TOWN OF HOTCHKISS

PUBLIC WORKS FACILITIES

PRE-PROPOSAL MEETING & Q/A

A pre proposal meeting was held on April 16, 2019 at Town Hall. The design team and town representatives conducted the meeting. Design team members included Dean Bosworth, Ron Alexander, and Joanne Fagan. Town staff included Marlene Searle, Town Clerk, Larry Wilkening, Mayor, Mike Owens, Public Works Director, and Marvin Jackson, Public Works Superintendent. A copy of the attendance list is attached.

The Town is soliciting proposals for the project using the Contract Manager at Risk process. The CMAR process includes selecting a Contractor, and any sub contractors he opts to include, to work with the design team to finalize the construction documents. Pre design services include evaluating the RFP documents and working with the design team to finalize the design including recommendations to make the project more cost effective, improve the project quality and constructability, provide estimates of probable costs, and schedule recommendations. At the completion of the design phase, the contractor will be asked to provide a guaranteed maximum price for the project as designed. The Owner will evaluate the final proposal and either elect to enter into a contract with the Contractor or bid the project as a traditional design, bid, build project.

The RFP is structured to select the Contractor to work with the design team based on an evaluation matrix included on pg 00375-1. The Town intends to have the design team members each rank each proposal based on the criteria in the matrix and select up to three contractors to interview. After the interviews each team member will rescore each of the interviewees. The price in the Contractor's proposal is a component of the matrix score but as can be seen from the matrix is not the only criteria on which the Proposer will be evaluated.

The project schedule is for proposals to be submitted by 3 pm 4/24. The design team will review the proposals and hopes to conduct interview the first few days in May in order to make a recommendation for award to the Town Board by 5/9. Work with the CMAR would begin in mid to late May with the hope that the design documents and updated cost estimate if not the guaranteed maximum price available in time for the funding agency hearing in mid July. If there are remaining items to update, that work be completed in the weeks following the hearing. The Town should learn whether the grant application was successful in early August and if successful be under contract by late August or early September. By that time the Town hopes to have evaluated a guaranteed maximum price and decided whether to enter into a CMAR contract or advertise for bids.

The design team projected the project plans and reviewed the highlights of the project. Ron reviewed some graphics he had prepared for the meeting. He pointed out the existing driveway off Clara Vista and showed that the plans include a change to the existing road at the top curve due to steepness and the tight curve at the top of the hill. He pointed to the area west of the new tank and cell tower site as being available to store materials and staging. The material balance will take most of the excavated materials from the site to construct the realignment of the access road at the top of the hill as fill.

The new building will be about 152 x 60 ft with a 40 foot awning on the back. The water service is to be extended from the fire hydrant west of the new tank. The gas will come up from Clara Vista and can be in the same trench as the sewer. Power will come in from the west. There are two sewer lines that exits the building on the south side. One is from the floor drains and runs to an oil sand separator and the other is the sanitary sewer that runs to standard septic tank. The effluent from each of the tanks runs a little east and then south to the cleanout at the bottom of the driveway in Clara Vista then along Clara Vista to Ryan Court, then down the middle of Ryan Court about ½ way to an existing cleanout.

The building includes a 25' apron on the south and a 20 ft apron on the west. Ron pointed to the proposed location of the fencing and the gates on the site plan. There are two 24' drive gates (each are two 12') and two 4' pedestrian gates. There are five 25 ft wide bays plus another 25' on the east end that accommodates the office, breakroom, lav and storage. Bay 5 (the westerly bay) is flat. Bays 1-4 slope to a drain. Bay 4 has a drive through overhead door to the north. The back inside 20 feet of all the bays are flat as is the office, breakroom and storage area to the east of Bay 1. From the building pad and awning area, the yard is basically 2% slope away to the outside of the yard then the ground is to sloped at 6:1 to catch. The closing slope is cut on the east and north sides and fill on the south and west. The final sheet Ron displayed was the finished site work showing the final topography, fencing, and theoretical parking. The parking area and the area covered by the awning have a gravel road base surface. The parking is only shown for the layout of turning movements.

Dean went through the architectural and structural plans. The building is about 150 x 60 ft with a 40 ft awning on the north side of the building. The building and awning are to be a steel building engineered by the steel building supplier. The steel building supplier should furnish a full package for the exterior shell except the doors and windows can be separately supplied but must integrate and be accommodated by the steel building system.

On the east end of the building there is an office with a storage closet, breakroom, ADA compliant lavatory, utility room and some storage. The entry to this area is a passage door on the east side that goes into a hallway that accesses each of these rooms. There is also a staircase behind the breakroom that accesses the mezzanine which will be used for storage. There is an emergency eye wash and shower as well as a mop sink in Bay 1 on the outside of the wall of the lavatory. The lavatory needs to be fully ADA compliant and include grab bars, etc.

