

# COX DESIGN ASSOCIATES

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## Meeting Notes

**RE:** IOWA CITY VA, RENOVATE 4E AND 5E.  
PREBID CONFERENCE

**PROJECT:** 636-A8-12-001 CDA 042611

**DATE:** 17 May 2012

**COPIES:** BOB COX

**PRESENT:** see sign-in sheets

- 1 Bob started the sign in sheet.
  - 2 Michele advised the FBO "Interested Parties" category will keep the bidders current on updates if they will sign up as interested parties.
  - 3 The new CD's were posted on the FBO.
  - 4 Gary Rogers is the CO today and Mike Reed is the permanent CO.  
His # is 612 344 2152.
  - 5 The project is \$2-5,000,000.
  - 6 The Construction Schedule is 550 days.
  - 7 This is a SDVOSB set aside, and Bid opening is 13 June '12 @ 2:30 PM in MPLS.
  - 8 Michele advised all questions are to be sent to Mike Reed with a CC to Michele Millers by 29 May '12. All responses will be issued by 4 June '12.
  - 9 Michele reviewed the Project scope, 4E and 5E.
  - 10 It is a complete "gut".
  - 11 The furnishings and head wall units are to be included in the Project bid.
  - 12 There is some work on the 3<sup>rd</sup> Floor.
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- 13 The project will include the Electronic Construction Management system and that cost is to be included in the bid. The VA has recommended a supplier, but is open as long as the system criteria are met, including encryption.
- 14 She advised there are ACM's in each area, 4E and 5E.
- 15 She discussed the relocation and phasing of the Work. 4E is first, there may be a two week break in construction before starting the 5E section.
- 16 The ACM includes mastic under carpets, VCT, other flooring, and some transite panels.
- 17 The walk through was started.
- 18 Michele stated no photos today; permission is required prior to taking any photos. No patients are to be in any photos.
- 19 Parking is an issue, the VA will provide some parking, but it is limited.
- 20 The dumpster location for the ACM will be provided.
- 21 General construction debris can use a chute and dumpster near the ambulance location.
- 22 The Construction Work hours will be between 7 AM and 4:30 PM.
- 23 The Superintendent must be on site for any Work.
- 24 Gary Stated a tax exempt certificate will be issued.
- 25 Michele advised the electrical panels are being replaced.
- 26 She stated all rated assemblies are to be maintained.
- 27 The walk through tour included 4E, 5E, and 3<sup>rd</sup> Floors.
- 28 Wade and Michele reviewed the work on the 3<sup>rd</sup> Floor.

These are our recollections of the meeting. Advise us if you have others.

Regards,

Bob

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