



PRE-BID CONFERENCE AND SITE VISIT AGENDA

Project No.: 44803

Table with 2 columns: Project Description (Replace Perimeter Fences, Perimeter Systems & Redirect Drainage Sullivan Correctional Facility) and Pre Bid Site Visit Date (September 29, 2015 / October 1, 2015). Includes OGS Personnel Conducting Meeting: Kevin O'Brien, Mark Swehla.

See attached attendance sheet (BDC 224) of all present at meeting

Meeting Chaired by Area Supervisor/EIC:

1. Introduce OGS/D&C & Client personnel (and Dept. of Labor if present). 9/29/15: Kevin O'Brien\*, Mark Magnone \*, Anton Beza \*, James Buckley, CM (Jacobs), Carl Ruppert \* 10/01/15: Kevin O'Brien\*, Mark Swehla, Mark Magnone \*, Anton Beza \*, James Buckley, CM (Jacobs), Deana Miller \* \* OGS Designated Contacts for pre-bid conference

2. Bidders Questions: Bidder's Questions shall be addressed by means of the OGS Public Web site. Pre-Bid inquiries answered by means other than Addendum will not be binding. All addenda will be posted on the OGS web site. See Document 002113 - Instructions to Bidders for further details.

3. Contract Highlights: Bid Date, time and location: Wednesday, October 14, 2015 until 2:00pm OGS Design & Construction Group Division of Contract Management 35th Floor, Corning Tower, Empire State Plaza Albany, NY 12242 Substantial and Physical Completion Dates: Substantially complete the Work within 450 days after the Agreement is approved by the Comptroller. \$1,000 per day Liquidated Damages for delay in achieving Substantial Completion. Physically complete the Work within 90 days after the established Substantial Completion Date. \$500 per day Liquidated Damages for delay in achieving Physical Completion. Specific Project Requirements: Restricted Work Periods: Paving, Asbestos Abatement, Seeding Phasing: As per bid documents MWBE Requirements: MBE - 11%; WBE - 9%. Other: Review Specification Sections 013000, 013113, and 013200 for scheduling requirements.

Additional Comments: Overview of Project Scope: Provide replacement of the existing perimeter security fences and security systems with new perimeter fences and security systems meeting DOCCS's current standards for Maximum Security Facilities. The project shall include grading and storm water drainage work along the perimeter fences and patrol road

4. Insurance requirements including recent changes (builder's risk, OCP) & special hazardous materials insurance requirements as applicable.

- Recommend read Article 19 completely for all insurances.

5. Pre Award Submittal Requirements:

- Mandatory Pre-Award Submittals are required under Section 002219: Supplementary Instructions to Bidders – Bidders Qualifications. This requires the contractor to submit a Pre-Award Submittal Package to the Region Supervisor within 5 days of bid opening; otherwise, the bid can be deemed non-responsive.

\* Section 002219 also includes Mandatory Pre-Award Submittals for critical systems as specified in sections: 281603, 281604, 281605, 281607, and 282301

6. Contract Award Submittal Requirements (if applicable)

- **Submittal No. 1:** (Lead Contractor Only): Establish the subscription with the electronic submittals website provider as described in Electronic Submittal Article in Specification Section 013300, and submit no later than 10 days after approval of the Contract by the Comptroller.
- **Submittal No. 2:** Submit the Contractor's List of Subcontractor/Suppliers (BDC-329) information required in Schedules and Records Article in Specification Section 011000 no later than 15 days after approval of the Contract by the Comptroller.
- **Submittal No. 3:** Submit a Progress Schedule per Specification Sections 013000, 013113, and 013200 no later than 15 days after approval of the Contract by the Comptroller.
- **\$75 per day Liquidated Damages for delays in these submittals.**

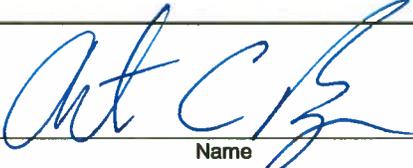
7. Contractor's Supervision:

- Competent supervision (Full-Time)
- Right to terminate negligent or incompetent supervisors.
- Review level of expected supervision, as described in Article 6.1 of the General Conditions.

8. Specific project requirements/facility rules & regulations

\* Contractors were instructed to review spec. Sections: 013000, 015633, 015634.

9. Visit the site.  Yes  No - If No, please explain:

 Name	SR. MECH. SPEC. WRITER Title	10/01/2015 Date
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