

PRE-BID CONFERENCE AGENDA

December 16, 2014 10:00 AM

RAMAPO COLLEGE OF NEW JERSEY

Phase I College Park Apartments – Buckeye Renovation
RCNJ Project No. 2014-1-02C.1

LUMP SUM GC BIDS DUE – FEBRUARY 3, 2015 BY 2:00 PM

1. Introductions
 - a. Ramapo College of New Jersey – Owner
Represented by: Steve Sondey, Purchasing
 - b. Cambridge Construction Management – Construction Manager
Represented by: Daniel Connelly, Project Executive
Gregory Romero Jr, Project Manager
Joe Strasser, Project Manager
 - c. Comerro Coppa Architects, P.C. – Architect

Represented by: Steve Comerro, Architect

Jay Villa, Architect
2. Pre-Bid Conference
 - a. Mandatory – Bids will only be opened from firms listed on sign-in sheet
 - b. Minutes – Minutes of this meeting will be distributed in Addendum #1
3. Bid Dates
 - a. Friday, January 2, 2015 – 2:00 pm: Last day for questions / equivalent requests for approval
 - b. Tuesday, January 6, 2015: Addendum No. 01 Issued.
 - c. Friday, January 16, 2015: Addendum No. 02 Issued.
 - d. February 2, 2015 – 2:00 pm: BIDS DUE
4. Bid Documents
 - a. Construction Documents Specifications Volumes I and II; Set of Drawings
 - b. Bid documents are posted at: <http://www.ramapo.edu/construction-projects/phase1-cpa-buckeye-interior-reno/>.
 - c. Documents to can be purchased at Ace for a non-refundable cost
5. Bid Proposal Documents
 - a. Bid Cover Sheet
 - b. Proposal Form
 - c. Non-Collusion Affidavit Form
 - d. Stockholder Discloser Form
 - e. Agreement of Surety
 - f. Bid Security Form
 - g. Disclosure of Investment Activities in Iran
 - h. NJ Public Works Registration Certificate of the Bidder and subcontractors

- i. NJ DPMC Notice of Classification and Uncompleted Contracts Form of the Bidder and subcontractors
 - j. Proof of Insurance (Limits as defined in the General Conditions)
 - k. Plumbing and Electrical licenses
6. Bidder Qualifications
- a. Bidder must be NJDPMC pre-qualified in either Trade Codes 006, 008, 009
 - b. Bidder must have a current Public Works Contractor Registration certificate
 - c. Bidder must have a valid business registration certificate on file with the Division of Revenue.
 - d. Bidder must not be engaged in investment activities in Iran
 - e. Insurance coverage as specified in the general conditions

Product Equivalent Approval Process

"In accordance with N.J.S.A.18A:64-64, equal products, materials and equipment will be considered by the College for all products, materials and equipment specified in these bid documents regardless if the language "or equal" is not contained in each specification section. However, the process for submitting and receiving approval of proposed equivalent products, materials and equipment is outlined in IB12.2 below.

Should any Bidder wish to propose an equivalent product, material or equipment from a manufacturer that is not listed in the product specification section in order to receive competitive pricing, the Bidder shall submit a request with all necessary supporting product data and/or details to the Construction Manager for review by the Architect. Approvals and/or rejections of the proposed products will be published in Addendums during the bidding process. Equivalent requests will not be accepted after this date or after contract award. Rejection by the Architect of a proposed manufacturer and/or vendor shall be final and not subject to further review.

By submission of a bid, the Bidder confirms that all materials/equipment will be provided by the approved vendors and manufacturers as listed in the specifications and/or published addendums and the submitted bid amount reflects these vendor and manufacturer costs.

7. Project Overview
- a. Interior Renovation of a freestanding, multi-unit college dormitory. This wood structured building currently sits vacant and demolished down to the framing and subfloors.
 - b. Scope of work to include, but not limited to; new kitchens, bathrooms, sheetrock, flooring, new lighting fixtures, appliances, toilets, accessories, and demolition.
 - c. Approved project budget is \$750K
 - d. Prevailing wage, there is no project labor agreement

8. Time of Completion

- a. File for Construction Permits: (7) Calendar days after Notice to Proceed
- b. Furnish All Submittals for Review: (30) Calendar days after Notice to Proceed
(Submittals that require field verification and dimensions that cannot be prepared within this period are excluded of this milestone)
- c. Substantial Completion: (125) calendar days after Notice to Proceed
- d. Final Completion: (30) calendar days after Substantial Completion.

9. Costs Paid for by the College

- a. NJDCA plan review and permit costs, except for contractor office trailers
- b. Onsite field quality testing consultants
- c. Electrical utility costs for temporary electric throughout construction

10. Verbal Questions from Pre-Bid Meeting:

Will the contractors be notified if the college is closed for inclement weather?

RESPONSE: No, it is the contractor's responsibility to check the college's website if the weather is bad.

Do subcontractors need to be DPMC Qualified?

RESPONSE: Yes.

How high is the crawlspace?

RESPONSE: Approx 5' with piping.

How many Units are there?

RESPONSE: 8 units with 8 kitchens 8 bedrooms and 8 bathrooms

Is there heat in the building?

RESPONSE: No. No temporary heat, GC responsible for temporary heat and utilities.

Are there existing boilers?

RESPONSE: No, fan coil coil units have been removed.

Do the fan coil units use existing utilities?

RESPONSE: Yes, see drawings. They use existing piping.

Are new sprinkler heads shown on the drawings?

RESPONSE: No. GC to verify and confirm with license sprinkler contractor.

11. Site Walk Through:

As of 12/16/14, the abatement has not been completed and signed off by DCA. A separate, non-mandatory site walk through will be arranged as soon as the area is clear and approved for occupancy.