



**EGGEMEYER ASSOCIATES
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3029 South Park Ave.

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MINUTES OF PRE-BID MEETING

Site and Building Improvements

IL-120-1/Paris, IL-120-2/Paris, and

IL-120-3/Kansas

Housing Authority of the County of Edgar,
Illinois

Modernization Program IL01P120-501-18

EAA No. 1848

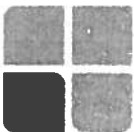
DATE: February 26, 2019
TIME: 10:00 a.m.
PLACE: PHA Office, 604 East Highland Drive, Paris, IL
PRESENT: See attached attendance sheet.

Attendees from the PHA and A/E waited until 10:30 and as no bidders arrived, the meeting was adjourned.

Respectfully submitted,

Mark Dillon

Copy to: Fredia Hixson, Executive Director



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ATTENDANCE RECORD

Project No.: 1848

Project: Site and Building Improvements

Meeting Description: Pre-Bid Meeting

Date: 2/26/2019

Time: 10:00 a.m.

Place: PHA Office, 604 East Highland Drive, Paris, IL

Name & Title	Representing	Phone Number	Email
1. Fredia Hixson, Executive Director	PHA	217-465-8458	edgarhousing@gmail.com
2. Mark Dillon	EAA	618-988-2380	mdillon@eggemeyer-architects.com
3. Kevin Newcomer	PHA	217-465-8458	edgarhousing@gmail.co
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____
11. _____	_____	_____	_____
12. _____	_____	_____	_____
13. _____	_____	_____	_____
14. _____	_____	_____	_____
15. _____	_____	_____	_____
16. _____	_____	_____	_____

PRE-BID MEETING

02/26/2019

Site and Building Improvements IL-120-1/Paris, IL-120-2/Paris and IL-120-3/Kansas Housing Authority of the County of Edgar, Illinois EAA# 1848

INTRODUCTIONS

- ◆ PHA Staff and A/E Staff

BIDDING REQUIREMENTS

- ◆ Bid Date – March 12, 2019 at 2:00 pm
- ◆ Bid Documents shall be submitted in a sealed envelope marked with Project Title, Housing Authority Name, Project Number, Bidder's Name, Bid Date & Time
The following documents shall be included: Bid Form (2 copies), Bid Guarantee, Form HUD 5369-A "*Representations, Certifications, and Other Statements of Bidders*", a Non-Collusive Affidavit, Schedule of Subcontractors, the Contractor's Affirmative Action Certification,
- ◆ Bid Guarantee shall be in the amount not less than 5% of the bid and in the form of one of the following: Certified Check or Bank Draft, U.S. Bond at par value, or Bid Bond.
- ◆ Review of Bid Form and Unit Price

REQUIREMENTS OF SUCCESSFUL CONTRACTORS

- ◆ Assurance of Completion shall be provided in one of the following forms: Performance and Payment Bond for 100% of contract or separate Performance and Payment Bonds each for 50% of contract.
- ◆ Prevailing Wage Rates
- ◆ Worker Verification
- ◆ Equal Opportunity Provisions, including Resident's Employment
- ◆ Insurance: General Liability - \$1,000,000.00 and Automobile Liability - \$500,000.00
 - ◆ Builder's Risk/Installation Floater - General Contractor
- ◆ Permits, Fees & Testing

SCOPE OF WORK AND SPECIAL CONDITIONS OF CONTRACT

- ◆ Scope of Work
- ◆ Completion Time - 90 Consecutive Calendar Days
- ◆ An additional 4 calendar days for each Unit Price added to contract
- ◆ Liquidated Damages - \$100.00 per calendar day
- ◆ Utility Services and Field Office
- ◆ Work in Occupied Units

ADDENDUM ITEMS

QUESTIONS AND ANSWERS

SITE VISIT

ADJOURNMENT