

PRE-BID MEETING AGENDA

1. **Purpose of Meeting:**
 - a. Pre-bid meeting is being held for all contractors to visit and examine the site. Participants at the pre-bid meeting are as follows: A/E, User, CDB, FEP rep. and interested contractors and their sub-contractors. Also, the pre-bid opens the lines of communication between bidders, A/E, Using Agency, and CDB.

2. **Introduction:**
 - a. CDB (PM), A/E (and consultants), & Using Agency.
 - b. A/E to record all in attendance (name & firm represented).
 - c. Stress cooperation from all contractors and surfacing problems to CDB , A/E, or User.

- 3: **Scope:**
 - a. Review of 12 items of work A thru L.
 - b. Tour of campus and existing building upon review of agenda.

4. **Agenda:**
 - a. Phase Two: **July 24, 2012, 2:00 pm CDB Spfld.**
 - b. Interviews: **August 7, 2012** (times to be announced by Contracts.)
 - c. Contract Time: **365 calendar days from ATP.**
 - d. 4 amendments to date.
 - e. Water & Electric available at the site.
 - f. Construction Admin. Fee (CAF): D/B Firm shall include the CAF amount listed in section 00 21 40.
 - g. MBE/FBE Goals: Design: 10% total split 5% MBE & 5% FBE.
 Construction: 10% total, split 7% MBE & 3% FBE Tier 1 & 2 subcontractors and suppliers
 - h. Project labor Agreement: This project does have a PLA. Please reference section 00 21 16 for all details.
 - i. Review Standard Documents for D/B 2007.
 - j. Be sure to review the contents scoring criteria.
 - k. Proposer provides cost information in separate sealed envelope (there is not a form or specified format); CDB will review technical materials first.
 - m. Prior to making inquiries, D/B verify information is not in documents.
 - (i) Questions are only accepted on CDB website.
 - (ii) Tim Patrick or bridging A/E will answer (depends on nature of question)
 - (iii) Last day for questions is July 17, 2012.

5. **User Agency Comments:** (if applicable)