

MEETING MINUTES

Prebid Meeting



PROJECT NAME: Herz Rose Park
PROJECT NUMBER: LSDG #23-005 DATE: 07/29/2024
LOCATION: Terre Haute City Hall Board of Public Works Room

ATTENDING:

Luke Waltz, LSDG; Maitri Desai, City of Terre Haute, Brad Utz, City of Terre Haute; Jacob Rohrbach, Hannig Construction; Shawn Schauber, Peterson Construction; Bill Hann Jr, Spearhead Construction; Melissa Guffey, Recreation Insites; Jeff Athey, Freitag-Weinhardt

PREPARED BY: Luke Waltz

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AGENDA

1. Introductions
2. Remarks from Client (City of Terre Haute)
3. Remarks from Design Team (Land Stewards Design Group)
4. Questions from Contractors (Open to all in attendance)
 - Q: Request to move to a Monday afternoon or Tuesday afternoon
 - A: (Brad) No, due to predetermined schedule for board of public works meeting.
 - Q: What is the budget and is it fully funded?
 - A: The project is funded.
 - Q: How is the art spaces sculpture working in terms of the bid? An allowance for the art feature
 - A: (Maitri) We will check with Ally Midgley at Wabash Valley Art Spaces. Further clarification will be sent to contractors as part of the addendum.
 - Melissa Guffey provided additional comments regarding forever lawn and the poured in place surfacing as well as lead times on play features and building. Communicated the need to coordinate on footings and other specifics regarding playground installation, in addition to appropriate temperatures for installing pour-in-place surfacing.
 - What is the deadline for submitting questions?
 - A: (Maitri) Prior to bidding August 6 deadline
5. After meeting remarks
 - 5.1. It was noted by Brad that as-built drawings for the underground utilities will be required. This will be an addendum to the project manual.

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- 5.2. It was noted that there will be an addendum to the project manual outlining an extension for bidders to submit the proposed subcontractor list no more than 24 hours following the initial Monday morning submittal
- 5.3. It was noted that the playground hill side slope will be adjusted to match the angle of the slide product as part of the addendum.
- 5.4. The artist, Greg Muller, is responsible for shipping the sculpture features to the site and installing the elements (fastening to foundation). The foundation details will be added to the bid set as an additional sheet and included in the addendum.
6. The first and only addendum, Addendum #1, will be issued on August 8th after the close of the question period on August 6th and include the items listed in this memo.