MEETING AGENDA

PROJECT NAME/No: C-4016 New Science Building – Increment 2
DSA #: 01-117149

MANDATORY PRE-BID MEETING

Date: July 25, 2019
Time: 9:00 a.m.
Location: Contra Costa College
Student and Administrative Building, Rm 107
2600 Mission Bell Drive, San Pablo, CA

I. INTRODUCTIONS AND SIGN IN
   • Ron Johnson
      a. Introduction of Project Team Members:
         Ines Zildzic .................. Vice Chancellor, Facilities Planning and Construction, Contra Costa
         Community College District (CCCCD)
         Ron Johnson ............... Project Manager, Critical Solutions, Inc. (CSI)
         Mike Chambers .......... Construction Manager, Critical Solutions, Inc. (CSI)
         Ben Azarnoush .......... District Design Director, Contra Costa Community College District (CCCCD)
         Johnny Wong ............. Architect of Record (AOR), SmithGroup (SG)
         Yuki Suda .................. Architect, SmithGroup (SG)
         David Bleiman......... Structural Engineer – Rutherford & Chekene (R&C)
         Edwin Silva............... Inspector of Record (IOR) – Structures Group (SG)
         Pablo Reguero .......... Project Engineer, Critical Solutions, Inc. (CSI)
         Ben Cayabyab .......... Contracts Manager, Contra Costa Community College District (CCCCD)
         Bruce King ............... Buildings & Grounds Manager, Contra Costa College (CCC)
         Sharon McBrian ...... Vice President Construction Services, Property & Casualty, Keenan
      b. Sign-in sheet. Meeting sign-in sheet will be posted to the District’s webpage by the end of the day.

II. WELCOME AND INTRODUCTORY REMARKS
   • Ines Zildzic
   • Ron Johnson
      a. Important Note: An on-site job walk/field presentation follows this meeting. Attendance at
         this meeting and job walk is mandatory. At completion of the field presentation, bidder is
         responsible to obtain a Certification of Site Visit (Section 00450), signed by the District. This
         signed form must be submitted with your bid.
      b. Public Safety and Noise
      c. Project Stabilization Agreement (PSA) DOES apply to this project.
      d. EADOC (Bentley Systems) Web-Based Construction Management System
      e. This is a DSA-monitored project
      f. Review bid documents and submit RFIs early (do not append attachments to emails – RFIs must
         be in body of email only), so responses can be issued in a timely manner.
      g. OCIP DOES apply to this project.
III. BRIEF PROJECT DESCRIPTION

- Johnny Wong/David Bleiman
  a. Overview of Building Design
  b. Deductive Alternates
  c. BIM
  d. LEED Silver
  e. Anticipated Addendum

IV. PROJECT WORK RESTRICTIONS (see Section 01140)

- Mike Chambers
  a. Contractor Parking/Staging/Access
  f. Quality Control
  g. Schedule Requirements/Rain/Final Week
  h. Some Required Saturday Work
  i. Personnel
  j. Mock-Ups
  k. Take Over Inc.1 Fencing/Lights/SWPPP
  l. Addendum for Existing Conditions (Grading, Shoring and Utilities As-Builts).

- Bidders are encouraged to carefully review Division 0 & 1, specifically Section 01140, Work Restrictions.
- College Winter Break, Spring Break and Summer Break - Finals
- Contract Duration
  - Carefully review Section 00600, Construction Agreement
  - 21 Calendar Days from NTP to Mobilization
  - 650 Calendar Days from NTP to Substantial Completion (SC)
  - 60 Calendar Days between SC and Final Completion (FC)
  - Award of contract scheduled to be issued the day after District Board approval.
  - Successful Contractor will be required to submit bonds and insurance expeditiously.

V. OWNER-CONTROLLED INSURANCE PROGRAM (OCIP)

- Sharon McBrian
  a. Program Discussion

VI. BID PHASE COMMUNICATIONS & CORRESPONDENCE:

- Ben Cayabyab
  a. All project-related questions/RFIs must be submitted, via email, without attachments, to:
     **Ben Cayabyab, Contracts Manager**
     Contra Costa Community College District
     500 Court St., Martinez, CA 94553
     Email: bcyabyab@4cd.edu
  b. Deadline for receipt of RFIs is **August 20, 2019, prior to 5:00pm.**
VII. BID PHASE SCHEDULE MILESTONES
• Ben Cayabyab
  • Last day for RFI: August 20, 2019, prior to 5:00 p.m.
  • Last Addendum Issued: August 27, 2019
  • **Bid Opening:** September 4, 2019, 2:00 p.m.
  • Award of Contract: September 12, 2019
  • Notice to Proceed: September 23, 2019 (approximate)

VIII. BID OPENING:
• Ben Cayabyab
  a. Bids must be received at the **Contra Costa Community College District Office at 500 Court St, Martinez, CA by September 4, 2019, prior to 2:00 PM.**
  b. All bids will be time stamped at the reception counter in the building lobby.
  c. Any bid received after the bid opening time will be rejected.
  d. An announcement will be made at the two-minute mark prior to the bid opening deadline.

IX. BID PACKAGE:
• Ben Cayabyab
  a. Review your bid package carefully before submitting it. Be sure to include all required documentation, or bid will be rejected.
    ▪ **Completed Bid Proposal Form (Section 00300), to include bidder’s name and signature.**
    ▪ An active CLSB license number, as required in the bid documents.
    ▪ Current DIR Registration
    ▪ Acknowledgement of any addenda issued.
    ▪ Listing of actively-licensed subcontractors, including license numbers.
    ▪ **Bid Bond – 10% of Bid Amount.**
    ▪ Statement of Bidder’s Qualifications (Section 00400), signed by an authorized officer of the Bidder.
    ▪ Non-Collusion Affidavit, fully executed.
    ▪ Completed and signed Certification of Site Visit (Section 00450).
    ▪ Other documents as required by the Contract Documents.
  b. Bid bond must accompany bid; company checks can be accepted, but no cash will be accepted.
  c. Contact Ben Cayabyab if you have additional questions.

X. SUBSTITUTION REQUESTS MUST COMPLY WITH CONTRACT DOCUMENTS
• Mike Chambers
  a. Reference Section 00700, General Conditions, Article 3.11.1

XI. SITE JOB WALK/ FIELD PRESENTATION
• Mike Chambers
  a. Review Construction Site
  b. Review Staging Area
  c. Questions