HACC, Central Pennsylvania’s Community College
Midtown 1 – CCTA Welding and Machine

Pre-Bid Meeting

December 2, 2009
8:00am

Meeting Minutes

Attendees
Chuck Via – HACC
Rob Henning – Gatter & Diehl
Moe Moyer – Moyer Industrial
Lee Dietz – SFI
Brian Stright – Whisler Electric
Bob Fink - IETC
Jerry Cohick – Tuckey
Chris Badolato – SAS, Inc.
Art Hunker – Orbit Technologies, Inc.
Ray Wright – Eastern pcm
Justin Kovaleski – Eastern pcm

1.0 Team Introductions

a) Owner
HACC, Central Pennsylvania’s Community College
Joe Wojtsiak – Senior Campus Facilities Director

b) MEP Engineer
Gatter & Diehl, Inc.
John Gunning – Mechanical Engineer
Rob Henning – Electrical Engineer

c) Construction Manager
Eastern pcm, LLC
Ray Wright – Senior Project Manager
Dave Chonoski – Construction Manager
Justin Kovaleski – Project Engineer

1.1 Bid Documents

a) Bid Form – By Contract, 4 pages
b) Bid Security – Bid Bond required > $10,000
c) Non-Collusion Affidavit
d) MBE/WBE Utilization Form

1.2 Schedule

a) Bid Date: Tuesday, December 15, 2009, 2:00 PM EST at Harrisburg Campus; Rm. 130 Whitaker Hall
b) Contract Award: Within thirty (30) days; subject to Board of Trustees approval
c) Notice to Proceed: TBD
d) Substantial Completion: March 15, 2010 for work to be performed in and for the Welding shop; May 15, 2010 for remaining areas.

1.3 Questions to Construction Manager (attn: Ray Wright) in writing via fax or e-mail, with a copy sent directly to Gatter & Diehl, Inc. (attn: Rob Henning):

a) EPCM Fax: 717-233-1666
b) EPCM E-mail: epcm@easternpcm.com
c) G & D Fax: 717-657-9705  
d) G & D E-mail: rhenning@gatterdiehl.com  
e) Last day for questions: December 10, 2009

1.4 Addenda - Expected to be issued via fax or UPS (depending on size) on or about the following dates:  
a) Addendum No. 1 – Issued on December 1, 2009  
b) Addendum No. 2 – December 4, 2009  
c) Addendum No. 3 – December 11, 2009 (if required)

1.5 Prevailing Wage Rates are located in section 00820 of the Project Manual.

1.6 Building Permit  
a) Building Permit 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 Project Overview  
a) General: The work will be performed under Multiple Prime Contracts and consists of the installation of a weld smoke collection system, gas piping for welding gases, compressor and compressed air piping, electrical distribution for owner-furnished equipment, and ambient air cleaning equipment.

1.8 Temporary Facilities & Controls  
a) Staging Area: The north parking area will be used for staging, which must be kept to a minimum due to the congestion of the area.  
b) Contractor Parking: Designated parking for Contractors will be the parking lot directly across Fourth Street from the job site.

1.9 Ray Wright noted that the storage of materials inside the facility will be very limited. Any storage of materials on the second floor will not be allowed.

1.10 The Owner will provide fifteen (15) new and one (1) existing weld smoke collection arms and wall brackets. The existing arm will be disconnected from the current system by Others.

1.11 The exterior concrete pads for the weld smoke collectors will be provided and installed by Others.

1.12 Completion of Masonry Shop and portions of the Machine Shop cannot be performed until the existing welding smoke demolition occurs. Work in these areas shall be completed by May 15, 2010.

1.13 The Contract Documents specify a basis of design manufacturer for weld smoke collection equipment and is not proprietary. Contractors are asked to review the requirements for substitution requests as identified in the Project Manual.

Respectfully Submitted,  
Justin J Kovaleski, 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 writer no later than 5 days after receipt; otherwise, these minutes will stand as written.

cc: All Attendees