

Pre-bid walkthrough project procedures

✓ Replace Shingle Roof UTES –
511/25133.AGY
PROJ NO. 2610524016
DATE: 11 MAR 2025
MANDATORY WALK-THRU 1000

- Sign in procedures, DVA, who signs in
 - Bid submittal time/date/location
 - Additional walk thru days
 - Question times, addenda posting time
 - Attain required bid documents from <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService> or Debbie Johnson (SECTION 00100, Specification)
 - Bid Security (bond) of 5% of awarded base bid cost
 - Contract Duration 60 days
 - Hour of work at particular location
 - Special working conditions/security procedures
 - Materials/Equipment stored on site versus off site requirements
 - Liquidated Damages (if any)
 - Owner Allowances (if any)
 - Design POCs for the project
 - Project inspection POCs for the project
 - Unit pricing (if any)
 - ALTERNATES
 - Pre award submittals/shop drawings
 - Full time project superintendent
 - Daily field report required
 - Site storage, trailer
 - Toilets
 - Temporary heat
 - Use of new furnace in building
 - Mobilization cost not to exceed 4% of base bid
 - Soil Erosion and Sedimentation Control (SESC) requirements - NONE
 - Contractor to utilize Miss Dig (Mr. Gary Strickland)-contact information is on the prints. 3 days prior upon mobilization (or post pre construction meeting)
 - No permits required, must meet all codes regardless
- Mandatory, generals must sign in to bid
04/09, 2025 2:00PM DTMB
No additional walk thrus scheduled
No later than 04/02, 2025 @ 10:00AM
- Section 00010 4.0
7:00 – 4:30
Section 01600
\$200/day
\$10,000 Contingency Allowance
JH, see spec/drawing for contact info
Adam Pohl info on Bid Summary sheet
-
-NONE
-
Section 00700 2.3 Contractor to have a full time superintendent/project manager to remain on site while any construction work is being performed
Section 00700 2.3
Coordinate location during precon
Section 01500
Section 01500
N/A
- CA

- Contractor must submit a **shop drawing** prior to construction scope of work (during mobilization and/or demolition portion activities of the project)
- Section 017419 stats how material must be removed from site.
- No work to commence until notice to proceed document is issued by DMVA (pre construction meeting)
- No work to commence until adequate amount of approved **shop drawings** have been issued by designer.
- Only people that have been "badged" or people that are escorted by appropriate staff will be allowed access to the site.
- Contractor to submit **construction schedule, schedule of values, and list of subcontracts/suppliers** at pre construction meeting (we are having issues with allowing the contractor to submit 1-2 weeks post preconstruction meeting).
- Contractor to submit **safety plan** and **MSDS** at preconstruction meeting, to include dust/debris/abatement control procedures.
- **Substantial Completion** will occur prior to the contract end date (Contractor to submit formal request for substantial completion).
- Final owner acceptance is within the contract period.
- Final payment will not be issued until all required closeout documents are submitted and approved by the designer.

Final docs include:

- Certificate of Substantial Completion
 - Final invoice
 - As-built Drawings
 - Warranties
 - Final permits/Certificate of Occupancy
 - Owners Manuals
- Final cleaning/regular cleaning

-Note:

One (1) base bid item- (200 SF removal and replace damaged insulation)

- NO PERMITS REQUIRED
- ADDENDUM NOTES ABOUT BLOCK
FILL, SEE DRAWINGS
- ADD PICS OF CORR
SPELL OUT DETAIL