



CITY OF LEBANON HIGHWAY GARAGE PROJECT PRE-AWARD MEETING MINUTES

January 18, 2022

2:00 PM

- Introductions
 - City of Lebanon
 - ✓ Kevin Krulik – City Engineer
 - ✓ Dave Newell – Street Superintendent

 - Kramer Companies
 - ✓ Dan Sulkoske – Owner Representative (not present)
 - ✓ Sarah Craft – Owner Representative

 - KRM Architecture
 - ✓ Winifrid Williams – Lead Architect
 - ✓ Matt Yates
 - ✓ Dave Montgomery

 - Fredericks Inc.
 - ✓ Andrew Brinks (Project Manager)
 - ✓ Liza Nightenhelser (Project Administrator)

- Fredericks Inc. has been identified as the apparent low responsive and responsible bidder for the Lebanon Highway Garage Project. At this time, it is anticipated that the City of Lebanon will accept Base Bid and all Alternates.

- Fredericks bid was reviewed (see attached). All bid amounts were acknowledged by Fredericks.
 - Base Bid
 - Alternates
 - Unit Prices
 - ✓ Fredericks communicated that they need to confirm that the geotextile they are proposing meets contract requirements. Kramer requested that the geotextile specifications be sent for site civil (Crossroad) review and response.



- Construction Schedule/Milestones
 - Sequencing/Phasing of Work to be provided within 48 hours of Notice to Proceed (NTP) – acknowledged by Fredericks
 - Construction Schedule to be provided within 48 hours of NTP – acknowledged by Fredericks
 - Fredericks provided a preliminary schedule for review (attached)
 - Fredericks anticipates mobilization on 4/4/22 unless mild weather allows an earlier start date.
 - Final Completion of Project was acknowledged by Fredericks as 8/15/23.
 - Subcontractor List has been provided and is under review by KRM.
 - Schedule of Values to be provided with 48 hours of NTP – acknowledged by Fredericks
- Notice to Proceed (NTP) – Work to begin at NTP (execution of Agreement to follow) – acknowledged by Fredericks
 - Anticipated on or after 1/25/22 following the 1/24/22 Public Works Meeting
 - Bonds and Insurance to be submitted within 48 hours of NTP – acknowledged by Fredericks
 - Certificate of Liability Insurance to be submitted within 48 hours of NTP. Certificate shall name City of Lebanon, Kramer Inc and KRM Architecture as additional insured.
- Final Completion Dates
 - Final Completion of Project by 8/15/23 – acknowledged by Fredericks
- Bi-Weekly Progress Meetings
 - Contractor to be responsible for updating meeting minutes.
 - Contractor to provide updated as follows:
 - Schedule
 - Submittal Log
 - RFI Log
 - RFP Log
 - CO Log
 - Etc.
- Owner Coordination/Notification
 - Work Hours
 - Fredericks intends to work Monday-Friday from 6:30am-4:30pm. Fredericks was advised that the City's noise ordinance allows noise between 7am-11pm. The City does not anticipate any complaints with a 6:30am start time due to the project site being in an industrial area.
 - All work shall have clear separation from adjacent property owner operations (Vincennes Training Center, etc). Fredericks is to be mindful of tracking on Mt. Zion Road.



- The fuel tank at existing street department will be relocated to the project site by CO-OP. Fredericks to coordinate with Owner's vendor as may be necessary.
- Fredericks to schedule a data and power walk-thru with Owner, Kramer and Architect timely for rough-ins.
- The furniture package will be provided by Owner. Fredericks to coordinate with Owner's vendor as may be necessary.
- The following Communication Protocol was discussed: Kramer will initiate 1st email under the established communication protocol. Contractor may communicate verbally with those identified under the established communication protocol when absolutely necessary (City, Kramer and KRM). However, record of said communication shall be followed up by the Contractor in writing (email) to all parties under the communication protocol. The Contractor is advised that failure to do so may result in "at risk" circumstances for action taken by the Contractor resulting from said communication.
- The Testing Agency will be provided by and paid for by the Owner. Fredericks to coordinate and schedule testing agency for all material testing required by the Contract Documents. Any testing will require a minimum of 24-hours notice to testing agency and Kramer. Kramer to forward approved testing agency contact information. All re-testing will be at the expense of the Contractor.
- Utility locates shown or not shown on the plans are the responsibility of the Contractor.
- Substitutes and "Or-Equals" will not be considered – acknowledged by Fredericks
- Pre-Award Minutes will be attached as Exhibit to Contractor Agreement – acknowledged by Fredericks
- General Discussion
 - Long lead items
 - *Fredericks is anticipating a 7-month lead time for delivery of the pre-engineered metal building (worst case scenario). The material barns have a 3-4 month lead time. The building canopy has a 2-3 month lead time. Fredericks communicated that material deliveries do not appear to be schedule impacting at this time.
 - Loan closing for the City's bond is anticipated Week of 1/24/22. Fredericks Notice to Proceed will follow.
 - KRM has not submitted the state design release. In recent projects, KRM has observed that the State prefers to have the PEMB shop drawings in hand prior to approving the design release. The City of Lebanon communicated that the City would be agreeable to a conditional release in order for Fredericks to begin their earth work only.
 - Kramer will be providing periodic weekly inspections for the City of Lebanon.
 - Jason Christianson will likely be the on-site Superintendent for Fredericks.
 - The City of Lebanon has a location available for soil removed at garage project site.



