

# VILLAGE OF MARVIN MINUTES OF PRE-BID MEETING FOR VILLAGE HALL PROJECT

**Date:** April 24, 2019  
**Time:** 1:00 PM  
**Location:** Marvin Village Hall, 10004 New Town Road, Marvin, NC

## ATTENDANCE

John Rider, Urban Architects, opened the meeting and staff introduced themselves: Rohit Ammanamanchi, Village Planner, Christine Robertson, Village Finance Officer. It was discussed that Christina Alphin, Village Administrator, was not present but would be handling communication and follow up questions with contractors.

The sign-in sheet for companies who attended is hereby incorporated by reference.

## PRESENTATION, QUESTIONS AND ANSWERS

John Rider and Christine Robertson gave an overview of the project and addressed the following: (Bolded lines are follow-up items)

- Contractor is responsible for paying and pulling building permits
- Permit Fees for gas, etc. Have been paid.
- There are 2 alternates for a façade, one will be chosen by the Village.
- 2<sup>nd</sup> floor is unfinished
- Bids are due by May 14<sup>th</sup>, and will be opened on May 30<sup>th</sup> by Council in the Village Hall
- Completion is 8 months from Notice to Proceed
- Performance/Payment Bond required
- Audited financials & litigation history required.
- **Contractors asked if the above two items can be submitted after bid approval or aside from bid, in order to keep company sensitive information out of public record.**
- **Contractors asked if there are alternatives to Performance/Payment Bonds, such as Letter of Credit, Referrals, or Trade References.**
- Three years of financial history are required, years without audits can be filled in with internally prepared financial statements
- We will assist with permits
- Permits were approved in 2017, using Union County 2012 Building code. Therefore, any revisions to plans will have to be reviewed under the updated 2018 Building code.
- Location of the site was presented, at the corner of Marvin School and New Town Roads. The adjacent parcel also owned by the Village of Marvin was discussed, it is not a part of the site in this project, however.
- Questions will be received by architect until Thursday May 9<sup>th</sup>.
- Contractors can give the cost for any unsuitables discovered during construction (bad soil, rock)
- Audio Visual installation is not included in the bid
- Liquidated damages is \$500/day
- Contractors asked is there a provision for an extension due to excessive rain days. Yes, see section 3.4 of project manual
- Contractors asked why the bid is due at 12:00. They mentioned preferring 2 or 3 o'clock instead.
- **Contractors recommended that permitting fees, etc. be listed as directly reimbursable instead of as a part of the bid price. Staff will research this.**
- **Is there a reimbursed cost associated with extension of contract due to rain days?**
- **Can the contractors receive the DWG (AutoCAD) files directly?**

- Already have driveway permits
- Stream buffer on property
- Last bid opening was April 1<sup>st</sup>. We had to rebid due to not enough bidders.
- A contractor asked “what is the budget?”. We said information on that is in the addenda from last bid, and that contractors should just submit the best possible price.

## **CLOSURE**

The meeting was adjourned at approximately 1:45 PM.

PRE-BID MEETING ATTENDANCE SHEET

Project Name	Village of Marvin Village Hall				
Project #	1000				
Prebid Date	Wednesday, April 24, 2019				
Prebid Location	10004 New Town Road Marvin, NC 28173				
Contracts Administrator	Christina Alphin				
Project Architect	John Rider Urban Architects				
Company Name	Representative's Name (Please Print Name)	Address	Telephone	Email	
JOHN WALKER	CARMEL CONTRACTORS	8030 ENGLAND ST CHARLOTTE, NC	704-552-2338	estimating@carmelcontractors.com	
SDNI CONST. INC	MUKESH PATEL	2764 PLEASANT RD #114-24 FORT MILL, SC 29708	803 5477100 (D) 803 4874669 (C)	soni@compoium.net	
QUALIFIED BUILDERS INC.	TERRY SMITH	8801 FAST PARK DR. DAL., NC 27617	919.784.9280	TERRY.SMITH@QUALIFIEDBUILDERSINC.COM	
QC7 DEVELOPMENT SERVICES, LTA.	PATRICIA G. BATSELL	330 EAST HEBRON CHARLOTTE, NC 28278	912-503-0277	TRISH@QC7SERVICES.COM	
GOODWIN CUSTOM HOMES	CHRIS GOODWIN	7018 EDENBRIDGE LN CHAR. NC. 28226	704-576-1108	chrise@goodwincustomhomes.com	
GOODWIN CONST	JAN GOODWIN (JIM)	10400 TAKEBIRGE ST CLT NC. 28277	704-609-1884	JANGOODWIN@ARCH@AOL.COM	
DEBALL ARCH GRP.	JOHN RIDER	1242 MAULDE. MATHENS	704-841-1899	JOHNRIDER@DEBALLARCH.COM	
Miles McCrellan Construction	Mela Mauldin	2201 E. Crownpoint Executive Dr Charlotte, NC 28227	980 931 8144	estimatingnc@mmlbuildings.com	