on the site will have to have a back-round check (see specifications) cost of this is by General Contractor.
8. Workers will have to wear name badges on site.
9. Rooms 104,105,106 (North side) will be available for full construction start May 1, 2009 balance of areas per specifications.

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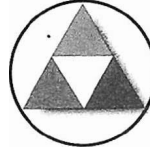


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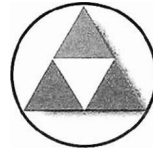


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