



**OPERATIONS DEPARTMENT
CAPITAL & SPECIAL PROJECTS**

398 N Richmond Avenue, Carson City, NV 89703
Telephone (775) 283-2175 / Fax (775) 283-2191

**Mandatory Pre-Proposal Conference/Job Walk
March 29, 2023 @ 10:00 AM**

Mark Twain Elementary School
2111 Carriage Crest Drive
Carson City, NV 89706

Carson City School District 2023 Roof Coating Project

Project No. : 00-23-01

Labor Commission PWP No. : CC-2023-253

Minutes

It is the intent that these minutes provide an accurate reflection of the topics discussed. However, if an error is noted, please notify the author and corrections will be made. Pending comments from other attendees these minutes will become part of the project record.

I. Welcome and Introduction – Mark M. Johnson, Capital and Special Projects Manager

II. Bidding – Jodi Mason, Purchasing & Materials Supervisor

a. Timeline:

<u>BID EVENTS</u>	<u>DATE</u>
BID Released	Monday, March 20, 2023
Mandatory Pre-proposal Conference/Job Walk	Wednesday, March 29, 2023 @ 10:00 a.m. @ Mark Twain Elementary School, meet at Front Office
All Bid Questions Due	Wednesday, April 19, 2023 (by 2:00 p.m. local time)
Responses to Questions Posted as "Addendum"	Friday, April 21, 2023
BIDS DUE & opened	Tuesday, April 25, 2023, 2:00 p.m.
Recommendation for Award Posted	Thursday, April 27, 2023
Award Granted	Thursday, May 4, 2023
Construction Begins **	June 2, 2023
Construction Ends **	August 11, 2023

If this bid is accepted, Carson City School District 2023 Roof Coating Project is to start as soon as possible after the Award is granted on or after June 2, 2023 with substantial completion by August 11, 2023. The schedule is to be coordinated with Carson City School District, Benchmark Inc., and the awarded CONTRACTOR.

b. Award

The CCSD may award a Contract to the lowest responsive and responsible Bidder. The lowest price will be determined by the Total Net Base Bid plus any Bid Alternates which are accepted.

CONTRACTOR

All bid questions & RFI's are due to **Curt Liscum** (Benchmark) and Karen Jackson on or before **Wednesday, April 19, 2023, 2:00 p.m.**, local time. Bid questions are to be submitted via email to curtl@benchmark-inc.com and kjackson@carson.k12.nv.us

III. PREVAILING WAGES – Mark M. Johnson, Capital & Special Projects Manager

The CONTRACTOR shall comply strictly with the requirements of NRS Chapter 338 and shall pay, if required by statutes, prevailing wage rates for the appropriate labor positions as outlined in the “Carson City – Prevailing Wage Rates for Public Works, State of Nevada, Carson City” for projects that are \$100,000 or greater. The prevailing wage rate is established and published by the Office of the Nevada Labor Commission. The applicable wage rates must be posted at the site of the Project in a place generally visible to the workers.

The contact for CCSD for Prevailing Wage & Apprentice Utilization is:

Karen Jackson

kjackson@carson.k12.nv.us

(775) 283-2155

IV. APPRENTICESHIP UTILIZATION PROGRAM - NRS 338.01165: SB 207 REQUIREMENTS (2019)

Apprentices-SB207 NRS 338.01165 – Refer to **Exhibit D – GENERAL CONDITIONS, Section 5.4.8**

V. Scope of Work – Tom Irvine, RRC, CDT, Benchmark, Inc.

Mark Twain Elementary School

2111 Carriage Crest Drive

Carson City, NV 89706

Sections A, C, D, G, H, I, J, K, L, N, O, R, S, T, U, V, W, and Y

Fremont Elementary School

1511 Firebox Road

Carson City, NV 89701

Sections A, C, D, G, H, I, J, K, L, N, O, R, S, T, U, V, W, and Y

Carson High School

1111 N. Saliman Road

Carson City, NV 89701

Sections A, B, C, D, E, F, G, M, N, O, P, Q, R, S, and T

VI. QUESTIONS

All clarifications/responses will appear in bold type.

1. All Bid Documents are on:
https://www.carsoncityschools.com/departments/bond_capital_projects/bond_capital_bidding_opportunities
2. Is a Bid Bond required? **I direct your attention to the Invitation to Bid/Instructions to Bidders, Section 5, Submission of Bids, 5.1. A 5% Bid Bond is required at the Submission of the Bid. CCSD does not provide a Bid Bond form.**
3. **Summer School is scheduled from June 8 to 30, 2023. Limited summer school classes will be held at Mark Twain and Fremont Elementary schools. Summer school classes will not be held in Carson High School where the recoating work will be done.**
4. Will Benchmark have a full time representative? **No, they will provide part-time representation.**
5. **Benchmark will be issuing an Addendum following this meeting, please look on:**
https://www.carsoncityschools.com/departments/bond_capital_projects/bond_capital_bidding_opportunities
6. **The Bid Documents require preliminary adhesion testing of the coating system by the Contractor and Manufacturer, which is to be scheduled and completed as soon as possible after Contractor receives written Notice to Proceed. Benchmark will most likely not be present at the testing. The coating manufacturer is to have a technical rep visit the site to verify and approve the adhesion testing results.**
7. **School resumes on August 14, 2023.**
8. Can we submit a substitution of materials? **The contractor needs to request for substitution of materials during the bid process.**
9. Does the base bid include stipulated quantity allowances? **SUMMARY OF WORK page # 1.09 includes stipulated quantity allowances for designated bid items 5-10 on the unit pricing.**

VII. Job Walk

- a. Mark Twain
 - b. Carson High
 - c. Fremont (As requested by the bidders, the job walk did not include Fremont due to similarities to Mark Twain).
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7. Mark Twain [and Fremont]: At the clerestory base flashing detail, will the coating need to be extended up the vertical substrates 8" minimum, either by 1) removing and reinstalling the sheet metal counterflashings to allow access to the underlying flashings for coating, or 2) Extending the top of the new coating over the faces of the counterflashings? **This issue will be clarified in Addendum No. 1.**

 8. Carson High: How will the support leg base flashings be detailed? Will liquid flashings be used? **This issue will be clarified in Addendum No. 1.**

Attached: *REVISED* Invitation to Bid & Instruction to Bidders, Revised 3/29/2023

Distribution: Attendees
Curt Liscum
File