

**Benton County Public Works
Avery Complex Addition
Project No. B-1-02-16
Mandatory Pre-Bid Walkthrough Notes
July 31, 2017, 10:00 am**

Chris Bielenberg (retired Facilities Manager for Benton County) is now the Project Manager for this project. He will be the main contact for this project. He can be reached at 541-740-5168 or at Chris.E.Bielenberg@co.benton.or.us

Introduction of Design Team:

Chris Veit: Carlson-Veit, main architect
James Dinard Stability Engineering, Inc.
Fred Shaub: EESI, MPE work
Laurel Wong: EESI, Electrical Design

Mandatory Pre-Bid Sign-up Sheet: General contractors must sign the "Sign up sheet" to be eligible to bid.

Bid Due Date: Bids are due on Tuesday, August 8, 2017 at 2:00 pm. First tier is due by 4:00 pm that same day.

RFI and Substitutions Due Date: Friday, August 4, 2017 at Noon so they can be published and have time to include them in their bids. It needs to be sent to Carlson-Veit. Posted responses will be on the website and they will also be sent to everyone on the bidders list.

Completion Date: January 31, 2018. It may seem ambitious, but the design team would like some feedback if the deadline if there is difficulty with lead time for equipment. May be an issue with getting subs out. Please give us any feedback if it is insurmountable.

Permits: The County has already gone through the process with the City of Corvallis. Permits should be issued within the next week. There should be no delays. The land use has also been reviewed and processed. The City is just waiting for a Contractor to be awarded the project. All permits will be issued through Benton County and paid for by the County. However, Contractor must secure electrical permits, but they are paid for by the County. The Contractor is responsible for securing the permits and calling the County for all required inspections.

Contracting Authority: The Commissioners have given contract signature authority to Josh Wheeler, Director of Public Works. Legal has already seen the contracts so there will be no delays. Only bottleneck will be the Contractors securing bonding and insurance information to the County.

Prevailing Wage Rates: Weekly wage certifications must be provided to the County with to each pay request.

Two Phase Construction Project:

- **Phase 1:** New Construction – that part of the building has already been vacated and is ready to go. It is anticipated that the new addition will be completed first.
- **Phase 2:** We will move some of the personnel inside the facility to another area so the rest of the building can be remodeled. It will be a short duration, but we will still be in operation. There will be upgrades to the walls with painting, carpeting, etc. Also note that the reception area needs to be in operation for the public. We will need access to the ADA ramp and front staircase.

Chris Veit: It will be a good project because it is a 5,000 square ft. project.

- The City is really concerned about flood plain elevation. They will probably check that pretty close.
- Will be putting in a new elevator which will be a long lead item. So the winning Contractor should secure the elevator sub the day following award. The elevator pit has a lot of water proofing because it is part of the flood plain issue.
- The rest of the project is well drawn out on the drawings, specifically 7.01 & 7.02 so it takes out a lot of guesswork. Finishes and colors have already been decided.
- There are a lot of small changes from the last set of drawings. Make sure you are using the new set of drawings to avoid any risk of relying on the old drawings.
- The parking under the new structure had to be eliminated and it is now fenced off. It is a result of the City of Corvallis' interpretation. It would have caused a two hour fire separation between the two spaces.
- This building is set up on steel foundation. The wood option resulted in such large sizes that it would not have been a good option.
- Schedule deadline of August 4th. Currently have received requests for product substitutions.
- Please note the front entry of the building needs to remain open so the public has access to it. The inside of the reception area is the same.
- If you have any questions, please give a call. We want to make this process as easy as possible for you.
- We have a great team in our office that is willing to help you.
- Encouraged all the general contractors to reach out to their favorite subs for some of the work (i.e. small metal roof area)

James Dinard: Stability Engineering, Inc.

- The wood construction is pretty typical on top of steel foundation. There are a lot of details. It is a fairly straight-forward construction.
- Have already signed up FEI as a special inspector and have told the City who is fine with that.
- All the flood plain issues are solved.

Fred Shaub: Mechanical System:

- An attic space in the new building with a pull down stair which is 570 lb. capacity with a 55 degree approach angle. It is really appropriate pull down stair. The attic is where the HVAC equipment will be installed. It will be all indoors with an array of duct work coming and going.
- We have a split system condenser units outside.

- Natural gas is available to the existing unit.
- Rooftop units and thermostats that are being removed for the new one; the County wants to salvage those rather than the Contractor salvaging them.
- A control contractor wanted to know if they can substitute equipment. No, the County wants to stay with the same controls (Reliable). The County has a contract with a company and want to stay with them.
- Plumbing Systems: All in the drawings.
- Any long lead items: No

Laurel Wong: Electrical

- The entire building is going to get revamped for new LED fixtures.
- Data: On the upper level it will be cable trays over a dropped ceiling. On the lower level, it will be all in the walls.
- The drawings show a vault & transformer set up that will come right through the building with a new 3-phase power. That is how it will be bid, but we are working with PP&L to see if there is something else that can be used.
- One contractor asked which drawing showed where the vault location will be. Laurel said the drawing was E1.0. It was missing from the bid documents, so it will be provided after the meeting.

Questions:

- Structural question: Pit is going to run alongside the existing wall. The foundation is under that wall? Yes. The wall stays. A new stem wall underneath the existing wall for the elevator pit. So the contractor is supposed to dig under the existing footing and stem wall? Yes, unless it is cheaper to cut it out.
- Is there a preliminary estimate for the program? Yes, between \$1.4 and \$1.5 million.
- Can we receive a copy of E1.0? Yes
- The vault is coordinated with Pacific Power. Comment made that PP&L is two months out with returning calls. Response – Laurel has been in contact with them.

Chris Bielenberg: We will take a walk through starting with the cosmetic and minor remodel and end with the empty area where the second story will be built.

Walk-through Questions/Comments:

- Landscaping maybe done by a contractor or possibly by the County. It is mandated by the City. That is why it is a separate bid.
- Contractors are responsible for their own trenching.
- Reception area must stay functional as much as possible
- All the lighting fixtures will be replaced
- A temporary toilet is required
- Power and water is negotiable with Chris Bielenberg
- Contractors will have the one side of the parking lot for staging and can use an area behind the fence. Will need to keep one lane of traffic open.