



**Miller-Remick LLC**

M.E.P. & Structural Engineering  
A Veteran Owned Small Business

## CONFERENCE NOTES

**DATE:** 19 August 2013  
**JOB NO.:** 1-0499-0004  
**JOB TITLE:** University Drive Research Building Addition  
**RECORDED BY:** T. Chapman  
**SUBJECT:** Project Meeting, Pre-Bid Conference

**PARTICIPANTS:** See attached sign-in sheet

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The meeting is intended to present and discuss the Bid documents with the prospective bidders and allow for review of the site. Topics of discussion include:

1. The Administrative Contracting Officer reviewed the process for bidding on the referenced project.
  - 1.1. All bids are due no later than September 12, 2013 at 1:00 PM EST, 1010 Delafield Road, Pittsburgh, PA 15215, Heinz Facility, Building 70, 2<sup>nd</sup> Floor, Room 2A255. Hand delivered bids presented prior to 12:45 EST on September 12, 2013 should be delivered to Room 2A229 (just down the hall).
  - 1.2. Information relative to the project will be posted as an amendment on FBO web site. This will include minutes of this meeting as well as all bidder questions.
  - 1.3. All questions are to be submitted to the VA by Monday, August 26, 2013 no later than 4:30 PM EST
  - 1.4. Questions submitted by email shall have "Project 646-373, ROB ADDITION" in the subject line to assure delivery. Email to : Lynne.Dickerhoff@va.gov
  - 1.5. Responders who desire to mail bids were offered the use of a pre-printed mailing label to affix to the package.
  - 1.6. The bid alternates were discussed. The amounts shown on the bid form will not indicate the amount of the deduct but instead will indicate the total value of the proposed cost after the deduct. For example, if the previous bid amount is \$1000 and there is a deduct amount of \$200, then the bid amount for this alternate is to be shown as \$800. Do not show mathematics involved to arrive at the bid amount.
  - 1.7. Bid items are to be shown as whole numbers.
  - 1.8. Should the project bid documents include a single brand name for a particular element of construction, the bidder must state if a different brand is proposed and clarify the reason for the alternative brand.
  - 1.9. Certification for contractor immigration compliance and acknowledgement and acceptance for rules of behavior are not required to be submitted with bid. This information is provided for awarded contractor to submit within ten (10) days of contract award.
  - 1.10. Contractors were reminded that Buy American Act applies.
  - 1.11. Contractors were reminded they are responsible for the correct title classification of workers and comply with all applicable wage and hour laws.
2. The COR and the A/E gave an overview of the project followed by a tour of the site to be included in the project and the adjoining spaces within the ROB (Research Office Building). The VA COR for an associated plumbing upgrade project also gave a review of the work involved.
3. During the course of construction for the referenced project it will be necessary to coordinate with other facility construction activities. The projects include, but are not

limited to:

- 3.1. ICU Expansion
  - 3.2. Loading Dock Renovation
  - 3.3. ROB Wet Lab Construction
  - 3.4. ROB Bridge Construction
4. The COR indicated that revised standards for domestic water temperatures will require a modification to some elements within the plumbing scope of work. Details of these components are attached.
5. Questions were posed by attendees as follows:
- 5.1. **Q.** If existing Building 6 does not get demolished, will the equipment intended for relocation still be moved to the new facility? **A.** Yes
  - 5.2. **Q.** The documents indicate that certain materials are “presumed” positive. Will testing be required for verification? **A.** No. Results of previous tests are attached.
  - 5.3. **Q.** Can the quantity of fireproofing be identified for potential abatement? **A.** Yes, this item will be clarified under separate cover.
  - 5.4. **Q.** What are the working hours required? **A.** It is anticipated that normal working hours will be observed. There may also be situations where utility shutdown or ICRA barrier construction must be coordinated with normal operation of the facility and work hour modifications made accordingly.
  - 5.5. **Q.** What is the plan for the existing duct bank identified along the northwest corner of the building? **A.** This duct bank is a concrete encased 4160 volt feeder to the Fisher House that must be relocated outside the building envelope. Details of the duct bank will follow.
  - 5.6. **Q.** What is the extent of commissioning required under specification section 070800? **A.** The requirements for this item are under review and will be clarified and posted to the FBO site.
  - 5.7. **Q.** Is there poured in place concrete on floors other than the basement? **A.** No. Details of adjacent wall construction are included within the documents.
  - 5.8. **Q.** What is the means of access to the addition? **A.** Service elevators immediately adjacent to the addition may be used. For larger equipment items the areaway that opens into the ROB basement may be used.
  - 5.9. **Q.** Will any equipment be removed from Building 6? **A.** Fixed equipment that is to be relocated is identified in the documents. Moveable equipment will be relocated by the user group. All other fixed equipment in place at time of demolition is to be removed and disposed of by the contractor as a part of this contract.
  - 5.10. **Q.** What treatment is required on the exposed building section left once Building 6 is demolished? **A.** The insulated metal panel elements currently utilized for exterior cladding on the adjacent building will be extended to cover any exposed exterior surface. Details to follow.
  - 5.11. **Q.** Will the north drive be allowed to remain within the construction fence line during the duration of construction? **A.** No. The fence location shown on the plan will be in place only for the excavation of the basement, which is requested to be accomplished expeditiously. Once excavation is complete the fence shall be relocated to allow for protection of site elements, yet still allow vehicular access along the north drive to the dock area.

This is the writers understanding of our discussion. If it differs, please contact us at once.

## **Miller-Remick LLC**

By: Thomas L. Chapman, PE, CPM

cc: M-R Project file

