

ITEM #1, ADDENDUM #1

RECORD OF PRE-BID MEETING

PROJECT - DEMOLITION of BUILDING "G"
CAMPUS of the ATLANTIC CAPE COMMUNITY COLLEGE

DATE - Thursday, June 22, 2006

TIME - 2:00 PM

PLACE – Office of The Atlantic County Improvement Authority (ACIA), 5909 Main Street, 2nd Floor, Mays Landing, NJ 08330

(Copy of Attendee Sign-In Sheet Attached Hereto – 2 pages)

J. Cormier (ACIA) introduced Mr. Scott Horn, President of ACER Associates, LLC., the environmental consultant on the project (as he did with Mr. Mark Streckenbein, Head of the Facilities Department for the Atlantic Cape Community College – ACCC).

All attendees sign the meeting's sign-in sheet. Announcement of the site visit to follow the meeting was made by the ACIA. The Project Manual constitutes the entirety of the Bidding Documents as of 6/22/06. Questions asked by potential bidder at the meeting should be prefaced by the speaker's name and company name. Questions asked at the site visit should be faxed again to the ACIA (609-645-5813) on Friday, 6/23/06. Addendum #1 will be issued early in the week of 6/25/06.

A brief history of Building "G" was given. The ACIA provided an overview of the Project Manual:

- a) The public bid opening is set for 2:00 PM SHARP on Thursday, 7/6/06 in the same conference room in which the pre-bid meeting is being held;
- b) Section B – Instructions to Bidders – Page B-2, Subparagraph B-2 lists those documents to be completed and/or signed and submitted for a bid proposal to be deemed responsive and responsible;
- c) Page C-7 of the Form of Proposal (Section C) lists specialty trade subcontractors (for the project it would appear that the page can be submitted with "Not Applicable" filled in for the four categories);
- d) Any project bid by the ACIA is a Prevailing Wage job, i.e. wages paid must be and must be documented as being in compliance with the latest N.J. prevailing wage determinations of the N.J. Department of Labor (Page B-8-web address for wage determinations);
- e) ACIA's phone and fax numbers are listed on Page B-5;
- f) On Page B-7 there is the indemnification language relative to the project;
- g) The contractor is responsible for any and all licenses and permits needed for the execution of the project's work;
- h) Page C-1, the contract award will be on a total lump sum bid with units prices also provided (Page C-2a);

- i) Page C-3 is to be used as a guide for a complete bid submission (it is to be fully completed and submitted itself);
- j) Paragraphs A and B on Page C-3 should be reviewed and followed carefully by bidders in preparation of their bid submissions;
- k) Section E and F are the Form of Agreement and General Conditions to that contract;
- l) Section G is the ACIA's Supplementary Conditions – Bidders should review the insurance requirements on Pages G-5-6-7 and 8 with their insurance agents in anticipation of a contract award;
- m) The work of the contract shall be substantially complete within 30 days of the date of commencement which will be listed in a “Notice to Proceed” and must be executed with the schedule of the ACCC in mind;
- n) Section K is the ACIA Affirmative Action Policy and Plan – the plan lists a goal of 10% M/WBE subcontractor participation for projects with a goal breakdown of 7% - MBE and 3% - WBE;
- o) Pages K-15-16-17 and 18 (18 to be duplicated as need) are to be completed and submitted by bidders in order to document their “good faith efforts” in the achievement of the goals listed in n;
- p) Page L-3, subparagraph 2.4 – the reference to a City of Atlantic City contractor's license can be disregarded for this project;
- q) Sections N and M are location maps and photographs of the building;
- r) Section P is three summary reports prepared by ACER Associates relative to environmental conditions at the building, i.e. ACBM's, petroleum contaminated soils, ballasts, AST's, etc.;
- s) Backfilling, fertilizing, seeding shall be as per the N. J.D.O.T. Standard Specification for Road and Bridge Construction, 2001 Edition;
- t) Vegetation removal for the execution of the work shall be coordinated with the ACCC and the ACIA;
- u) The contractor shall be responsible for any and all traffic control measures need for the safe execution of his/her work.

There were no questions from the attending contractors for the ACIA.

Mr. Scott Horn of ACER Associates, LLC gave an overview of the three summary reports which constitute Section P of the Project Manual:

- 1) The AST's have been removed, contamination may or may not have migrated under the building;
- 2) Unit prices are being taken to provide for the excavation, removal, and disposal of petroleum contaminated soils;
- 3) ACBM's consist of floor tiles and transite boards (650 s.f. of 9" x 9" VAT; 600 s.f. of 12"x12" VAT; 115 s.f. transite panels);
- 4) The condition of the building's floors will dictate how the licensed asbestos removal subcontractor can execute his/her removals;
- 5) The summary reports do not address the potable well which will be closed or capped by the contractor via a licensed well driller;

- 6) ACER Associates will need the contractor to provide the asbestos contractor's license, the 10 day notifications for demolition and asbestos operations, asbestos, workers and supervisor's licenses, and waste manifests and disposal tickets;
- 7) ACER will be on site to document the size and location of excavations to removal petroleum contaminated soils, to perform post remediation sampling, and to handle reporting to the N.J.D.E.P.;
- 8) ACER will require the contractor to submit waste manifests, bills of lading, and clean fill certificates plus weight certificates for clean fill.

In answer to a question from Mr. Al Aballo of Site Contractors, Mr. Horn indicated that workers should have forty hour HAZMAT training.

In answer to a question from Mr. Phil Heun, Jr. of Albrecht & Heun relative to disconnects and permits, the ACIA offered that disconnect documentation and obtaining of permits are a responsibility of the contractor. It appears that the Hamilton Township Division of Construction will consider this a commercial demolition. The Contractor shall verify this with the Township.

Mr. Heun further asked about the approximation of the amount of petroleum contaminated soils to be removed. Mr. Horn explained that ACER could not get under the floors of the building during site investigations but excavations will probably be shallow at 5 ½' to 6' (approx.). The outside of the house will require an excavation area of approx. 25' x 15'. The limits of excavation may be twice the 25' x 15' or may be limited to just that.

An unidentified question as to utilities in the past was answered by Mr. Mark Streckenbein of the ACCC. The building had a separate meter for power, potable water was from well, and sanitary facilities were by a septic system.

ACER Associates will provide the ACIA a copy of the Water Allocation Permit for the building's well. The ACIA will in turn provide this information to the potential bidders via an addendum. This will give the depth and diameter of the well in question.

Mr. Streckenbein further indicated the accessibility to the building from Rte #322 therefore reducing any effects upon the operation of the college.

Any contractors not attending the site visit will have to coordinate access through the College's Security Department (609-343-5125) since the building is always locked. This access can also be attained by calling the ACIA through the Security Department. Any visitors to the site must register with the Security Department in Building "L".

The meeting ended at approximately 2:45 PM with various attendees adjourning to the site visit.