
ADDENDUM 3

Project: Kearny High School - Aircraft Noise Abatement & Renovation
Date of Meeting: August 31, 2010
Date of Minutes: September 2, 2010
Place of Meeting: Kearny High School
To: All Attendees;
Cc's Michael DeVita, Business Administrator, Marc Bruscano, Director of Facilities, Kearny Board of Ed

BIDDERS:

The mandatory **Pre-Bid Conference** and walk through for the Kearny High School Aircraft Noise Abatement & Renovation project was held on August 31, 2010 at Kearny High School, 335 Devon Street, Kearny NJ and the following items were discussed. The above contractors were present for the walk through and are therefore eligible for bidding on this project.

1.0 WELCOME AND INTRODUCTION

- 1.1 Mr. Michael DeVita, Business Administrator, opened the walk thru and welcomed the bidders on behalf of the Board of Education. He introduced members of the Design Team: David Gibson, Peter Pivko and Steven Bauer and Mark Bruscano, the Director for Facilities for the Kearny Board of Education after which he turned the proceedings over to Mr Gibson.
- 1.2 Mr Gibson welcomed the bidders and introduced members of the design team, Jay Agarwal of A&J Engineers, the Mechanical/Electrical Engineers, and Isaac Kafrouni and Joe Merrin of Kafrouni Engineering the structural engineers, and Mr Carlos Guevara, PANYNJ Engineer liaison for the project
- 1.3 He also thanked Senator Menendez, Lautenberg and Congressman Steven Rothman for their efforts in getting the funding released. At this point he turned the meeting over to Mr Pivko
- 1.4 **TIME CONSTRAINT OF BID PERIOD**
 - 1.4.1 Mr Gibson spoke briefly as to the history of the project and explained that the short bid period was because of requirements of the Federal Aviation Administration who together with the Port Authority of New York and New Jersey is funding 60% of the project that the project be bid and certified before the end of the federal fiscal year on September 30, 2010. He reiterated that the bid period could not be extended or the district would loose the FAA/PA funding and the project would be cancelled.

2.0 SCOPE

- 2.1 Mr Gibson then spoke about the scope of the project which involved retrofitting the school to block out noise from airplanes taking off and landing at Newark Liberty International Airport. The project involved replacing all the widows with new acoustic windows and removing the existing steam boilers and replacing them with gas fired absorption chillers that would both cool and heat the school. In addition to the aircraft noise abatement work the district was using School Development Authority matching funds to construct a 6 story addition within the light court of the North Building. The new addition would replace an existing indoor pool and would contain a culinary institute to teach students how to become chefs and work in the food and beverage industry, along with three floors of classrooms. On the fifth floor would be constructed an extension of the existing Media

Center. And above that were to be two large mechanical rooms for air handlers and space for the cooling tower.

3.0 ADMINISTRATIVE MATTERS

3.1 Mr Pivko reminded everyone that they must sign in for this walk thru as the it was mandatory and failure to sign in would disqualify a contractor from submitting a bid.

3.2 Mr Pivko then asked that the bidders submit the information requested of them in the Notice to Bidders listing projects similar in scope and cost to the Kearny High School project.

3.3 EXISTING CONSTRUCTION PROJECT

3.3.1 Mr Pivko spoke about the presence of a contractor already on the site who was doing exterior masonry restoration work. It had been hoped that the masonry work would be part of the noise abatement project but as the noise abatement project had been delayed it was decided to move forward with the exterior masonry project. The successful contractor for the aircraft noise project would have to work in conjunction with the exterior masonry contractor.

4.0 CONSTRUCTION OF BUILDING

4.1 Mr Pivko turned the presentation over to Mr Bause who explained that the high school had been constructed in three pieces - the first piece was constructed in 1921 with an addition to the east in 1938. The addition was constructed in such a way that it can not be determined visually where the original and addition begin and end. Together these two entities are known as the North Building which is how it is designated in the construction documents. The third phase of the High School is an addition to the south constructed in 1971 - also known as the South Building.

