

PRE-BID CONFERENCE AGENDA

Date: April 2, 2020

Time: 9:00 a.m. CDT

1. Introduction of Key Personnel:
 - A. Pierre Charbonnet, Jacobs / CSRS
 - B. Scott Drago, Jacobs / CSRS
 - C. Jonathan Perret, Jacobs / CSRS
 - D. Michael Buisson, N-Y Associates, Inc.
 - E. Michael Schmidt, N-Y Associates, Inc.
2. Review of DBE Requirements:
3. Review of Contract Requirements:
4. Plan Rooms with Bid Documents:
5. Review of the Scope of Work:
 - A. Review of Advertisement for Bid:
 - B. General: Refurbishment of an existing Floor Finishes on the 1st and 2nd Floors of approximately 32,500 square foot, of a three story school building originally constructed in 1924 of Type II construction.
 - C. Discussion of Specific Scopes of Work:
 - 1). Hazardous Material Abatement/Removal.
Work includes Removal of Small Amounts of Asbestos as well as and precautions for working around areas previously abated and/or requiring new asbestos removal.
 - 2). Architectural – Finishes Repairs/ Replacements.

Demolition:

Minor Demolition of Small Amount of Wood Strip Flooring in Stair.
New Masonry Opening in Exterior Wall for New Elevator Lobby.
Plumbing Walls.
Suspended Acoustical Ceiling Grid.
Demolition of Existing Suspended Acoustical Ceiling Grid, Light Fixtures, and HVAC System are already Generally Completed except as noted on Drawings.

Replace Concrete Fill:

Replacement with Polystyrene Board and poured-in-place concrete underlayment fill.

Vinyl Tile:

Concrete Fill will be “Green” when Vinyl Tile will need to be installed.
New Moisture Barrier Floor System.

Moisture Barrier Floor System & Moisture Monitoring is *not* required with:

Aquaflex.
TEC LiquiDam.

New Vinyl Tile where Scheduled.

Carpet:

New Carpet where Scheduled.

Wood Trim:

Trim Base and Shoe Molding Replacement, and Touch-Up Paint.
Replacement of other minor Termite Damaged Wood Window Trim Noted on the Drawings.

Custom Wood Cabinets:

Replace Historic Wood Cabinets removed in Previous Phase of the Work.

Commercial Plastic-Clad Wood Cabinets:

Plastic-Clad Wood Base and Wall Cabinets.

Re-Hang Interior Doors:

Re-Hang all Existing Interior Doors.

Gypsum Board:

New Metal Stud Plumbing Walls.
Patch Holes where Existing Ducts were removed.
Patch and Skim all Existing Walls prior to Re-Finishing.
Suspended Gypsum Board Ceilings where Scheduled.

Suspended Acoustical Tile Ceilings:

Suspended Acoustical Tile Ceilings where Scheduled.

Interior Painting:

Repaint all Interior Walls and Wood Trim.
Repaint Chalkboards with Chalkboard Paint.

Tackboards:

Replace Cork in Existing Tackboards.

Dry-Erase marker Boards:

Dry-Erase Markerboards as Specified and as Detailed on Drawings.

Window Roller Shades:

New Roller Shades all Windows.

Elevator:

Provide New Elevator, Elevator Lobby and Historic Wood Entrance Door.

3). Mechanical, Electrical and Plumbing:

Electrical:

New Interior Lighting system, Complete.
New Electrical Service Panels and Power, Complete.

HVAC:

New HVAC System, Complete.

Plumbing:

New Plumbing Domestic Water, Waste and Vent Lines, Complete.
New Plumbing Fixtures and Trim, Complete.

Special Systems:

New Sprinkler System.
New Fire Alarm System.
New Security System.
New Access System.

4). Roof:

Abandon Existing HVAC Units.
Cover Openings from Abandoned HVAC Units.
New Membrane Roofing Parapet Flashing all around.

5). Exterior:

- New Play Equipment Safety Surface.
- New Mechanical Equipment Structure.
- Re-Install Sections of Existing Roof-Top Fencing Noted on Drawings.
- Remove Weep Vents and Grout Existing Weep Vents above Rear 3rd Floor Windows Solid.

D. Building will be vacant during the course of the work.

E. All work must be completed prior to beginning of the next school cycle.

6. Important Dates:

The following are important dates to follow:

- 1st Advertisement March 18, 2020
- 2nd Advertisement March 25, 2020
- 3rd Advertisement April 1, 2020
- Pre-Bid Conference April 2, 2020
- Last Day for Prior Approvals April 13, 2020
- Final Addendum Due April 16, 2020
- Bid Date April 22, 2020

7. Status of Permits:

- A. State Fire Marshal: Applied For.
- B. City of New Orleans Safety and Permits: Applied For.

9. Site Visit Dates will be issued by Addendum:

A waiver will need to be signed to gain entry onto the Job Site.
Only 5 persons will be allowed together on the Job Site at any one time.

10. Questions: