



**ITB 16-0624 / Minneola Athletic Complex Storage Building  
Prebid Conference Summary  
June 22, 2016**

The mandatory prebid conference was held June 22, 2016 at 10:00 a.m. at the Minneola Athletic Complex, 1300 Fosgate Road, Minneola. The attendance roster is included with this summary.

Attending for Lake County

Brook Miller, Parks & Trails  
Bobby Bonilla, Parks & Trails  
Dominic Zawilski, Parks & Trails  
Dwayne Henry, Parks & Trails  
Donna Villinis, Procurement

Powell Studio Architecture

Jeff Powell

Discussion:

- Attendance at the prebid conference is mandatory to submit a bid for the project.
- Bids are due to the Procurement Office by 3:00 p.m. on July 6, 2016.
- Questions are due (in writing) by June 27, 2016.
- One addendum has been issued to date (on June 15). Mr. Powell stated the addendum was inaccurate and will be corrected in the next **addendum**.
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- Background screenings may be required from the awarded contractor and will be addressed in the next **addendum**.
- The City of Minneola currently has the permit. The contractor will either assume the current permit or apply for a second permit.
- Reviewed the ITB document with special attention to the following:
  - Section 1 / Special Terms & Conditions – Key Points:
    - ✓ Section 1.9 – no bonds required
    - ✓ Section 1.10 – completion w/in 60 calendar days from NTP – stipulate on bid form

- ✓ Section 1.10.1 – liquidated damages - \$65.00 per calendar day over completion date
  - ✓ Section 1.14 – submit original and 3 copies of bid– include complete ITB document with required areas completed (bottom of page 1, section 4 – be sure to sign the certification box on page 21, attachments and required items listed on page 9 (license copies; subcontractor list; proof of insurance)
  - ✓ Section 1.16 – hours of operation between 8:00 a.m. and 5:00 p.m. M-F
  - ✓ Section 1.17 – include copies of licenses required for this type of work – contact Building Services at 352-343-9653 if questions on types
  - ✓ Section 1.22 – permits – contractor shall obtain all required permits for the work; bid price for project shall include all incidental fees including permits
- Section 2 / Statement of Work – Key Points:
- ✓ Project shall be a complete turnkey pre-engineered metal storage building
  - ✓ Bid price shall include building and all labor, materials, equipment, transportation, fuel, supervision, permits, inspections, and all incidentals
  - ✓ Base Bid and Additive Item #1 – see page 13
  - ✓ General requirements on page 14 – contractor must fence off area for protection of the site from public
  - ✓ NOTE: Sample permit fees given on page 14 was given as a sample only; the actual square footage of this building is estimate to be 1,592 square foot and is discussed in Section 1.22 on page 11
- Section 3 / General Terms & Conditions (standard boilerplate terms)
- Section 4 / Pricing, Certifications – Key Points:
- ✓ Be sure to check the website for any addenda that may be issued and acknowledge on page 19 (or submit the signed addenda form(s) with the bid)
  - ✓ Pricing shall be as noted in the Pricing Section on page 20; include completion timeframe and license number where indicated
  - ✓ Be sure to complete the information on pages 20 and 21 and sign the bid in the box on page 21
- Section 5 / Attachments
- ✓ References
  - ✓ Vendor Profile Form
  - ✓ Similar Projects Form
  - ✓ Copy of project specifications and drawings

Questions from vendors at the prebid conference:

Q: Is there a specific manufacturer required for this building?

A: No specific manufacturer has been specified. Bidders are requested to provide details about the building being supplied in the bid on the bid form including manufacturer, warranty (roof, building).

Q: Will the fencing around the existing building be removed and disposed of by the contractor?

A: Yes, awarded contractor shall remove and dispose of the fencing around the existing building.

Q: Shall the contractor dispose of extra fill created from the work?

A: Yes, contractor shall dispose of extra fill to an off site location. The County does not want to retain this fill.

Q: Where can the contractor stage materials, equipment during the construction?

A: Staging areas can be on the edge of the worksite or between the worksite and the existing building. The parking lot must be available to park patrons.

Q: Does the County desire a NDL warranty?

A: The County will entertain a NDL warranty; bidders shall state the warranty information in the bid.

End of Summary

**LAKE COUNTY OFFICE OF PROCUREMENT SERVICES  
SIGN-IN SHEET**

DATE: June 22, 2016  
TIME: 10:00 a.m.

ITB TITLE: Minneola Athletic Complex Storage Building

ITB NUMBER: 16-0624

PURPOSE OF MEETING: Mandatory Prebid Conference

NAME	COMPANY NAME	PHONE	E-MAIL
Brook Miller ✓	Parks & Trails Division	352-742-3862	<a href="mailto:bmiller@lakecountyfl.gov">bmiller@lakecountyfl.gov</a>
Bobby Bonilla ✓	Parks & Trails Division	352-742-3863	<a href="mailto:bbonilla@lakecountyfl.gov">bbonilla@lakecountyfl.gov</a>
Dominic Zawilski ✓	Parks & Trails Division	352-253-4950	<a href="mailto:dzawilski@lakecountyfl.gov">dzawilski@lakecountyfl.gov</a>
Donna Villinis <i>DV</i>	Procurement Services Division	352-343-9765	<a href="mailto:dvillinis@lakecountyfl.gov">dvillinis@lakecountyfl.gov</a>
<i>John Totu</i>	<i>Johnson-Lark Construction</i>	<i>321-229-0150</i>	<i>John@Johnson-Lark.com</i>
<i>Jeff Warren</i>	<i>Ayem Fitzgerald</i>	<i>407-920-0599</i>	<i>Jeff@RFC95.com</i>
<i>Jeff Powell</i>	<i>POWELL STUDIO ARCHITECTURE</i>	<i>352-874-2340</i>	<i>jeff@powellstudioarch.com</i>
<i>Michael Sobel Home</i>	<i>KAM Services inc</i>	<i>(352) 429-0049</i>	<i>Michael@KAM-Services.com</i>
<i>Mike Cross</i>	<i>CDR2</i>	<i>352 455-9380</i>	<i>Mike.CDR2@yahoo.com</i>
<i>Bob Dunn</i>	<i>CDR2</i>	<i>352 516 0555</i>	<i>bobcdre2@yahoo.com</i>
<i>Ryan Plankenhorn</i>	<i>Tucker Construction</i>	<i>863.299.4444</i>	<i>rplankenhorn@tucker-construction.com</i>

\*\*\*NOTE: Any questions should be emailed to the Procurement representative ([dvillinis@lakecountyfl.gov](mailto:dvillinis@lakecountyfl.gov)) for response. Questions are due by June 27, 2016.

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NAME	COMPANY NAME	PHONE	E-MAIL
DICK MARSHALL	TRAPPX CONSTRUCTION	407-468-8318	nick@marbexconstruction.com
ROBERT DORR	KALOS SERVICES	352-243-7088	ROBERT@KALOSFLORIDA.COM
Ellis Barnes	Kalos Construction	407-592-8194	Ellis@KalosFlorida.com
Kent S. Kirton	Kirton Enterprises	386-341-6232	rachel@kirtonenterprises.com
DWAYNE HEERY	LAKE COUNTY SCC	352-253-4950	DHEERY@LAKECOUNTYFL.GOV
BROOK MILLER	LAKE COUNTY SCC	352-253-4950	BMILLER@LAKECOUNTYFL.GOV
Dominic Zawalski	LAKE COUNTY SCC	352-267-6633	DZawalski@LakeCountyFL.GOV

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