

Meeting Minutes

Date: 03-22-24

To: All Plan Holders

CC: David Johnson - JJCA

From: Stephanie Pielich - JJCA

Project: Sullivan County Freestanding MOB – 23987.02

Subject: SCCH Freestanding MOB Pre-Bid Conference



Meeting Date: 3/18/2024

Meeting Time: 1p

Meeting Location:

Invited Participants: All Bidders

Meeting Notes:

The meeting was held to review the project scope and answer any bidder questions. The following items were discussed. Items in italics were updated after the meeting. See attached for the attendee list.

1. Project Scope:

- a. A separate contractor, currently under contract (Site Phase 1A and 1B), is preparing the site to include placement of sediment and erosion control, clearing, earthwork, drainage installation, placement of stone and roadways, installation of curb, sidewalks, bollards, pavement markings, signage, light poles, electrical service components, and seeding. Separate contractor's scope also includes installation of utilities for support of the new building including water lines, storm drainage systems, electrical, and communications conduits. It includes the preparation of the building pad to the elevation and bearing capacity indicated. The drawings for this work are also available for viewing at locations below.
- b. Site conduit and pole bases are included in the Phase 1 site contract, however the wiring and poles are included in the bid scope. See ES1.1 for details.
- c. Phase 1 Scope is scheduled to be complete by 4/26/24. Selected bidding contractor will have to verify acceptance of Phase 1 scope.
- d. Selection of Contractor is anticipated on Tuesday, March 19.
- e. Project start date will depend on the proposed schedule and current review anticipated for the tenant buildout scope.
- f. The schedule goal is to have the building occupied by March/ April 2025.
- g. The contractor will have the full use of the MOB site once the Phase 1 civil work is complete.

2. Bid Procedures:

- a. Mandatory pre-Bid Meeting is being held at the Project Site to review the bid procedures and general scope of Work for the Freestanding MOB at Sullivan Country Hospital.
- b. Attendees are requested to sign the attendance register being circulated during the meeting.



- c. *Bids are scheduled for receipt no later than 1p ET on April 3, 2024 at SCCH Administration Office, 2200 North Section Street, Sullivan Indiana.*
- d. *Bids will be opened at 1:30pm ET on April 3, 2024 at SCCH Boardroom, 2200 North Section St., Sullivan, Indiana.*
- e. Electronic versions of the Contract Drawings and Specifications are available from Rapid Reproduction (www.rapidplanroom.com/private.php/; Job key SCCH MOB)
- f. Bidders are required to use all documents in preparation of bids, and are solely responsible for any misinterpretations resulting from the use of incomplete documents.
- g. Complete Bids must include the following:
 1. Fully completed bid form, including alternates (hard copy followed by electronic).
 2. Completed Proposed Subcontractors form (004336)
 3. Complete Qualifications Requirements (00-1110)
 4. Bid Security of 5% (See Bid Solicitation, Item 1.02.K).

3. RFI's and Addenda:

- a. As of this meeting, 1 addendum has been issued. Any addenda issued will need to be acknowledged on the bid form.
- b. No changes to contract documents are binding unless issued in writing.
- c. All RFI's must be in writing, sent to spielich@jjca.com. Responses will be issued electronically to all plan holders.
- d. All RFI's should be received by 5p ET on Monday, March 25.
- e. All RFI responses and addenda will be issued by 5p ET Thursday, March 28.
- f. Responses to current questions
 1. Contract will be revised to an edited A104 Stipulated Sum with similar insurance requirements, etc. The construction schedule and contractor's insurance certificate will remain as "To Be Determined" until the contract is prepared for executed. The A201 – Conditions of the Contract will remain the same.
 2. The 01 Division requirements are included in the project manual.
 3. The project is divided into 3 drawing sets for permitting, however the single bid is to include:
 - a. Civil Phase 2



- b. Building Shell
- c. Tenant Buildout (Portion Alternate A1)
- 4. Substitution requests are to be submitted per 01-2513 on the form in 01-2514.
- g. Additional Questions from Meeting. Responses will be included in an addendum.
 - 1. Is cast iron required as indicated in the documents for underground piping?
 - 2. The under slab vapor retarder is included in the Phase 2 portion of the work and is included in the specifications.
 - 3. Verify that Phase 1 work include the slab grade held 8” below to be ready for vapor barrier, gravel and slab.
 - 4. Is the roof insulation thickness of 1.5” is correct?
 - 5. Is the interior gypsum board required in the spaces that remain shell?
 - a. It was confirmed that the gypsum board is not needed on the interior of the sheet space on the interior or exterior walls.
 - 6. Is the Commissioning agent noted in the specifications identified and is there a matrix of the contractor responsibility?
 - 7. Metal framing is acceptable for wood in non-loadbearing conditions. Requirements will be included in addendum.
 - 8. The fire suppression system does not need to be design/ installed for any intermediate shell state. Only the finished build-out state with the remaining shell spaces.
 - 9. There is a discrepancy between the IT conduits on the enlarged electrical room plans and the site/ electrical/ telecom plans.
 - 10. Seismic Design category is indicated as C on structural, but D on mechanical and architectural.

4. Facility Comments - None

5. Tour – Bidders invited to review as needed

Please review these Meeting Minutes and contact JJCA upon any additions needed or discrepancies herein. If none are found or noted, these Minutes will be considered accepted as accurate by all parties copied 10 business days after their issuance.

SULLIVAN COUNTY COMMUNITY HOSPITAL

Freestanding MOB

Pre-Bid Conference

March 18, 2024

Name Phone Email

Jacob Hillmann KeyMark Const. 812-232-3700 jacob@mykeymark.com

KENT FERRARI CARMONS CONSTRUCTION 812-234-3714 kferrari@carmons.net

Jamie Ashcraft Garmong 812-234-3714 jashcraft@garmong.net

Marty Ryan Ec Moran Fire Protection 317-690-3953 Marty.Ryan@EcMoran.com

Blank lines for additional entries.

