

Meeting Minutes for Pre-Bid Conference

PROJECT: HVAC Farm Worker Village
ITB2021-3
Collier County Housing Authority
1800 Farm Worker Village
Immokalee, Florida 34142

DATE/TIME: April 7, 2021 at 10:00am

PURPOSE: Optional Pre-Bid Conference

RECORD OF ATTENDEES: All attendees signed the Pre-Bid Conference

- Alejandro Garcia, El Dorado H & C
- Abraham Cortez, Air Doctor of SWFL
- Carlos R. Gonzalez, Gonzalez Engineers & Construction Corp.
- Alvaro Columna, Golden Building
- David Austin, Hayes Construction
- Bryan Preper, HLL
- Richard Cordingly, Air Doctor of SWFL
- Carolyn Noble, Collier County Grant Coordinator Community and Human Services
- Oscar Hentschel, CCHA Executive Director, (Point of Contact)
- Angela Anderson, CCHA Housing Director
- Leticia Skipper, CCHA Director of Administration
- Nora Cruz, CCHA Executive Assistant

INTRODUCTION (Ms. Carolyn Noble)

It is the Contractor's responsibility to review the entire document prior to submitting a bid.

- Explain to Bidders, the general provisions to have complete and accurate Bids, containing any omissions, items not called for in the proposal, or irregularities of any kind, that may cause the bid to be rejected as being incomplete or non-responsive.
- Grant Certifications and assurance, debarment certification, 2nd certificate of debarment and certificate of lobbying needs must be signed.
- Disadvantages women/veteran participation must complete section.
- Vendor contractor number is needed.
- If document does not apply N/A can be answered.
- Section 3 read, understand and sign, maybe use N/A if not a section 3.

- Federal Contract provision, page 31 - Davis Bacon and the weekly payroll responsibility.
- Section 3 Summary Report must be complete and provide to CCHA monthly, including general contractor vacant employment form.
- The potential Bidders were able to visit the properties.
- The Prebid meeting minutes will be emailed to bidders and posted on CCHA.

Questions and Answers: These were the questions asked during the Pre-bid meeting.

1. For Section 3, will CCHA assist with the employee pre-screening?

Answer: No, "CCHA" is not assisting with pre-screening. This is the contractor's responsibility.

2. Is there a BID BOND requirement for this project?

Answer: Yes, see ITB 2021-2 Section B # 12a

3. Is there a PERFORMANCE and PAYMENT BOND required for this project?

Answer: Yes, See ITB 2021-02 Section B # 19a

4. Is the Bid Proposal for this project to include 100% of all the work included in the contract documents?

Answer: Yes,

5. How many electric heaters are scheduled to be removed? They are not designated on the drawings.

Answer:

Section A		Section B	
1 Brm	2 Space Heaters	2 Brm	3 Space Heaters
2 Brm	2 " "	3 Brm	2 " "
3 Brm	2 " "	4 Brm	3 " "
4 Brm	3 " "		

6. What is the patching methodology when the heaters are removed? (masonry, stucco, drywall, paint patch only or complete wall?)

Answer: Patching existing construction and finishes defaced, damaged or left incomplete due to alterations or removals. Patching, except as otherwise

indicated, shall be limited to the areas which have been cut or altered; match materials, finishes, underlying construction, and quality of area patched.

7. All of the equipment schedules on the documents indicate the seer to be 19. At the pre bid meeting the "CCHA" representative stated the new equipment to be 23 seer. Please clarify.

Answer: Minimum acceptable Energy Efficiency Ratio is 19 seer

8. It was stated Payments on this Project will only be made when a dwelling unit is 100% complete and passed inspection. If a bill is submitted the day of completion, How long will it take to get a check?

Answer: Payment will be made between 2 and 4 weeks after payment request approval. Payment request will be approved after completion, inspection, and acceptance of the work by the "CCHA".

9. It was stated by the CCHA representative the documents for this project have been approved by the county under a master permit of CCHA. The only required permits for this project will be for electrical and mechanical work. Please clarify.

Answer: We have submitted to the county and applied for Master Permits for this project. The contractor will have to check with the Building Department which permits are necessary.

10. What is the required length of warranty for this project Labor? Material & Equipment?

Answer: ITB-2021-2 Section B #3

The contractor shall warranty all materials and work for not less than five years after substantial completion, inspection, and acceptance of the work by the "CCHA". If required to provide remedial repair of previously installed work due to latent defect or unacceptable work performance, the Contractor shall warranty the repaired work for not less than two years after the acceptance of the repair or the balance of the warranty period whichever is longer.

11. The drawings have triangles with numbers and also clouded areas. The legend refers to these as code comments, with dates of changes. Please provide the documentation related to these code comments.

Answer: Triangles 1, 2 & 3 are code comments that were addressed in 2017, when the original drawings were sent to the county's Building Department.

Triangle 4 is when we changed to the Mini-split system.

Triangle # 5 is when the correction was made to add a missing interior unit in the duplex drawings (A&B).

The Clouded areas are comments; Collier County Bldg. Plans Review & Inspection Div. comments enclosed.



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September 14, 2020

Collier County
Building Plans Review & Inspections Division
2800 North Horseshoe Drive
Naples, FL 34104

SUBJECT: Code Comment Response Letter

REF: Permit No: **PRHV2020073091901**
Stafford Engineering Project No: **16079**
Project Name: 1800 Farm Worker Way – 1 Bedroom Quadplex

Rejected Review: Electrical Review

Reviewed By: Gregory Hamm

Correction Comment 1: Miscellaneous Corrections: Some plan pages are not relevant to this project, these pages need to be removed from plan set.
Need plan pages M-1 and E-1 to remain, all other pages need to be removed not relevant to scope of work for this permit. Non relevant pages are for master permit 20200730916 and pages M-1 and E-1 need to be removed from that permit. FBC 107.3.5

RESPONSE: Information revised as requested.

REJECTED REVIEW: MECHANICAL

Reviewed By: David Laming

Correction Comment 1: Code cycle stated in HVAC Notes is no longer in use. Current code cycle is FBC Mechanical 6th Edition 2017. Please revise

RESPONSE: Information revised as requested.

Correction Comment 2: Some plan pages are not relevant to this project, these pages need to be removed from plan set.

Need plan pages M-1 and E-1 to be removed not relevant to scope of work for this permit. Non-relevant pages are for master permit 20200730916 and pages M-1 and E-1 need to be removed from that permit.

RESPONSE: Information revised as requested.

REJECTED REVIEW: MECHANICAL (Continued)

Reviewed By: David Laming

Correction Comment 3: Will refrigerant line sets from m/s heads to condensing units be penetrating any rated fire barriers or penetrations? If so please provide penetration details. Define how line sets will be routed.

RESPONSE: There are no fire rated walls to be penetrated. Line set routing information provided as requested.

Correction Comment 4: This review shall be considered incomplete pending receipt of requested and required information. Subsequent review(s) may reveal additional deficiencies.

RESPONSE: We concur.

If you have any additional, comments or questions please contact my Office.

Sincerely yours,

Stafford Engineering, Inc.

Steven R. Stafford, PE
President