There is a second stairway to the mezzanine that is steel grating. It's on the outside of the building on the south side, set away from the building so that it does not interfere with the windows on the south side of the building. The mezzanine is to be supported by the steel building and part of the engineering package for the building. It's to be framed with steel joists and supported by the steel framing. The south side of the building has a 10 foot overhang that is part of the steel building system. It's to be trimmed out with steel soffit and fascia with the same material as the building shell.

The overhead doors are 14 x 14 except in the door in bay 2 which is 16 x 14. Contrary to sheet A2-1, there is only a single row of windows in each overhead door according to the specifications. The north overhead door will be in bay 4 as shown on the civil drawings and not in bay 5. The north overhead door has no glazing.

The foundation is a footer with stemwall and the slab is separated from the foundation. The soils are mildly expansive and the geotech is recommending that under the footer, the ground be scarified and

compacted at least 8" deep and then 8" of structural fill probably class 6 road base be placed and compacted. Under the slab, the sub base is to be scarified and compacted and then there is 8" of structural fill which can be road base and 4" of a capillary break which needs to be a screened rock. There is 2" of structural foam insulation required under the east 25' (office-breakroom area) of the slab. Insulation is not required under the slab for the bays. However, insulation of the foundation is required around the entire exterior perimeter of the building. There are no elevation changes in the stemwall. The ground where it was pot holed for the geotech had about 2 feet of clayey material and then there was cobble material below that. The Contractor may use the site area between the yard area and the cell tower to separate and stockpile the different soils materials from the excavation. The Contractor can then use the appropriate stockpiled materials for uses in the construction of the site.

The plans show a portal frame rather than bracing for the building which is required. There could be some bracing on the outside walls, but it should not be needed.

Joanne noted that the MPE plans in the request for proposal was truncated and that she would send out the corrected set Tuesday night or Wednesday (sent out informally Tuesday night and to be formally added by addendum with addendum 1). Ron provided a brief overview of the mechanical and electrical plans. He explained that the dotted circles on the first sheet indicated the coverage areas for the gas detectors. There will be a large exhaust fan on the west side and the inlet vent are over the overhead doors. If the gas detectors sense a problem it will activate the system. We also require that there be a manual override option to activate the system so that if the Owner is doing something where they want to ventilation on, they can turn it on.

The electrical comes in on the west side of the building and the welding circuit and the compressor go in the northwest corner. Gas enters the building on the east at the north end of the building. The water comes in under the stairway where the hot water heater will be located. The bays are heated by radiant tube heaters and there is a unit heater in the NE corner of the storage area on the main floor.

The heating of the office, hallway and breakroom will be room units with a central branch controller under the stairs and an outside condensing unit/heat exchanger set on a concrete slab outside the building.

Sheet P1-1 south of the building, between bay 1 and bay 2 shows an outside oil and sand interceptor separator tank connected from the floor drain. This tank is to be as show on the civil C1 & C2 at the south side of the yard area. This tank can be a 1200 gallon precast septic tank.

Plumbing from the building sanitary is also directed south to a 1200 gallon precast septic tank as shown on the civil drawings. The supernate from the septic tank is piped to the sewer line that extends to Ryan Court.

The electric circuit breaker panels are shown as one panel on sheet E2-3. This is the way the project should be bid. However the final construction will likely have two panels. One for essential circuits that may be connected to a standby generator and the second circuit panel for non-essential circuits. Again the current bid should be for the single circuit panel as shown on the drawings.

The Town received the following questions:

Does the Contractor need to pay for the building permit. A: No. The town will waive the fee, but Contractor does need to secure a building permit.

Does the Contractor need to submit building reactions. A: Yes. Dean will need to review the reactions and make sure there a no changes needed to his design.

What site work is the Town doing? A: As issued the Contractor will be doing all the foundation excavation and slab preparation. The Town will furnish and install Class 6 road base in the yard and parking area. The Contractor will furnish and install class 6 road base under all outside concrete work and the area that will be covered by the awning.

What are the soils like at the site. A: The geotech report will included as an attachment to the specifications.

Can the slab be placed in a single pour. A: If the contractor has the resources to do it properly that will be considered. The contractor is required to submit a method statement for the concrete placement whether it's a single or multiple pours.

What is the finish in the interior walls? A: Drywall in the office, breakroom, and utility room. In the bathroom and around the emergency shower, the drywall shall be green board except where the code requires concrete board. Elsewhere its steel liner to 10' high.

