



PRE-BID SITE VISIT AGENDA

Project No.: 44609

Project Description: <i>(Project Title, Facility Name and Address)</i> Remove Pedestrian Walkway & Bridge Sing Sing Correctional Facility 354 Hunter Street Ossining, NY 10562-5498	Pre Bid Site Visit Date: July 28, 2015 / July 30, 2015
	OGS Personnel Conducting Meeting: Larry Fitzpatrick

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).
Ajai Shankar and Anton Beza - OGS Designated Contacts for pre-bid conference
Deana Miller - OGS Project Manager

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, **August 12, 2015** until 2:00pm
 OGS Design & Construction Group
 Contract Administrations
 35th Floor, Corning Tower, Empire State Plaza
 Albany, NY 12242

Substantial and Physical Completion Dates:

- Substantially complete the Work within **410** 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: **Work within Metro North Railroad ROW**
- Phasing: _____
- M/WBE Requirements: MBE - 15%; WBE - 15%.
- Other: _____

Review Specification Sections 013000, 013113, 013119, and 013200 for scheduling requirements.

Additional Comments:

Permits for Work within Metro North Railroad Right-of-Way Force Account with Metro North Railroad

Security Systems cable & conduit relocation Work area limits Demolition Sequencing of Work

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.
 - Other Pre-Award Submittal Requirements (if applicable). These can be found in Section 002217: Supplementary instructions to Bidders – Condition of Award.
- * Pre-Award Submittals required in Division 28

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, 013119, and 013200 no later than 15 days after approval of the Contract by the Comptroller.
 - Others, as additionally defined in Specification Section 011000, Article 1.05.
 - **\$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 (Spec. Section 015000).

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

Name	Title	Date
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