Meeting Minutes - RFP 8-11 Parking Lot Restoration

Date of Meeting:

4/22/11

Minutes Prepared By:

Janice Wilder, Buyer

1. Purpose of Meeting

- > Review bid process & specifications with potential bidders.
- > Escort potential bidders on site visit.

2. Attendance at Meeting

See attached sign in sheet Attendance was mandatory.

3. Meeting Notes, Decisions, Issues

The meeting was opened by Janice Wilder, HCSO Buyer who asked everyone to sign in and leave business cards. The Project Manager Don Riek & Director Angel Varela were introduced. Ms. Wilder reviewed the following information:

- Deadline for submitting bids is April 29, 2011 at 3:00pm. If hand delivering your proposal, allow enough time to clear security at 2008 E 8th Ave.
- No dollar amounts will be read at bid opening, only names of bidders though you are welcome to attend.
- Be sure your bid packages are complete.
- Deadline for submitting questions will be Wednesday April 27, 2011 at 3:00 PM. All questions should be submitted to the Buyer preferably by email. Questions & Answers as well as amendments will be posted to website as the official method of communication. However, the Buyer will make every effort to directly communicate all information by email.
- Performance bonds are required. Bid bonds are not required.
- Sales tax should be included for any materials you will be purchasing. (The HCSO will not be making direct purchases).
- Include copies of tax certificates with bid response.

The Project Manager provided an aerial image of the ORJ parking lot with the ten (1) repair areas marked. The following issues were addressed.

- Projects are to be quoted for the square footage specified and for the repair areas specified. Any additional areas or variance from the specifications should be priced separately and noted in the Exceptions page of the Response.
- The project at ORJ will be delayed until the completion of a gas line installation which will affect the parking area.
- Regarding wedge milling in the ADA spaces do what grade & slope is required to bring up to code.

- Be mindful when milling around pipe and drainage areas.
- ***Contractor will not be required to replace broken wheel stops ***
- Because the location of the work is not in secured, background checks probably will not be required. Reference Part B, Section 13.

*** Project Manager has reversed his first answer on the replacing broken wheel stops. We would now like those to be included in the bid. An addendum will be forthcoming.

4. Action Items

None.

ATTENDANCE SHEET Pre-proposal Conference RFP NO. 8-11

April 22, 2011 10:00 AM

YOUR NAME Phone Number	<u>COMPANY NAME</u> Email Address
DANID FLORES	MONES & HAMPEN CONSTRUCTION
813 980 3464	DAVID CFLORES HMPEN. WM
Derek Sordon	B.R.W Contracting To
<u>813-996-588-2</u>	_ Detek@BRWcontracting OPG
1 ave Valker	- Prowery Faring
813-493-2843	Davewe Prown, Paving. Cor
JASON MARTINEZ	Davewe Proving Paving. Cor DGP & S CONSTRUCTION
813 418, 2036	jaymar218@gmail.com
Art Cause 11	_ Ay A Sarelypot his.
813-918-0098	Ate tampa Pleastrated.co
ANGE VARELA	H.e.s. O.
813 - 247 - 8881	
Don RIEK	<u> Heso</u>
247 - 8482	
Jame Wildu	<u>Heso</u>
247-8029	
Josh Dofey 813-404.6919	Drivery Membre .7,



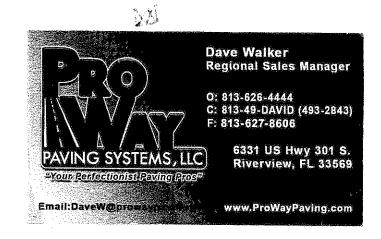
JOSH DUFFY jduffy@driveway.net www.driveway.net SEAL COATING
ASPHALT-CONCRETE PATCHING
ASPHALT-CONCRETE PAVING &
OVERLAYS
ASPHALT RESTORATION
CRACK FILLING
STRIPING

1901 N. 57TH STREET TAMPA, FL 33619 TAMPA (813) 228-6826 FAX (813) 228-0940 ST. PÉTERSBURG (727) 896-3799



Construction Design Build Development

David Flores Cell (813) 323-7895 david@floresharper.com 3725 West Grace St., Suite 150 Tampa, Florida 33607 (813) 980-3464 fax 980-3150 www.floresharper.com



Orient Road Jail Visitor's Parking Lot

1201 Orient Road Tampa, FI 33619

Overview shows/e areas of required repair. Further areas of repair which you deem necessary should be indicated on your bid.

Indicates starting and stopping points