5.0 INVOLVEMENT OF FAA & PA

5.1 Mr Bauer then went on to explain that with the involvement of the FAA in funding the project the contractors would have to abide by certain federal laws relating to construction projects, such as Buy American provisions, anti-discrimination and affirmative action requirements, federal prevailing wage guidelines as set forth in the Davis Bacon act. He stated that the relevant information was contained in the specifications along with copies of forms the contractors would have to submit with invoicing.

5.2 DISADVANTAGED BUSINESS ENTERPRISE

5.2.1 Another requirement for the project is that a percentage of the contract has been deemed to have been set aside for disadvantaged business enterprises and that if the contractors had difficulty in engaging business qualifying as DBE they could contact the Port Authority who maintained lists of qualified suppliers and contractors the bidders could use to reach the set aside goals.

5.3 Mr Bauer then spoke about the requirements that needed to be met at the time of bidding. He stated that there was a Bidders Check List of all items required to be part of the bid submission and that failure to include items would disqualify a bidder. He also went to remind the bidders to sign all the documents where required and to have them notarized where required as failure to have a signature where required had caused a low bidder to be disqualified. He said it would be a shame to lose a 40 million dollar project over having not signed a \$20,000 bid bond.

5.4 INVOICING

5.4.1 Mr Bauer stated that as the project was partially funded by the federal government through the offices of the FAA that contractor requisitions even with

using the standard AIA contractor requisition forms would involve more paper work than many of the bidders were use to working with and may take additional administrative time. He went on to say that the Board of Education has an excellent history of approving contractor requisitions and issuing checks quickly understanding that if a contractor does not have to figure in the cost of borrowing money to pay current expenses while waiting on payment reduces the overhead expenses of the contractor which may be reflected in a more favorable construction cost to the district.

6.0 LOGISTICS OF CONSTRUCTION

6.1 Mr Bauer reminded the bidders that the school would be occupied during the construction period and that the contractors must be mindful that the education of the students was primacy and the contractor would have to work with the school administration when SAT and state equivalency tests were given. He stated the administration was committed to working with the contractors and would accommodate them as much as possible.

6.2 "PHASING" OF WORK

6.2.1 Mr Bauer then went on to explain that the mechanical systems had been designed with individual air handling units supplying air vertically within specific defined quadrants or sections rather than horizontally over an entire floor level. Because of this vertical approach to supplying air it was anticipated that vertical shafts of space would be turned over to the contractor. Once an area was turned over to the contractor the contractor would have complete unimpeded access and use of that space in which to perform all the contractual work required in that space. But he went on to say that the contractor would have to coordinate his activities closely to ensure all the major work was accomplished in the area in the time allotted to work within that area.

6.2.2 Mr Bauer passed out a series of floor plans that showed the building divided into the segments served by specific air handling units. The sketches indicate that as work would progress into a segment the classrooms within that segment would be relocated to temporary classrooms thus freeing up the space for the contractor to work. As each segment was emptied of classrooms and students the contractor would move in and begin demolition, construction of new ducts and HVAC equipment, construction of new partitions called for in the contract documents, installation of new windows and installation of new ceilings and lights. At the end of the "phase" the students would return and reoccupy the space and the contractor would move on to the next segment of work. While the majority of heavy construction work would be completed during the "phase" connections would still have to be made to tie in each segment to the central heating and cooling center. The tie in and connection work would have to be accomplished during school breaks or during the summer when the contractor would have wider access to the facility.

6.2.3 TEMPORARY CLASSROOM REQUIREMENTS

6.2.3.1 In response to contractor question about temporary classrooms the following is noted:

The TCU's are all self contained units consisting of two classrooms that share a common entry foyer and toilet room (lavatory and toilet). Each TCU has it's own Heating and A/C unit, and is wired for power, data, intercom / telephone and lighting. The units require connections with electric utility, water and sewer connections as well as data, telecommunication, etc back to the school's central data systems

6.2.3.2 TCU's will require the construction of foundation and supports on which to be placed and circulating walkways connecting them to each other and to the High School Building. All connections have to be ADA compliant

6.2.3.3 It should also be noted by the bidder that the costs associated with the Temporary Classroom Units is not in the base bid but is an add alternate.

