

**HACC, Central Pennsylvania's Community College
Repairs to the Evans Gym Pools**

Pre-Bid Meeting

January 19, 2010
1:00 PM

Meeting Minutes

Attendees:

*See Attached Sign In Sheet

1.0 Introduction of Team

- | | |
|-----------------------|--|
| a) Owner | Harrisburg Area Community College
Joseph Wojtysiak – Campus Sr. Director, Facilities Management
Lisa Cleveland – Director of Athletics and Recreation
Lynette DiBrito – Campus Sr. Director of Student Life
Erica Wood – Athletics and Recreation Specialist |
| b) Architect/Engineer | Johnson, Mirmiran, and Thompson
Mike Sichel – Senior Associate |
| c) Pool Specialist | Atlantic Aquatic Engineering, Inc.
John Bray – President |
| d) Construction Mgr | Eastern PCM, LLC
Bill Morgan – Project Executive
Mark McCammon – Project Manager
Dave Chonoski – On-Site Project Manager
Kelly Foreman – Project Engineer |

1.1 EPCM review the Bid Documents

- Bid Form must be completed in their entirety (four pages)
- Bid Security is required in the amount of 10% of the base bid; see bid documents
- Non-Collusion Affidavit must be completed
- MBE/WBE Utilization Form must be completed and signed

1.2 EPCM reviewed the Schedule

- Bids are due on Thursday, February 4, 2010 at 3:00 PM EST at Harrisburg Campus; Rm. 130 Whitaker Hall
- Contract Award: Wednesday, March 3, 2010
- Construction Start Date: Monday, May 17, 2010
- Substantial Completion: Friday, August 13, 2010

- 1.3 Questions regarding the bid are to be submitted to Eastern PCM (attn: Mark McCammon) in writing.
 - a) EPCM Fax: (717) 233-1666
 - b) EPCM E-mail: epcm@easternpcm.com ; Re: Repairs to Evans Pool
 - c) Last day for questions: Friday, January 29, 2010, 12:00pm
- 1.4 EPCM will issue Addenda
Expected to be issued via fax or UPS (depending on size) on the following dates subject to number and substance of questions received:
 - a) Addendum No. 1 - Friday, January 22, 2010
 - b) Addendum No. 2 (if required) - Monday, February 1, 2010
- 1.5 This project is subject to Department of Labor Prevailing Wage Rate – Spec. Section 00820.
- 1.6 Permits
 - a) Building Permit (General) will be obtained and paid for by Owner
 - b) Trade specific permits (i.e. Electrical, Plumbing, etc.) are to be obtained and paid for by applicable contractors in accordance with jurisdictional requirements
- 1.7 EPCM Project Overview
 - a) The work will be performed under a Single Prime Contract.
 - b) Existing installations, shown for information purposes, must be protected from damage.
 - c) Building is occupied during the regular class schedule, 7:00 AM – 9:30 PM.
- 1.8 Mike Sichel from JMT reviewed the General Scope of the project and the Alternates. The general scope of the work includes, but is not limited to:
 - a) Replacement of the Desert Aire HVAC System
 - b) Replacement of the pool tile and deck tile
 - c) Electrical and lighting modifications
 - d) Plumbing changes for Virginia Graeme Baker Act
 - e) Installation of a pool water level management system and removal of existing fill tank
 - f) Installation of a UV system
 - g) Replacement of the pool vacuum system
 - h) Repair of acoustical tiles
 - i) Installation of control joints and painting
- 1.9 Temporary Facilities & Controls:
 - a) Temporary construction entrance, temporary dust barriers and partitions, and temporary signage in accordance with the Bid Documents or as required.
 - b) Occupied areas must be left in existing condition at all times.
 - c) Contractor Parking: Designated parking will be established prior to start of project.
- 1.10 The last day of classes is on May 15, 2010.
- 1.11 The Owner will drain the pool. The Contractor is responsible for filling and balancing the pool once the renovations are complete.



- 1.12 Contractors are to isolate their work area and are to stay out of the locker rooms.
- 1.13 The building will be occupied during construction.
- 1.14 EPCM will work with the contractor on the location of dumpsters.
- 1.15 Contractors who would like to schedule a site visit are to contact Mark McCammon. (717-233-3816)

Questions and Clarifications

- 1.16 Q: What type of roof is currently installed?
- 1.17 A: Roof Information:
 - a) Manufacturer: Sika/Sarnafil
 - b) Type: White Single Ply-Fully Adhered
 - c) Install Date: 2002-2004
 - d) Warranty: Yes

- 1.18 Q: Does the HVAC System need to be Desert Aire?

A: No, Desert Aire is the Basis of Design; other manufacturers are noted in the specifications.

- 1.19 Q: Is the tile being replaced in the pool gutters?

A: No, refer to detail on the plans.

Respectfully Submitted,
Kelly Foreman, Eastern pcm, LLC

The above summations are the interpretation of the author as to the items discussed and the decisions reached. Corrections or additions to these minutes are to be made in writing and sent to the attention of the author no later than 5 days after receipt; otherwise, these minutes will stand as written.

cc: All Attendees



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Evan's Gym Pool Repairs

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Sign In Sheet

Name	Company Name	Phone	E-mail
Erica Wood	HACC	780-3267	ebwood@hacc.edu
Lynette Dibrito	HACC	780-3279	ladibrit@hacc.edu
Mike Sichel	Johnson, Mirmiran & Thompson	410-316-2327	msichel@jmt.com
Mark McCammon	Eastern PCM, LLC	717-233-3816	mmccammon@easternpcm.com
Kelly Foreman	Eastern PCM, LLC	717-233-3816	kforeman@easternpcm.com
Jim Reindollar	Lexington Builders	717-849-1046	jreindollar@kinsley.com
Roger Anderson	If It's Water, Inc	610-269-2062	roger@ifitswater.net
Ryan Loughlin	Deep Run Aquatic Services	215-766-0192	rloughlin@deeprunaquatics.com
Chuck Carter	Boyer Swimming Pools, Inc	717-692-2166	BSPINC3@epix.net
Cy Geesamen	WCCI	717-762-1151	Herb@waynesboroconstruction.com
Scott Bowman	IB Abel, Inc	717-845-1639	sbowman@ib-abel.com
Brian Stright	Whisler Electric LLC	717-914-1703	bstright@ptd.net
Ed Grimm	Heim Company	717-920-3139	egrimm@elheim.com

*****PLEASE PRINT CLEARLY AND LEAVE A BUSINESS CARD WITH EASTERN PCM, LLC*****



