

MEETING MINUTES

Owner:		Clarksburg, WV VAMC	
Project Title:		Community Living Center	
Owner Contract/Project No.:		540-12-103	
HDG Project No.:		12036	
Attendees:		Sign-In List to be issued separately by VA	
Date:	06/12/16 Updated 07-01-16 per VA comments.	Time:	1100-1230

- I. Purpose of Meeting-
 - A. The purpose of the meeting was to provide a walk-through of the 4th and 5th floor spaces to prospective bidders.
- II. Announcements: none
- III. Materials Distributed: none
- IV. New Business:
 - A. VA Besten opened the meeting announcing the purpose of the meeting and reviewing critical dates related to bidding:
 1. Solicitation issued June 9, 2016
 2. Pre Bid walkthrough June 17, 2016
 3. Bidder questions due 1400 June 24, 2016
 4. Responses to be issued July 1, 2016
 5. Solicitation closes 1500 July 12, 2016
 - B. VA Mansfield reviewed changes in existing conditions since the drawings were completed:
 1. 4th floor mental health wing nearing completion. VA requests that Bidders prepare bids based on the construction drawings, which show the entire 4th floor occupied during construction of 5th Floor CLC.
 2. Even though the 5th floor had been previously abated of asbestos, some asbestos is still anticipated at piping within the depth of the existing floor slab and within 12 inches of the floor line. The contractor should expect to encounter this.
 3. A drawing showing the extents of the 4th floor 4B lay-in and hard ceiling will be issued to the bidders.
 4. It is critical for Contractor to use hard construction barriers for all work at the 4th floor 4B In-Patient Mental Health Unit and that the barriers be constructed to avoid any loose materials that can be removed and used as a weapon or used as an anchor point. Protection of mental health in-patients is of particular concern to the VA, and the GC must take adequate precautions. Protection of patients from construction zones on 4A is less stringent because this area is outpatient and unoccupied at night.
 5. Trash chutes can be used for 5th floor work; carts must be used for the 4th floor work.
 - C. After the walk through, VA Besten asked that HDG prepare and issue a master submittal log as part of the first amendment. [Note, submittal list was previously issued as part of bid documents in spec section 01 33 23.]

Respectfully submitted, Daniel E. Bush, RA

End of Meeting Minutes