

AGENDA
SPLASH PAD REBID PROJECT
CITY OF GREENVILLE, OHIO
Mandatory Pre-Bid - Meeting Minutes
January 4, 2020 – 2:00pm

1. Opening Remarks

a. Introductions

- i. Ryan Delk, Safety/Service Director
- ii. Matt Hoying, Choice One Engineering
- iii. Katie Benge, BOC Clerk
- iv. Stephen Willman, Mayor
- v. Denis Aslinger, Planning & Zoning Director
- vi. Alec Shellabarger, Arcon Builders
- vii. Gavin Bixler, Brumbaugh Construction
- viii. Shannon Burns, M&T Excavating LLC
- ix. Josh Shellhaas, L.J. Deweese
- x. Jeff York, C&N Contractors
- xi. Ron Blair, Double Jay Construction
- xii. Matt Myers, Street Superintendent
- xiii. Wes Wirrig, Street Department

2. Bidder Briefing

a. Instructions to Bidders

- i. Bids Due – Tuesday, January 19, 2020 at 10:00 a.m. local time at 100 Public Square, Greenville, Ohio
- ii. The Engineer's estimate for the project is \$177,595.00 for the building renovations and \$184,396.00 for the site work.
- iii. Time of Substantial Completion – May 14, 2021
Final / Paperwork Completion – June 30, 2021

- b. The bid documents provided shall be used for submission of the bids. The Completed Bid Documents as described in the Instructions to Bidders, along with any necessary additional documents, must be used to submit the bid.
- c. Bids will only be accepted from plan-holders who purchased specifications and plans from the City of Greenville.
- d. There will be an addendum going out on the building renovations portion. It will involve p101 in the plans.
- e. The city has all of the equipment for the splash pad and Vortex will be doing the installation.
- f. The winning bidder will need to coordinate with Vortex and the Street Department.
- g. The City will be doing a direct purchase for the concrete site work, see pages 3&4.

3. Summary of Work

- a. This project is located at 851 Gray Ave. in the City of Greenville.
The Project consists of the construction of a new Splash Pad Park and associated drives and parking. Site work to include storm sewer, sanitary sewer, water, site grading and pavement work. The existing building will be renovated to upgrade the restroom facilities, provide a mechanical room for the splash pad features, drinking fountain, and storage closet.

4. Special Requirements

- a. Ohio Prevailing Wages are to be paid.
- b. Katie Benge is the City's Prevailing Wage Coordinator.
- c. Employee interviews to verify wages will be conducted on the job site.
- d. City Income Tax is required to be paid for any work within the City. (1.5% of Medicare wages)
- e. Sales Tax Exemption Certificate: City is exempt from all sales taxes for materials to be incorporated into the work. Exemption Certificate can be obtained from the City Auditor's office.
- f. 100% Bid and Performance Bond(s) are required, per Ohio Revised Code.
- g. Insurance Requirements are listed in Supplementary Conditions Article 6, \$1,000,000 / \$2,000,000.
- h. The City of Greenville is to be named as "additional insured" on the certificate of insurance.

5. Pay Application Requirements

- a. Pay Requests must include the pay request forms in the spec book.
- b. Waiver of Lien
- c. Contractor's Affidavit
- d. Wage reports must be up to date for all workers before any pay request will be processed.
- e. This is especially important due to funding from ODNR.

6. Questions / Addenda

- a. Additional questions must be submitted in writing by 12:00 Noon on Thursday, January 14, 2021. Submit questions to kbenge@cityofgreenville.org.
- b. Questions will be answered in writing and e-mailed by 10:00am January 15, 2021.

7. Special issues

8. Contractor's Questions

- a. None.

9. Meeting Minutes

- a. Meeting Minutes for this Pre-Bid meeting will be emailed to all attendees.

- 10. The project will be awarded after full review and City Council's blessing.**
The Council Meeting where this will likely occur is 2/2/2021.
- 11. Site Visit**