



**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
May 31, 2023 @ 10:00 AM**

**CARSON HIGH SCHOOL VARSITY BASEBALL & SOFTBALL FIELD CORRECTIVE
MAINTENANCE**

1111 N. Saliman Road, Carson City, NV 89701

Minutes

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

II. Scope of Work – Samuel Wise, PE

CHS VARSITY BASEBALL & SOFTBALL CORRECTIVE MAINTENANCE PROJECT:

In general, the project scope of work is divided between the varsity baseball field and varsity softball field. Work at the varsity baseball field includes: re-grading of the infield area (includes bases, re-building pitcher's mound, homeplate, batters box), adjustment of irrigation system, new infield fines, new infield sod, and minor drainage improvements. Work at the varsity softball field includes: re-grading of infield and warning track area (includes bases, re-building pitcher's mound, home plate, batters box), new infield fines, and adjustment/replacement of sod at the edge of the infield arc as needed to meet the grading of the infield. Add alternatives for the project include: #1. Replacement of varsity softball bullpens surface, home plate, pitchers rubber, existing fence slats & cap, and new fencing. #2. Installation of new furniture at varsity softball home and visitor's dugouts, #3 removing spoils and debris from site and hauling to the appropriate disposal area.

III. Bidding – Jodi Mason, Purchasing & Materials Supervisor

a. Timeline:

BID EVENTS	DATE
BID Released	Monday, May 22, 2023
Mandatory Pre-proposal Conference/Job Walk	Wednesday, May 31, 2023, 10:00 a.m. @ Carson High School, meet at Front Office
All Bid Questions Due	Thursday, June 8, 2023 (by 2:00 p.m. local time)
Responses to Questions Posted as "Addendum"	Monday, June 12, 2023
BIDS DUE & Opened	Thursday, June 15, 2023 (by 2:00 p.m. local time; Bids are opened at 2:10 p.m.)
Recommendation for Award Posted	Friday, June 16, 2023
Award Granted	Friday, June 23, 2023

Construction Begins **	July 6, 2023 or thereafter
Construction Ends **	forty-five (45) calendar days from date of Notice to Proceed for completion

b. Contract Schedule**

CONTRACT SCHEDULE**

Carson High School (CHS) Varsity Softball & Baseball Field Corrective Maintenance Project shall begin work on July 6, 2023 at the earliest or thereafter with the issuance of the Notice to Proceed. The duration for the work for the CHS Varsity Softball & Baseball Field Corrective Maintenance Project is anticipated to require **forty-five (45) calendar days from date of Notice to Proceed for completion**, excluding any long-lead times for procurement of dugout furniture or unforeseen circumstances limiting access or work on the site. Final schedule and any adjustments shall be coordinated with CCSD, Design Engineer, and the Awarded Contractor.

c. 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.

d. Bid Questions.

All bid questions & RFI's are due to Samuel Wise and Karen Jackson on or before **Thursday, June 8, 2023, 2:00 p.m.** local time. Bid questions are to be submitted via email to swise@lloydengineers.com and kjackson@carson.k12.nv.us

IV. PREVAILING WAGES – Mark 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

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

Apprentices-SB207 NRS 338.01165

VI. Discussion Points

- a. Plans have been reviewed by the Building Department. CCSD will issue an Addendum 1 with minutes of this meeting and revised plans with clouded changes. No Permit is required for this project.
- b. The estimated cost of the Base Bid of this project is \$300,000.00.
- c. Liquidated Damage as identified in the Exhibit D, Owner-Contractor Agreement is \$500.00 a calendar day

VII. QUESTIONS ASKED DURING INTRODUCTION OF PROJECT

All clarifications/responses will appear in bold type.

1. Dura Edge asked as to how much material needs to be removed in the infield? **Sam Wise responded the depth of existing material varies, however it is anticipated that approximately 2” to 3” will need to be removed. The removal of the existing material shall be done at both baseball and softball fields, and replaced with a new 3” profile of infield mix.**

VIII. JOB WALK QUESTIONS ASKED

All clarifications/responses will appear in bold type.

1. Are we grinding the roots at center field in the warning track on the softball field? **Yes. Carson City School District will have a contractor grinding the roots.**
2. Are we removing the tree outside center field on the softball field? **Yes, the same contractor grinding the roots will be removing the tree.**
3. **The furniture in the varsity baseball area, you will protect in place. This is not part of the Add Alternate.**

Originator: Karen Jackson, Administrative Assistant

Attachments: CCSD Sign-In Sheets from Mandatory Pre-Proposal Meeting 5/31/2023

Distribution: Attendees
File