6.2.4 PHASING & CONSTRUCTION SCHEDULE

6.2.4.1 Mr Bauer stressed that the documents passed out were not intended to be "THE PHASING PLAN" the contractors would be obligated to follow. On the contrary the phasing of the work should be part of the considerations the contractor takes into account as he sets up the required construction schedule during the first two months of the project. The plans being passed out are intended to get the contractor to think about how he would phase the work in such a manner that all the work would be completed within the 3 year time frame allowed in the contract and still allow the school to function with minimal disruptions. The contractor that can figure how to logistically use his work force to the highest and best yield should be the successful bidder.

6.2.4.2 Mr Bauer again reminded the bidders that the school will remain in operation during the entire three year construction period and while the school administration will make every reasonable accommodation to help the contractor complete the project in the shortest time period the contractor has to remember the purpose of the school is to educate the children.

At this point the meeting broke up and a tour of the facility began.

7.0 LOGISTICS OF CONSTRUCTION

- 7.1 The tour began in the boiler rooms where Mr Gibson and Mr Agarwald explained that the existing boilers were to be removed and the two gas fired absorption chillers installed. He further stated that the contractor would have to remove a portion of the exterior basement wall adjacent to an existing light well to make a shaft of space in which to get the new chillers into the boiler room. In response to a contractor question it was noted that all the existing equipment and piping in the room was to be removed and that there would be some abatement of asbestos contained insulation which was also within the contractors scope of work.
- 7.2 The tour moved to the exterior next to the boiler room to give the contractors a look at the area between the North and South Buildings where the chillers would have to be installed from.

8.0 FIRST FLOOR - ATRIUM SPACE

- 8.1 The tour continued on the first floor down the corridor that would become the floor of the new atrium. Mr Bauer explained that this area was within the east light court that was to be where the new addition was to be constructed. He stated that all of the walls would have to be removed as well as the ceiling and structure above.

8.2 CAFETERIA

- 8.2.1 The group then proceeded into the Cafeteria which is slated to be enlarged by the removal of masonry walls and connections between the cafeteria and the new atrium along the line of the existing cafeteria windows. The existing acoustical ceiling is to be removed as well as the plaster ceiling above that.

8.2.2 NEW CEILING SYSTEM

8.2.2.1 In response to a contractor question regarding the specification for a new ceiling system the new design is shown in revised Drawings A-3.2; A-4.12 & A-4.12A. The ceiling system consists of WoodWorks Vector System as manufactured by Armstrong. Individual panels are 2' by 2' with a Round Straight perforation pattern (Rg 6006) and are combined using Vector T-bar suspension system into 8' by 8' "clouds".

8.2.2.2 Trim at the edges of each "cloud" is WoodWorks real wood 2" trim.

8.2.2.3 The wood of panels and trim s to be natural maple (NMP).

8.2.2.4 On the upper side of each panel are 1" BioAcoustic Infill Panels.

8.2.2.5 Each "cloud" is suspended on black iron attached to the concrete above

8.3 The tour moved onto the old swimming pool which formed the basis for the light court originally. The pool is to be filled in and the roof structure removed. The footings for the new 6 story structure would fall within the outline of the old pool.

9.0 LOGISTICS OF CONSTRUCTION - ACCESS & STRUCTURAL

9.1 In response to a contractor question concerning logistics of getting into the space it was shown that the pool was on grade with the first floor and in line with the existing loading dock and auto mechanics shop which had large garage doors. The design of the project envisioned using this route to enter and remove debris from the interior. It was also felt by several contractors that the height of the existing garage doors and ceilings would allow for trucks and excavation machinery to operate within the school building on this level.

