



City of Danville
Pre-bid Conference

Date: November 29, 2022
Project: IFB 22-23-046 "Doyle Thomas Park Splashpad"

Name	Company Name & Address	Telephone	Fax No.	e-mail Address
Carol Henley	Purchasing	(434) 799-6528 option 3		henlecg@danvilleva.gov
KEN BECRAFT	BLAIR CONSTRUCTION	434-656-6243		kbecraft@blair-construction.com
Graham Smith	Site Collaborative	919.805.3586		graham@sitecollaborative.com
Lyn Mitchell	Site Collaborative	919.805.3586		lyn@sitecollaborative.com
Gina Craig	PAR	434-799-5200		craiggs@danvilleva.gov
Bill Sgrinica	PAR	11		sgrinica@danvilleva.gov

PRE-BID MEETING AGENDA

PROJECT NAME:	Doyle Thomas Park Splashpad
PROJECT # (CITY):	IFB-22-23-046
PROJECT # (SITE COLLAB):	19100.03
MEETING DATE/TIME:	Tuesday, November 29, 2022 @ 10am
MEETING LOCATION:	Project Site (corner of Green Street and Park Street)

PROJECT CONSULTANT TEAM:

- Site Collaborative (Prime Consultant/Landscape Architects)
 - Graham Smith, PLA – Principal-In-Charge
 - Lyn Mitchell, PLA – Project Manager
- *Grounded Engineering (Civil Engineers) – not in attendance at pre-bid*
 - *Sean Dolle, PE*
- *Sigma Engineered Consultants (MEP Engineers) – not in attendance at pre-bid*
 - *Reggie Adams, PE (electrical)*
 - *Paul Romiti, PE (mechanical + plumbing)*
 - *Steven Richardson*
- *Siska Aurand (Aquatic Design Consultants) – not in attendance at pre-bid*
 - *Doug Aurand, PLA*
 - *Becky Bachmeier*

PROJECT OWNER/CLIENT:

- City of Danville (VA) Parks and Recreation
 - Bill Sgrinia – Director of Parks and Recreation
 - Gina Craig – Administrative Division Director
- City of Danville (VA) Purchasing Department
 - Carol Henley – Acting Director of Purchasing

PROJECT DESCRIPTION:

The Doyle Thomas Park Splashpad is the creation of a neighborhood splashpad area as part of a park renovation. These improvements are primarily located along the northwestern and western edge of Doyle Thomas Park. The site design includes a neighborhood-scale aquatic play space, parking improvements, a restroom structure, numerous seating areas, enhanced landscaping, utility improvements, and stormwater features. Work shall also include any associated items for these items as per the Contract Documents.

BID DOCUMENTS (drawings and specifications):

- Available online as pdfs at this link:

[IFB 22-23-046 Doyle Thomas Slpash Pad Web - OneDrive \(sharepoint.com\)](#)

BID OPENING:

- 2:00pm ET on Wednesday, December 21, 2022 at the Purchasing Department (427 Patton Street, Room 304, Danville, Virginia 24541) **NOTE: ADDENDUM #1 CHANGED ORIGINAL DATE FROM 12/20/22 TO 12/21/22.**
- Sealed bids shall be accepted no later than 2pm on the date noted above
- NO digital/mailed bids
- See additional bidding instructions within the IFB documents posted online

BID FORM:

- Base Bid
 - Items noted within the Bid Documents
- Owners Contingency:
 - \$40,000 to be included within the TOTAL BID PROPOSAL as noted within the Bid Documents
- Unit Prices
 - Unit Prices A, B, and C as noted within the Bid Documents
- Allowances:
 - Allowances A, B, and C as noted within the Bid Documents – directly associated with Unit Prices
- TOTAL BID PROPOSAL
 - Includes all items noted above
- Alternates
 - Alternates #1, #2, and #3 as noted within the Bid Documents
- Contractor Information
- Acknowledgement of Receipt of Addenda
- Proposal Signature Page
- Bidder Qualifications
- ~~Additional Bidders~~

BID BOND:

- Bidders are required to use the Bid Bond sheets within the Project Manual. 5% Required.

BIDDER QUESTIONS:

- All questions asked today at the meeting and via email by end of day today (11.29.22) will be included in an Addendum #2 to be sent out within the next few days.
- Submit all project questions and basis of design product substitution requests in writing via email no later than 5:00pm ET on Friday, December 9, 2022.
- **All questions and basis of design product substitution requests must be made in writing via email to the following address: parkbids@danvilleva.gov**
- All addenda will be sent out prior to end of day Tuesday, December 13, 2022 (7+ days prior to bid opening).

CONSTRUCTION CONTRACT:

- Construction Schedule is 180 consecutive days after Notice to Proceed
- Final Completion to occur after Substantial Completion punchlist is completed
- A Performance Bond and Payment Bond will be required.
- For Insurance requirements, please review General Conditions and Supplementary General Conditions.

CONSTRUCTION MATTERS:

- Pay attention to Construction Sequence, Construction Entrances, and Limits of Work noted within Bid Documents

- Materials Testing to be paid for by City but coordinated by Contractor – contract not finalized with vendor – rebar, compaction, density, asphalt, concrete, rebar, structural steel
- All excess soils, unsuitable material, and items noted to be demolished and removed shall be properly disposed of offsite at no additional cost to the owner.
- All contractors must have valid Virginia and Danville licenses by the time construction commences.
- All landscaping shall be installed and maintained by a licensed VA Landscape Contractor for the duration of the project. VA license must be obtained by the time landscape installation commences.
- Contractor is responsible for providing construction staking. At the completion of construction operations, the surveyor of record shall be responsible for completing as-built drawings.
- Contractor is responsible for site security for the duration of the construction contract.
- Doyle Thomas Park is an active community park that will remain open for duration of project. Contractor is responsible for fencing and security of active construction zone and any staging areas.
- Staging area cannot negatively impact existing trees.

CONSTRUCTION PERMITS/FEEES:

- Building Permit fees are waived (city project).
- Final permits will be obtained by consultant team/City.
- Tap Fees to be paid by contractor and shall be included in base proposal.

QUESTIONS FROM PRE-BID MEETING:

Q1:

Q2:

Q3:

Q4:

Q5:

Q6:

CONTRACTOR ATTENDEES:

See attached sign in sheet