

MANDATORY PRE-BID MEETING

JANUARY 10, 2020

RFP# 19-11-387

REQUEST FOR PROPOSALS PRE-BID OPENING MINUTES

A mandatory pre-bid meeting for RFP #19-11-387 for Wind Retrofit of City Hall and Champions Hall was held at City Hall 1st Floor Conference Room, 701 SW 71 Avenue, North Lauderdale at 2:010 p.m.

City Staff Present:

Kanya Olivier, Project Manager
Armando Loo, Neighborhood Improvement Coordinator
Neil Buckeridge, Utilities Superintendent
Deputy City Clerk, Deputy City Clerk
Katherine Randall, Assistant Community Development Director
Danielle Keira- Cancel, Purchasing Coordinator

POTENTIAL BIDDERS: As indicated from the copy of the Sign in Sheet attached to these Minutes.

1. Scott Deckard – West Construction
2. Sophia Bryan – Bofam Construction
3. George Jawde – Arz Builders, Inc.
4. Pierre Siou – Tomasiou Ent. Inc.
5. Marie Tomasino – Tomasiou Ent. Inc.
6. Rick Spencer – RJS Construction
7. Jorge Saverda– Sunryse Construction

Discussion:

Danielle Keira- Cancel, Purchasing Coordinator opened the Mandatory Pre-bid meeting at 2:10 p.m. for RFP #19-11- 387 HLMP, Wind Retrofit of City Hall, 701 SW 71 Ave and Champions Hall, 6601 Blvd of Champions. City Staff introduced themselves. Ms. Keira- Cancel indicated that the purpose of the meeting is to allow all interested bidders the opportunity to obtain additional information as it pertains to this bid. She reiterated to make sure to sign the sheet as attendance is mandatory.

Kanya Olivier, Project Manager, presented information regarding the proposal for Bid # 19-11-387 as outlined in the attached Pre-Bid Meeting Agenda and the Bid packet. Ms. Olivier clarified the scope of work for the project requires protection specifically against 180 MPH winds, (not 170 MPH), as per State code. She advised to check the Florida Building Code during the permit process to verify the 180 MPH requirement has not changed. Ms. Olivier reviewed the project time line and stated that she will take into consideration the purchase of materials. The observed city holidays are included in the addenda of the packet. Ms. Olivier clarified that a 5%, (not 10 %), Proposal Bond required for this solicitation. She advised there is a scheduled site visit for both locations at the conclusion of the Pre-Bid meeting. Mr. Buckeridge, Utilities Superintendent, advised there is equipment available for use after the Pre-Bid meeting to take measurements for the project with a waiver release is signed.

Questions/ Answers:













- Are there any plans for this project? There are no plans. We are doing a replacement of what existed.
- Are there any specified types of window systems required? As long as it meets the 180 MPH and matches the up count.
- Is there a 30 day payment process or is it lump sum payment? Payment is within 30 days.
- Are purchased materials required to be physically on site for payment? Yes.
- When is substantial completion considered? After the punch list is completed.
- Is there a budget assigned to this project yet? The estimated budget is \$644,409 as stated on page 11 of the bid document.
- Is this project strictly windows? Yes, strictly windows, louvers and exhaust.
- Who is the contact person to arrange to have subcontractors conduct measurements at a later date? Contact Neil Buckeridge or Kanya Olivier.
- Is the transaction window, [utility billing window] at the entrance also included? Yes.
- There is no bid bond document. Provide your own bid bond document.
- Are you keeping the same look for all the windows? Yes.
- Are you removing all the mechanisms for all the rollers? Yes.
- Who is responsible for the traffic control i.e. barricades? The contractor is responsible.
- Are the lobby windows with a wood finish included [in the project]? Yes.
- Are only the exhaust fans that are visible included [in the project]? You will have to conduct a site plan. The project pertains to the exterior of the building.
- What if the 180 MPH window design is not attainable and if a provider cannot be located? Provide documentation regarding the 180 MPH requirement and manufacturer information.
- What if the missile testing is not possible? Provide documentation.
- There will be a lot of repairs after the project. Is the city planning to paint the building? The painting of the building has nothing to do with this bid. Restore what is touched during the project.
- When is the last day for RFI's and questions? The last day to submit questions is January 17, 2020.

Ms. Keira- Cancel emphasized adhering to the deadline date and time for any questions. She stated that questions can be emailed to her, dkcancel@nlauderdale.org, after the meeting is concluded; on or before next week Friday, January 17, 2020. Ms. Keira-Cancel advised on the Cone of Silence and that city personnel are instructed not to answer any questions off the record. She stated that questions will be answered in the form of an addendum that will be issued before January 27, 2020. She advised to check DemandStar and the city website for the Meeting Minutes. Ms. Keira-Cancel reminded everyone present to complete all necessary forms in their entirety and that failure to do so may result in the rejection of the proposal by the Evaluation Committee.

ADJOURNMENT: No further discussion; the meeting adjourned at 2:32 p.m.

Respectfully submitted,
Elizabeth Garcia-Beckford, Deputy City Clerk

RFP #19-11-387
WIND RETROFIT OF CITY HALL AND CHAMPIONS HALL - HMGP
SIGN-IN SHEET
FRIDAY, JANUARY 10, 2020
2:00 PM EST

NAME	COMPANY / TITLE	EMAIL ADDRESS	SIGNATURE
Sam May	CNL / Public Works Director	smay@nlauderdale.org	
Kanya Olivier	CNL / Project Manager	kolivier@nlauderdale.org	
Neil Buckeridge	CNL / Utilities Superintendent	nuckeridge@nlauderdale.org	
Patti Vancheri	CNL / City Clerk / Deputy Clerk	pvancheri@nlauderdale.org	
Danielle Keira-Cancel	CNL / Purchasing Coordinator	dkcancel@nlauderdale.org	
Oscar Martinez	WZA / Project Manager	Oscar@wza-architects.com	
Tammy Reed-Holguin	CNL / Community Development Director	tholguin@nlauderdale.org	
Katherine Randall	CNL / Community Development Asst. Director	krandall@nlauderdale.org	
Scott Deckers	WEST CONSTRUCTION	sdeckard@westconstructioninc.net	
Sophia Bryao	John Construction	Austina@johncon.com	
GEORGE JAUDE	ARZ BUILDERS, D.C	gjaude@arzbuilders.com	
Pierre Simon	Tomaslou Ent. Inc.	Pierre@tomaslou.com	
MARIE TOMASINO	TOMASIOU ENT. INC.	phil0818@gmail.com	
Rick Spencer	RJS Construction	roderick@rjsconstructs.com	
Jorge Saez	SUNRYSE construction	Jorge.Saez@bellsouth.net	