

PROJECT: Parkrose High School Roof Replacement and Fall Arrest

PROJECT NO: 09042

DATE: June 11, 2009

MEETING LOCATION: Parkrose High School

Mandatory Pre-Bid Meeting

The following Contractors were in attendance and are eligible to submit bids:

<u>Name</u>	<u>Firm/Organization</u>	<u>Phone</u>	<u>E-mail</u>
Digger Brandt	TT Sheet Metal	(503)-641-0552	digger@ttlsm.com
Ron Schilling	Snyder Roofing	(503)-620-5252	rschilling@snyderroofing.com
Andy Cleveland	Johns Manville	(503)-635-4619	ACJMRoofing@aol.com
Norm Knutson	R.C.I. Sheet Metal	(503)-284-6361	R.C.I.sheetmetal@yahoo.com
Aleksey Kuzmenko	Charter Construction	(503)-867-1150	ALEKSEY@CHARTER.com
Glenn Macy	Arrow RFG.	(503)-460-2767	Glenn@arrow-roofing.com
Ron Johnson	McDonald & Wetle	(503)-667-0175	RonJ@McdonaldWetle.com
Tom Bolt	ABC Roofing	(503)-786-0616	tbolt@abcroofing.com
Wayne Shelford	Sarnafil	(503)-735-5639	shelfordwayne@us-sika.com
Cecil Schlecht	Roof Toppers Inc.	(310)-574-7248	cecils@rooftoppers.com
Andy Laakso	United Fire & Safety	(971)-207-9911	andy@unitedfireandsafety.com
Dustin Schneider	Capital Safety DBI/Sula	(503)-330-4016	Dschneider@capitalsafety.com
Phil Erickson	Excalibur & Associates	(503)-891-6404	ExcaliburWA@aol.com
Aaron Anderson	Bob Carlson Inc.	(503)-849-8501	JMcperson@bobcarlsonroofing.com
Vince Lightfoot	Buckaroo Thermaseal	(503)-254-5581	Vince@buckaroo-thermaseal.com
James Schmidt	Eagle Roofing	(541)-389-8305	Not provided
Dallin Patterson	Pac West Roofing	(360)-891-1399	troy_fallon@pacwest.com
Bruce Ryan	Professional Roof Consultants	(503)-280-8959	Bruce.Ryan@professionalroofconsultants.com



Introductions

Architect: Dull Olson Weekes Architects Inc.
Contact: Dan Hess
319 SW Washington St. - #200
Portland, Oregon 97204
Telephone: 503-226-6950
FAX: 503-273-9192

Parkrose School District:
Ed Grassel, School Board Member
Mary Larson, Director of Business Services and Operations
Becky Nino, Assistant to the Director of Business Services and Operations
Scott Wood, Maintenance Supervisor

Summary of Work

- Replacement of barrel metal roofs with single ply system.
- Fall Arrest System: engineering completed in bid documents.
- Bid Alternates: bid alternates 1 and 2 for additional roof replacement and alternates 3 – 5 for ribs.
- Staging and Protection Issues: specification requirements for Pool and Theater.

Important Dates & Times

- Proposed Addendum Dates:
 - a. Addendum No. 1 **TBD**
 - b. Addendum No. 2 **TBD**
- Bid Receipt: Sealed bids to be received by June 23, 2009 by 10:00 am local time.
- Bid Opening: Received bids to be opened on June 23, 2009 at 1:00 pm local time.
- First Tier Disclosure Form: Shall be received by June 23, 2009 by 12:00 pm local time.
- Location: Parkrose School District Administration Offices 10636 NE Prescott Street
- Contracts and Notice to Proceed (NTP): Anticipated to be on or about July 5, 2009.
- Substantial Completion shall be on August 21, 2009.

Communication Procedures

- All communication procedures are preferred to be written and directed to the Architect if clarification is warranted, such clarification will be issued by addenda.
- Substitution Requests – will only be considered if they are received at Dull Olson Weekes Architects by **5:00 pm June 16, 2009** using the procedures as outlined in “Bidding Requirements” Paragraph C.2.. Remember, the burden of proof is on the proposer and not the Architect in showing the merit of the proposed substitution. Be sure to include all information necessary for an evaluation. Approvals will typically appear in final Addendum.

Project Site Visitation Issues

- Site will be available for visitations. Contact Scott Wood to make arrangements.
- Rules and regulations:
 1. Check in at the front office and identifying nametags shall be worn by at all times.
 2. There shall be no interaction between any contractor and any student. This action will be grounds for immediate dismissal from the site.
 3. Beyond courtesy, there should be no interaction between contractors and school faculty.
 4. Show consideration for the client, the students, and faculty.

Pre-Bid Conference Agenda

Project: Parkrose HS Roof Protection and Fall Arrest

Date: June 11, 2009

Page: 3

5. The site is a tobacco free campus. No smoking or chewing will be allowed.
6. Clothing with logos displaying alcohol, tobacco, illegal substances, or suggestive themes is not acceptable attire.
7. Profanity is not acceptable on the project site.

Permit Status

- Status of Plan Review: initial meeting has occurred, DOWA to submit plans within the next few days for plan review.
- Refer to paragraph B.4 of the General Conditions for Contractor responsibility concerning permits. DOWA will revise this in addendum to note that Architect will submit plan review and School District will pay for permit. Contractor will be responsible for acquiring permit after plan review is complete and fees are paid.