- Fredericks was reminded that any materials stored on-site are at the Contractor's risk and the City will not be held liable for any damage or theft. The City also mentioned that there is a storage unit facility near the project site that may be able to be utilized.
- KRM requested that carpet and tile submittals be prioritized to avoid any possibility of discontinuation.

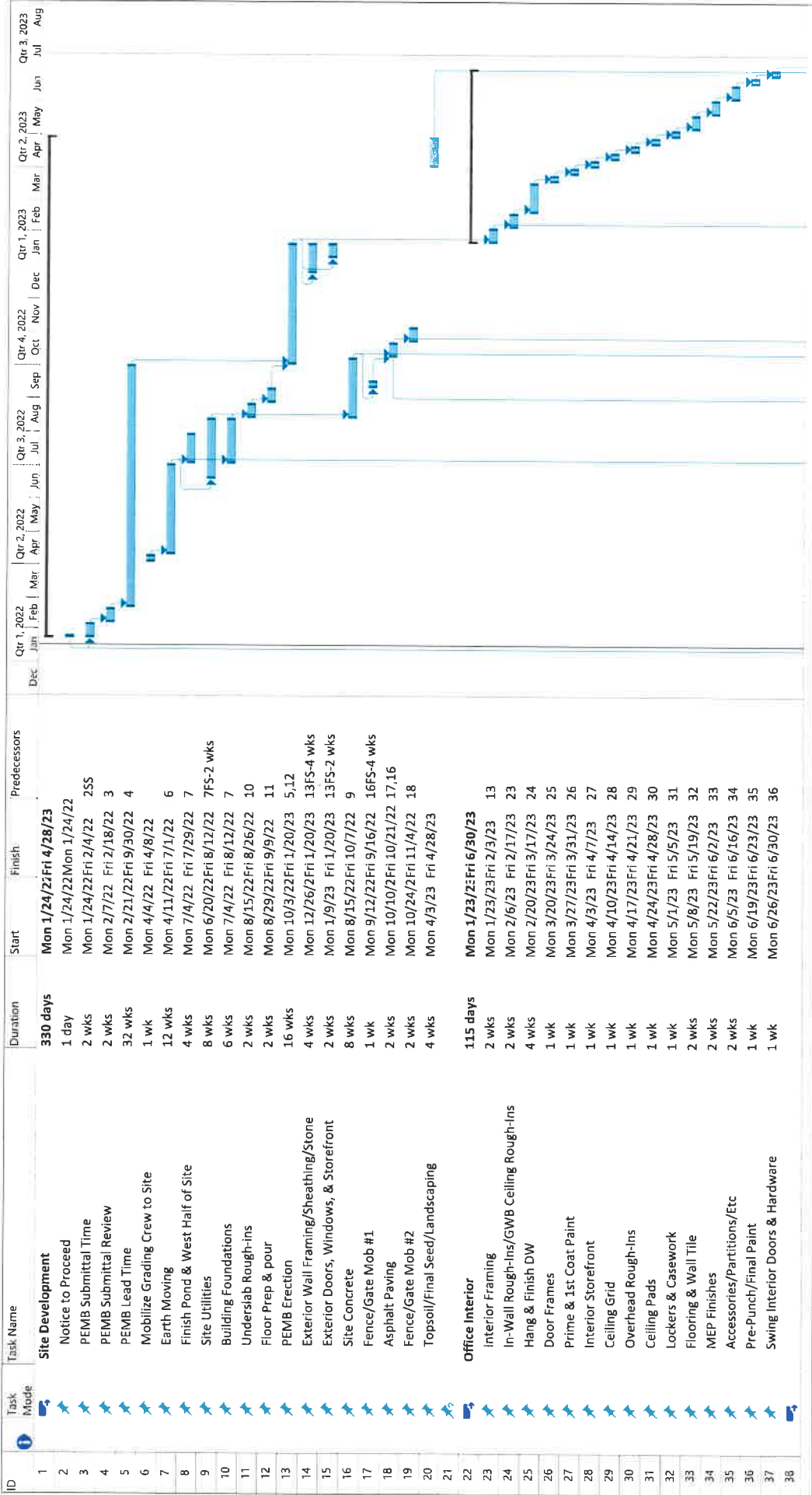
Bid Tabulation Sheet

City of Lebanon - Highway Garage

01.10.22 at 2:00



Contractor Name:	low bidder						
	Fredericks	Brandt Const	Abel Const	3D Professional Contracting	Myers Construction Management, Inc (MCMI)	Boyle Const Mngt	F.H.Paschen, S.N.Nielson & Assoc. LLC
Base BID:	\$4,299,246	\$4,314,000	\$4,372,630	\$4,535,000	\$4,830,000	\$4,884,000	\$4,954,000
Alternate BID Numbers:							
Alternate No. 1: ADD - 30' bay addition to garage	\$179,644	\$255,000	\$177,555	\$148,800	\$178,000	\$157,000	\$174,000
Alternate No. 2: ADD - Liquidated Damages	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Alternate No. 3: ADD - Garage interior metal liner	\$144,300	\$156,000	\$148,673	\$126,000	\$142,000	\$134,000	\$197,000
Sub total of Alternates taken (1 & 3)	\$323,944	\$411,000	\$326,228	\$274,800	\$320,000	\$291,000	\$371,000
Contractor total, Base + Alternates =	\$4,623,190	\$4,725,000	\$4,698,858	\$4,809,800	\$5,150,000	\$5,175,000	\$5,325,000
Unit Pricing =							
1. Subgrade Treatment (undistributed) - CYS	\$80.00	\$70.00	\$94.00	\$95.00	\$82.50	\$84.00	\$79.00
2. Geotextile for Pavement, subgrade (Undistributed) - S	\$1.75	\$3.20	\$10.50	\$85.00	\$11.00	\$11.50	\$10.54
3. Unsuitable Soil Removal (Undistributed) - CYS	\$70.00	\$103.00	\$141.00	\$75.00	\$44.00	\$45.00	\$10.00
Time of Completion =							
1. within 546 days - Aug 15, 2023	yes	yes	yes	yes	yes	yes	yes
2. Additional Days (?)	0	0	0	0	0	0	0



Project: Rough Schedule 1-17-22
Date: Mon 1/17/22

Task: [Task] [Split] [Milestone] [Summary]

