

**Pre-Bid Meeting
August Superior Court
Parking Lot Repair**

Date: January 27, 2021 2:00PM

I. Introductions

- a. Principal in Charge/Designer- Walsh Engineering Associates, Inc.
- b. Owner Rep. – Ryan Bell, Facilities Engineer – Administrative Office of Courts

II. Project Overview

- a. Owner – State of Maine – Administrative Office of Courts
- b. Purpose
 - i. Repair Underground StormTech system to prevent water from leaking out the slope

III. Schedule

- a. Bids Due: Monday, February 8th, 2021 2:00 pm via e-mail in instructions to bidders.
- b. All contractor questions to Walsh Engineering Associated by email no later than Tuesday, February 5th, 2021 2:00 pm
- c. Addenda will be issued by Tuesday, February 5th, 2021 5:00 pm (if needed)
- d. Schedule – Project completion date: June 30th, 2021

IV. Construction/Site Issues

- a. Protection of existing facilities – The contractor is responsible for damage to any of the existing facilities, including repair of laydown areas.
- b. Temporary Utilities – Contractor is responsible for temporary water and electrical service
- c. Contractor Laydown Area –
- d. Insurance – There are specific insurance requirements in paragraph 14 of Section 00 72 13, General Requirements, for Workers Compensation, Liability, etc. with certificates of insurance naming the owner as certificate holder.

V. Administrative Items

- a. Bidders List – Will be prepared and distributed.
- b. BGS Project – Administered through the State, BGS will approve and execute the contracts and review requisitions
- c. Bonding – Bid, Performance and Payment Bonds are not required if Contract is less than \$125,000.
Wage Rates – Required to follow the Davis-Bacon Wage rates (Building & Heavy) 2020 in bid docs, will update to 2021 when published
- d. Change Order Process – Proposal request submitted by WEA, proposal by contractor, change order will require written authorization by Owner and BGS
- e. Construction oversight
 - i. WEA – site visits during construction, review and approve requisitions
 - ii. BGS – contract, review of requisitions.