

Lake County Office of Procurement Services
ITB 23-910 – Construction of Fire Station 71 (REBID)
Pre-Bid Meeting Minutes

November 17, 2022

Location:

East Lake Mini Library at the East Lake Sports and Community Complex
24809 Wallick Rd.
Sorrento, FL 32776
Begin Time: 3:30PM
End Time: 4:10PM

November 18, 2022

Location:

East Lake Mini Library at the East Lake Sports and Community Complex
24809 Wallick Rd.
Sorrento, FL 32776
Begin Time: 2:00PM
End Time: 2:54PM

Owners Representatives: Ivan Lespier, Construction Program Manager, Facilities
Ron Falanga, Director, Procurement
Bill Ponko, Senior Contracting Officer, Procurement

Firms in Attendance:

November 17, 2022

ABBA Construction, Inc.
Boulevard Contractors Corp.
GSB Construction and Development, Inc.
Poli Construction, Inc.
Sentrigard Metal Roofing Systems

November 18, 2022

Blackwater Construction Services, LLC
CC Borden Construction, Inc.
Chet Craig Plumbing, Inc.

❖ Bill Ponko:

- Welcomed attendees pass around sign-in sheet
- Stated that this is a Mandatory meeting
- Stated that only those in attendance for the **November 17th or November 18th** pre-bid meetings would constitute as an eligible bidder
- Stated that the pre-bid minutes and the attendee listing would be issued to all attendees of the meeting and posted online.
- Noted that the NTE budget of \$3,958,946 to the solicitation.

- Noted that the NTE budget is based upon the Public Safety Department guaranteed budget of \$3,958,946.
- The Board agenda item with the NTE will be generated after the mandatory pre-bid based on vendor feedback.
- Noted that by having early approval will allow the awarded contractor to move faster thus giving better pricing.
- Bidders are encouraged to provide feedback to indicate if this budget number is realistic.
- Stated that bidders should familiarize themselves with the electronic submittal procedure and due time for bids.
- Noted the Solicitation Due: **Wednesday, December 14, 2022 - 3:00 PM (EST)**
- Stated that All bids received prior to due date/time, will be publicly opened at that time.
- Noted that this solicitation does not require a bond or proposal bond, only a performance and payment bond will be required from the awarded bidder.
- Stated that the official bid clock shall be through in the Submission Portal used by the County's Procurement Services Office and no other time keeping will be used.
- Stated that **Thursday December 1, 2022**, would be the last day for questions to be submitted. Addenda will be issued as quickly as possible after final questions deadline.
- Stated that submitters shall furnish any and all questions in writing (preferably emailed) to the Office of Procurement Services so that responses in the form of an Addendum can be issued.
- Noted that Addendum 1 was posted on November 14th, 2022. The addendum provides an optional construction site walk will be allowed of Fire Station 39 (sister of Fire Station 71) for attendees of the November 17 and November 18 Mandatory Pre-Bid Meetings. Attendees must wear the following Personal Protective Equipment: Hard sole and closed toe shoes, Hi-Viz shirt or vest, ANSI Hard Hat, and Safety Glasses.
- Stated that while it is the intention to keep the upcoming number of addenda to a minimum, more than one (1) addenda item may be released after the deadline for questions.
- Stated that the County will only accept questions regarding the ITB documents from primary contractors. Any subcontractors should forward questions through primary contractors.
- Identified the project and bid exhibits
 - Exhibit A – Scope of Work
 - Exhibit B – Insurance Requirements
 - Exhibit C – General Terms and Conditions for Lake County Florida
 - Exhibit D – Architectural Plans
 - Exhibit E – Architectural Revision Narrative
 - Exhibit F – Electrical Drawings
 - Exhibit G – Fire, HVAC and Plumbing Drawings
 - Exhibit H – Florida Building Code Requirements
 - Exhibit I – Geotechnical Report
 - Exhibit J – Landscape Drawings

- Exhibit K – Mechanical, Electrical and Plumbing Revisions
 - Exhibit L – Plan Review Comment Responses
 - Exhibit M – Pond Borings Location Plan
 - Exhibit N – Right of Way Utilization Permit
 - Exhibit O – Structural Drawings
 - Exhibit P – Technology Drawings
 - Exhibit Q – Technology Owner Specifications
 - Exhibit R – Performance and Payment Bond
 - Noted that Exhibits D – E and G can be found via the links on page 2 of the bid documents.
- Noted that only the properly executed ITB forms will be considered as a valid submittal.
 - Note requirements of the ITB forms.
 - Completed Attachment 1 – Solicitation Submittal Form.
 - Completed Attachment 2 – Pricing Sheet
 - Completed Attachment 3 – Reference Form.
 - All completed Addenda issued after the release of this solicitation must be signed and returned with the firm’s submittal. Failure to return signed addenda may be cause for submittal to be considered non-responsive.
 - Include a completed W-9 form.
 - Proof of insurance or evidence of insurability at levels in Exhibit B – Insurance Requirements.
 - DBPR license printout
 - SunBiz certificate – Please have all bids sign off by an officer of the company
 - Any Contractor required licenses.
 - Stated that this solicitation is a ITB to be awarded to the lowest responsive and responsible bidder in accordance with the scoring located in section 5.0 (page 3) of the solicitation documents
 - All bids submitted in response to this ITB, conference attendance travel and site visits must be at the sole expense of the firm, whether any agreement is signed as a result of this bid
 - A written Notice to Proceed would be issued upon award approval by the Board of County Commissioners.
- ❖ Lake County Facilities Management
 - Provided all attendees with a walk-through of the current construction for Fire Station 39.
 - ❖ Meeting Adjourn