

**COUNTY OF ROCKLAND FACILITIES MANAGEMENT
CAPITAL PROJECTS
50 SANATORIUM ROAD
POMONA, NEW YORK 10970**

Meeting Minutes for:

**Capital Project 1483, Construct New Animal Shelter Building
Firemens Memorial Drive, Pomona, New York 10970**

**Pre-bid meeting, Tuesday November 16, 2021, 10:00 am
Building A Second Floor Cafeteria Area, 50 Sanatorium Road, Building A, Pomona, NY
10970**

Attachments: List of Attendees

1 – The meeting opened with introductions of all job-related personnel and a description of job bid as follows:

The job is Capital Project 1483, Construction of a New Animal Shelter Facility.

**The bid package is available on-line through the Empire State Bid Net.
Per the Notice To Bidders, the bid is due on Thursday, December 2, 2021. The bid opens at 11:00 am. Bids will be opened by the Clerk to the Legislature at the County Legislative Chambers, Allison-Parris County Office Building, 11 New Hempstead Road, New City, NY 10956. Any bid received after 11:00 am will not be opened.**

A bid bond is required as per the Notice to Bidders. Please make sure the bid bond is made out properly.

This is a prevailing wage rate job. The payment requests shall include certified payroll. The correct signage and posting as required by the State DOL must be posted at the site. In addition, OSHA 10 cards must be provided for all workers on the job.

**For this job, all contractors must be enrolled in a NYS DOL certified apprenticeship training program. This is a County Law. The form is in the specification and is included in the forms submitted with the bid.
Please read and complete all forms accurately.**

Once the bids are received and the selection of the successful contractor(s) is completed, the award will be made as soon as possible. The current target

date for the start of construction is March or April 2022. The exact start date will be weather dependent.

NOTE: The Total Contract Time and the time duration from the Notice to Proceed to Substantial Completion as listed in the Notice to Bidders is as follows: the contract time to perform the work from issuance of the Notice to Proceed to Substantial Completion is 450 calendar days. The total contract time is 540 calendar days. The additional time allows for submission of all closeout documentation.

The last day for questions is November 22, 2021 at 3:00 pm. All questions must be submitted on the form supplied in the bid documents.

Four contracts will be issued for the job: General Construction, Electrical, Plumbing and Mechanical.

2 - The job specifics are as follows: construction of a new animal shelter which will be sited directly behind the existing animal shelter. The contractor will be required to erect a job fence separating the sites. Several sheds and other equipment will have to be moved to clear the back yard area. The site is presently wooded which will require clearing and grubbing, removal of top soil and other soil to depth as stipulated in the Geotechnical report and the sitework specification section.

Access to the new site will be through the Fire Training Center parking area to the south of the site. Care must be taken when using the FTC parking lots and roads and the contractor will be required to keep the parking area and access road free from dirt and debris on a daily basis.

There is extensive site work and structural fill is required. There is a large amount of fill that will have to be removed offsite and also structural fill brought back into the site. Stockpiling of soil on the site will not be allowed. The geotechnical report has been made part of the bid documents.

The site is on a slight slope which requires construction of a concrete retaining wall on the north, west and south side as per plans.

The project is required to be LEED certified, Silver. There is a section in the specification outlining the points we are going for.

As this is a LEED certified project, any substitutions to the equipment noted in the specification sections must be submitted with the bid.

The County of Rockland is the Authority Having Jurisdiction and our staff are certified code enforcement officials. We will be doing the code enforcement and all building inspections. In addition, Facilities Management will be issuing the building permits at no cost to the various contractors. The Electrical Contractor will be responsible to pay for the Fire Underwriters Certificate and get all necessary electrical inspections.

The new animal shelter building itself is 13,000 square feet, slab on grade, concrete and steel building.

Once the new building is complete, it will take several days to move the animals from the old building to the new building. Once the move is complete, the old building will be demolished. After the demolition, the site work will be completed.

QUESTIONS

From Petar Bitanga, UniMak LLC – Has the soil been tested for contaminants.

Answer from Robert Gruffi – The soil has not been tested. The area has been in a natural state and not used for any commercial use.

From Bill Helmer, Helmer Cronin Construction – The access to the site is through the Fire Training Center. Will there be a restriction on truck size and amount of material coming through the existing parking lots and roads?

Answer from Robert Gruffi – The roads are fairly new and they must be kept clear of dirt and debris. The truck traffic must not damage the existing road.

Additional question – Is there a specific site for job trailers?

Answer from Robert Gruffi – The job trailers may be staged in the area along the job entrance road. The staging area of the job trailers will require approval of the County.

Meeting adjourned.