9.2 In response to a contractor question regarding the support of the new footings Mr Kafrouni the structural engineer replied that the drawings call for footing size and bottom of footing elevation on 4 ton soil. The drawings also require the bottom of the footing to be adjusted to the level of approved bearing strata, wherever that may be. He further stated that the drawings and all foundations have been designed in accordance with the requirements set forth in the geotechnical reports and suggested the contractors follow the recommendations in the soils report.

9.3 In response to a contractor question about gaining access to existing footings to reinforce them to act with the new footings Mr Kafrouni replied that the contractor should remove minimal amounts of slabs or walls to complete the work. When questioned that there was no demolition drawings showing extent of removals of floor slabs, walls etc it is generally not shown on the contract documents the extent or size of hole in concrete slabs required to gain access for footing work below a slab. This is left to the contractor's discretion as to how much area he needs to work and achieve what is shown on the contract documents.

10.0 SPACE ABOVE DROPPED CEILINGS

10.1 Mr Bauer then took the group on a floor by floor walk of the north building to give them idea as to the size of the project. Along the way Mr Bauer pointed out there had been several areas of the existing ceiling removed to show the contractors some of the pipe and conduit they would encounter above the dropped acoustical tile ceiling. In response to a contractor question about what was actually located above the ceiling Mr Bauer stated that the demolition drawings called for the removal of he dropped ceiling as well as the original plaster ceiling and 1 by 1 ceiling tiles and while this may not be the existing condition in every location the contractor should assume there would be existing hung plaster ceilings above the existing acoustical tile ceiling. Additionally, Mr Bauer pointed out that as the new HVAC ducts were to be placed in the corridors above the new dropped ceiling the contractor would have to remove all extraneous pipe and conduit in

order to allow the greatest cross section for the ducts to transverse.

11.0 DETAILED COORDINATED DRAWINGS

- 11.1 Mr Bauer pointed out that the contractor would have to prepare detailed coordinated drawings showing how the new duct would be located within the existing spaces allowed and how each segment of 'phase' of duct work would connect to other segments of ducts. Additionally, areas of potential conflict between the location of new duct and existing pipe and conduit and structure would have to be identified and a solution found for relocated a duct route or moving existing conduit or pipe. Mr Bauer also pointed out that when the existing ceilings were removed any fire alarm, security equipment, closed circuit television cameras etc would have to be supported until the new ceiling was installed for the equipment to be reattached to. The contractors should take care to ensure that fiber optic and cat 5 lines are not broken during the demolition or construction of new work. He stated that it would be too bad through carelessness on the part of the contractor that lines were broken and would have to be repaired at the contractor's expense.

12.0 ROOF MATTERS

12.1 PHOTOVOLTAIC PANELS

- 12.1 When the group reached the roof Mr Bauer walked them over to the east light well and explained the concept of the new addition within the existing light well. He also pointed out the existing photovoltaic system on the rooms that would have to be protected during construction. In areas where the new 5th floor is to be constructed the photovoltaic cells were not installed. Piping connecting sections the cells that will be disturbed by the new construction will be handled by the owner prior to work of the contractor but that the entire system would not be removed by the owner and the contractor would be responsible for ensuring it was not damaged during

12.2 ROOF PATCHING

- 12.2 In response to a contractor question about patching of the roof at new penetrations Mr Bauer stated the roof had been installed within the last 5 years and still had 15 years on the warranty. The new roof consists of two layers of insulating material, a protective cover and two heavy plies of roofing membrane. The warranty on the roof is held by Johns Manville and in order to keep the warranty intact any roof work would have to be done by a roofing contractor approved by Johns Manville. The contractor should be aware of the makeup of the new roofs and the provision for approved contractors when calculating roof work.

13.0 SOUTH BUILDING

- 13.1 While the group broke up before going to visit the South Building the contractors are reminded that the work shown on the contract documents pertaining to the South Building is part of the base bid.
- 13.2 The issues discussed in the North Building and outlines above pertain to the South Building as well

Respectfully Submitted

Steven Bauer, RA
Project Architect
DFGibsonArchitects P.C.

We believe that these minutes accurately reflect what transpired at this meeting; and issues brought up by contractors during the question phase of the project.