Project Summary: [Project Summary] [Inactive Task] [Inactive Milestone] [Inactive Summary]

Manual Task: [Manual Task] [Manual Task Rollup] [Manual Summary]

Start-only: [Start-only] [Finish-only] [External Tasks] [External Milestone]

Deadline: [Deadline] [Progress] [Manual Progress]

ID	Task Name	Task Mode	Duration	Start	Finish	Predecessors
39	Garage Interior	Task	85 days	Mon 2/6/23	Fri 6/2/23	
40	Interior Framing	Task	1 wk	Mon 2/6/23	Fri 2/10/23	23
41	Liner Panel	Task	4 wks	Mon 2/13/23	Fri 3/10/23	40
42	MEP Overheads	Task	12 wks	Mon 3/13/23	Fri 6/2/23	41
43						
44	Salt Structure	Task	205 days?	Mon 1/24/22	Fri 11/4/22	
45	Salt Structure Submittals	Task	2 wks	Mon 1/24/22	Fri 2/4/22	255
46	Salt Structure Submittal Review	Task	2 wks	Mon 2/7/22	Fri 2/18/22	45
47	Salt Structure Lead Time	Task	16 wks	Mon 2/21/22	Fri 6/10/22	46
48	Salt Structure Foundations	Task	2 wks	Mon 7/4/22	Fri 7/15/22	7
49	Concrete Barrier Installation	Task	1 wk	Mon 9/12/22	Fri 9/16/22	1855-4 wks
50	Salt Structure Erection	Task	2 wks	Mon 10/24/22	Fri 11/4/22	18,49
51			1 day?	Mon 1/24/22	Mon 1/24/22	
52						
53	Fuel Tank Canopy	Task	205 days	Mon 1/24/22	Fri 11/4/22	
54	Fuel Canopy Submittals	Task	6 wks	Mon 1/24/22	Fri 3/4/22	255
55	Fuel Canopy Submittal Review	Task	2 wks	Mon 3/7/22	Fri 3/18/22	54
56	Fuel Canopy Lead Time	Task	8 wks	Mon 3/21/22	Fri 5/13/22	55
57	Fuel Tank Canopy Foundations, Walls, & Slab	Task	2 wks	Mon 10/10/22	Fri 10/21/22	16
58	Fuel Tank Canopy Erection	Task	2 wks	Mon 10/24/22	Fri 11/4/22	56,57
59						
60	Substantial Completion/Punch List	Task	2 wks	Mon 7/3/23	Fri 7/14/23	20,37,42,51,58



Project: Rough Schedule 1-17-2
Date: Mon 1/17/22

Task Split Milestone Summary

Project Summary Inactive Task Inactive Milestone Inactive Summary

Manual Task Duration-only Manual Summary Rollup Manual Summary

Start-only Finish-only External Tasks External Milestone

Deadline Progress Manual Progress