

Pre-Bid Meeting Minutes
Removal and Replacement of Gymnasium Bleachers
&
Replacement of Gymnasium Flooring

Milford High School
March 30, 2017 9:00 AM

Vendors Present:

Vince Tarini - New England Sports Floors
Mike Ward – Robert H. Lord Company
Tom Goode – Corbin Interior Specialties, Inc.

District Personnel Present:

Bill Cooper – Director of Buildings and Grounds
Janice French – Administrative Assistant to the Superintendent

Summary of Project:

The existing bleachers are approximately 55 years old and have been renovated in 2009. A number of bracing joints were welded and replacement parts were installed. The bleachers have to pull out manually and do not meet ADA guidelines.

Mr. Cooper opened the meeting at 9:00 am in the front lobby of the Milford High School, and started by answering questions that the vendors brought forward.

Q. The RFP states that engineering and plans stamped by New Hampshire Licensed engineers are the responsibility of the successful bidder. Are those necessary?

A. Yes

Q. The RFP states that dumpsters shall be provided by the successful bidder. Are those for removal of the bleachers?

A. Yes. The District desires to keep 3 tiers of bleachers to use in another building, if they can be held intact. The rest of the bleachers can be cut up and put in the dumpster.

Q. The RFP states the successful bidder shall provide portable toilets. Is that necessary?

A. No, the RFP used is a blanket RFP, no portable toilets will be required for this job.

Q. The RFP states permits, licenses, and permissions required for the project are at the successful bidder's expense. Will there be permits required for this job?

A. The successful bidder will need to check with the Town to ensure all applicable permits, licenses, and permissions are applied for if needed.

Q. For the ADA compliance cut outs in the bleachers, do you want them permanent or able to be removed?

A. The district will defer to the industry standard.

Q. The RFP states that a yearly inspection and required maintenance must be performed to maintain the extended 20 year warranty on the bleachers. Who will be doing the maintenance?

A. Please price the maintenance separately in your bid.

The group moved to the gym for a site inspection.

Q. Do you want power or manual bleachers?

A. The District wants power bleachers, but must have the ability to push in if the power is out.

Q. Will the bleachers remain on the same side?

A. Yes. The District would like as much seating as possible.

At this point Mr. Cooper clarified that the District wants to save three tiers of bleachers to use in another building. The rest can be cut up for removal.

Q. Do the grills in the back of the current bleachers need to remain?

A. Yes. They provide heat to the room, the grills must be cut into the new bleachers.

Q. Do you want side curtains?

A. Yes, The District requires end caps at all ends, aisle ways and ADA locations.

Mr. Cooper asked those present for an estimate of how long the project would take. It was the consensus of those present that the total project would take 12-16 weeks.

Q. The RFP stipulates that August 25, 2017 is the firm completion date. Will the vendors be kept to that time frame?

A. Mr. Cooper is willing to work with the vendors on the completion date depending on when the project is started. If the gym floor is in and usable when school starts, the bleachers could be installed after school starts in the fall.

Q. How long will it take the District to do the maintenance/painting?

A. 2 weeks. Mr. Cooper's plan is to start painting of the ceiling and walls the first week of July, then have the floor removed the 2nd and 3rd weeks of July.

Q. Will the District remove and replace the baseboard?

A. No, the Vendor will remove and replace the baseboard. The vendor will also be responsible for the installation of the volley ball stanchions, and graphics.

Q. What kind of finish does the District want for the floor?

A. A vendor suggested oil for the first year, then transition to a water base. It is the best finish for the floor. Mr. Cooper agreed. Mr. Cooper stated an exhaust fan will be installed in the gym.

Q. Can we save the end rails on the bleachers?

A. No, new end rails will be installed on the bleachers. The District reserves the right to use the existing rails in another building.

Mr. Cooper hopes to have it all completed by the end of August, knowing we may not actually meet that date. There are double doors in the gym which lead directly to the outdoors, to get materials in and out of the gym.

There is a pipe behind the existing bleachers and the bleachers are cut around it. The new bleachers will need to be cut around that pipe.

Vendors took measurements of the gym.

Mr. Cooper asked if there were any further questions. Mr. Cooper told those present that minutes of this meeting will be emailed to all present. Any further questions can be emailed directly to Bill at bcooper@milfordk12.org.

Meeting adjourned at 9:30 AM.

Respectfully submitted,

Janice French
Administrative Assistant to the Superintendent

Question submitted 4/5/17

Q. The basis for design for the gym floor is the Anchored Rezill Sleeper Din by Connor. Which option are you specifying? The system with the plywood layer and the sleepers spaced 16 inches on center or the system with no plywood layer and the sleepers spaced 9 inches on center ?

I am assuming you want the plywood layer. Please clarify when you can.

A. I would like the system provided to be installed with a plywood layer and sleepers placed 16 inches on center.