Sheet A2 What wood species is required for the interior doors? A: Solid wood doors may be any of the following species meeting the other requirements of the Project Specifications: Oak, Pine, Alder, Birch, Maple.

What are the details for the hardware and glazing for the doors. The office door and the break room door shall have clear glass glazing in the upper half of the door. The office shall have keyed lockset. The bathroom shall have privacy lockset. All other doors shall be simple latch without locking mechanism.

Spec 6100-3 for the interior door and window trim shows 4" or larger pine molding. Do you want 1 x 4 wood trim around the metal casing ? A: Metal trimmed doors do not require wood trim. All items without metal trim shall be trimmed with 1 x 4 clear pine molding.

Where is blocking required? A: Blocking is required for fixtures and ADA elements in the lavatory, for cabinets in the break room and for stair railing and for all items that are to be wall mounted.

Downspouts are shown at the corners of building, will the stormwater terminate on the aprons or into a

underground pipe drainage system? A: It is intended to discharge on the apron. The contractor shall place a very minimal swale in the concrete apron where the downspouts discharge. Downspouts are only allowed at the building corners.

Is there an overhang on the south side of the building? A: Yes there is a 10' overhang. There is also gutter and snow clips or rails on the south side. Same on the north side.

Will there be a future crane that the building will have to be designed for, structural and electrical ? A: There are no plans for an overhead crane.

Please provide dimensions between the building and the bollards and the height as well. Would you like the bollards to be painted or supply plastic sleeves with reflective tape ? A: Bollards should be about 4" diameter 36" above finished grade with plastic sleeves and reflective tape. These should be about 16" to the side of the overhead doors and 3 feet from the south wall as field directed by the Engineer.

Are the drywall outside corners to be square or radius? A: Please use a radius.

Will there be a paint schedule released for drywall, doors, steel structure, etc? A: the steel shall have a durable gray primer finish intended for long term exterior exposure.

General wall cap. You are showing a 1 x wood wall cap at the stairs and mezzanine knee wall. Would you like a skirt board installed on both sides of the wall under the 1x wood cap? A: Install 1 x 4 skirt trim board continuous each side of wall cap and stair wall stringer of clear pine to match other trim elements.

Will there be a sealer installed on interior and exterior concrete slabs A: The Town will seal the interior floor before moving in.

Can we notch the edge of the slab rather than flash. A: No, it must be flashed and the full insulation envelope preserved.

Is there expansion material between the aprons and the foundation. A: No, the aprons should not be connected to the foundations.

Where does the Town work end and the Contractor's begin. A: The contractor is to install the gas and sewer line from Clara Vista on to the building and throughout. The gas company will set the meter. On the electric, the Town will coordinate with DMEA and extend the power to the transformer which will located approximately 20' outside the building and from there the contractor will install the electric into the service and through the building and outside the building as shown on the plans. The contractor will tie into the water by the tank and extend it to and through the building.

What size and materials are the hot and cold water lines? A: K copper is required outside and L copper inside. A number of the 3/4" branch pipe sizes are shown on P1-1. Route 1-1/4" CW and 1" HW to and from the gas fired water heater from under the stairs to the emergency shower/eyewash.

Is there a difference between the notes on P2-1 and P2-2? A: No, the notes are the same.

What is the size, location, and pipe type on the compressed air pipe? A: Refer to drawings M1-1 and M1-2 for compressed air piping route and drop locations. Compressed air pipe size is 3/4". Below 10 ft the pipe should be aluminum similar to Ingersoll Rand SimplAir piping. Above 10ft the pipe is required to be black iron.

Does the Town want to connect the mop sink to the drain that goes thru the oil sand separator. A: That sounds like a good idea, but for the current pricing leave it as shown on the plans.

Does the Town plan to add backup power to the system. A: If funds allow, we would do some critical loads. Do not include it in the pricing for the proposal.

What is the location and size of the fire connection. A: For the proposal assume it will a 4" connection on the outside of the building where the water line enters the building.

What is the location and size of the main water supply. A: The domestic water service is 1-1/2". There is a meter and backflow preventer under the stairs by the hot water heater.

Are there two or three septic tanks and can they use their standard precast septic tank. A: There are two tanks at the locations shown on the civil plans (rather than as shown on P1-1) and yes they can be standard 1250 gallon tank.

Where are the hardware requirements. A: Some is in Section 05100 Miscellaneous metals and some in the Section 08540 - Passage Doors and on the plans.

There appears to be conflict in the contract time in the Agreement. Are there 120 calendar days or does the work need to be completed by February 15, 2020 ? A: The intent is the for Contractor to meet both requirements.