



EGGEMEYER ASSOCIATES ARCHITECTS

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MINUTES OF PRE-BID MEETING

Exterior Façade Replacement, Faucet
Replacement, & Fire Protection Upgrades
PHA Office
Alexander County Housing Authority
Modernization Program IL01P007-501-16 &
IL01P007-501-17
EAA No. 1727

DATE: April 10, 2018
TIME: 10:00 am
PLACE: PHA Office 100 Connell F. Smith, Sr. Bldg., Cairo, IL
PRESENT: See attached attendance sheet.

Ed Kirchner of Eggemeyer Associates Architects and Towanda Macon, Executive Director of the PHA Gordon Sprewell and Kris Warren with CVR were in attendance for the meeting. No contractors were in attendance.

Bid date will be April 26, 2018 at 2:00 pm at the PHA office.

Respectfully submitted,

Edward J Kirchner, AIA
Vice President

Copy to: Towanda Macon, Executive Director, Gordon Sprewell and Kris Warren, CVR

Attachments: (2)

PRE-BID MEETING

4/10/2018

Exterior Façade Replacement, Faucet Replacement, and Fire Protection Upgrades IL-7-3/CAIRO (GREANY GARDENS, MORELAND MANOR, JOHNSON TERRACE, BUTLER HOMES), IL-7-4/SMITH BUILDING, IL-7-5/SHUEMAKER BUILDING, IL-7-8/CAIRO (HARRINGTON ESTATES)

Alexander County Housing Authority

EAA# 1727

INTRODUCTIONS

◆ PHA Staff and A/E Staff

◆ BIDDING REQUIREMENTS

◆ Bid Date – April 26, 2018 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, Alternate Bids and Unit Prices

◆ 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

◆ Minority Workforce

◆ Insurance: General Liability and Automobile Liability

- ◆ Builder's Risk/Installation Floater - General Contractor

◆ Permits, Fees & Testing

◆ SCOPE OF WORK AND SPECIAL CONDITIONS OF CONTRACT

◆ Scope of Work

◆ Completion Time - 120 Calendar Days

◆ Liquidated Damages - \$100.00 per calendar day

◆ Utility Services and Field Office

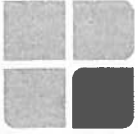
◆ Work in Occupied Units

ADDENDUM ITEMS

QUESTIONS AND ANSWERS

SITE VISIT

ADJOURNMENT



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ATTENDANCE RECORD

Project No.: 1727

Project: Exterior Façade Replacement, Faucet Replacement, &
Fire Protection Upgrade

Meeting Description: Pre Bid Meeting

Date: 4/10/2018

Time: 10:00 a.m.

Place: PHA Office 100 Connell F. Smith, Sr. Bldg., Cairo, IL

ATTENDANT

	Name & Title	Representing	Phone Number
1.	Towanda Macon, Executive Director	PHA	618-734-1910
2.	Ed Kirchner	EAA	618-988-2380
3.	Gordon Sprunt II, CVR	ACTHA	770-833-4248
4.	Kris Warren, CVR	ACTHA	813-842-2805
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