

12-5-17
10:00 am

Mandatory Pre-bid

2018-001-022 - 47 units located in any part of Adair, Sequoyah, Cherokee and Wagoner Counties

2018-001-023 – 43 units located in Craig, Delaware, Mayes, Muskogee, Nowata, Rogers and Tulsa Counties

Eligible Companies to Bid and Attendees:

Keystone Construction – Bobby Brock – (Eligible to bid 2018-001-022 ONLY)

MacHill Tribal Construction – Mitchell Sanders

Strong Builders – Chad Strong

TTA Construction – Tyler Choate

RSC Construction – R. Shane Carroll

Slover Construction – Bobby Slover

Harris Contractors – Cody Deatherage

HACN Attendees:

Joe Leach – New Construction Inspector Supervisor/Manager

Randy Bogart – HACN Inspector

Tonya Lockwood – New Construction Senior Contract Specialist

Carla Henson – New Construction Contract Specialist

Tracie Cochran – New Construction Special Assistant

Delana Kimble – New Construction Contract Manager

Cherokee Nation Attendees:

Willard Mounce – TERO

Don Greenfeather - TERO

Points of Discussion during Meeting:

Delana – Welcome

HACN Employees present: Carla Henson, Tracie Cochran, Tonya Lockwood, Erna Reeves, Joe Leach, Randy Bogart, Willard Mounce and Don Greenfeather.

Read the detailed announcement (pg. 2) important information and dates. The Housing Authority of the Cherokee Nation is seeking sealed bids from qualified contractors for the turnkey construction of Forty-Seven (47) and Forty-Three (43) detached single family units consisting of either 4 bedroom homes with a bonus room or 3 bedroom homes with a garage or a 2-bedroom home. Interested parties are to provide bids to furnish all necessary labor, quality control, licenses, material, equipment, tools, supplies, permits, insurance and supervision to complete the entire project and to perform the work required thereof within the time specified after receipt of "Notice to Proceed." The entire project must be fully completed within 180 consecutive calendar days or \$1,000.00 per calendar day will be charged to the contractor for each day of extension over the presented construction end date. The scope of Work and Specifications are available in the bid packet, along with all information and all necessary form documents. A bid bond equal to one percent (1%) of grand total bid amount. A "bid bond" is one executed in connection with a bid offer to guarantee the contractor will enter into a contract if given the award. The only documents accepted will be an actual bid bond or cashier's check. The deadline for bids is January 3, 2018 at 10:00 a.m. Bids must be received on or before the deadline to be considered. Bids must be clearly marked "Sealed Bid,

Do Not Open, Turnkey Construction RFSB # 2018-001-0022/2018-001-023." A public bid opening will be held immediately following, in the HACN Office located at 5000 S. Muskogee Ave, Tahlequah, OK.

- Read Indian Preference – The successful contractor must complete the TERO Labor Agreement and pay all applicable fees, including \$25 per day for every non-Indian employee working on this project in accordance with Legislative Act 01-14. Please contact TERO at 918-453-5334 with any questions. The successful bidder must have all fees and paperwork submitted to TERO for a contract to be considered fully executed. Must turn in a copy of the front and back of your TERO Certificate.

-Read Information for Bidders – Bid Documents – Qualifications of Bidder – Debarment, Suspension, proposed Debarment and other Responsibility Matters – Subcontracts – Insurance Requirements.

- Interpretation of the Bid Documents – To be given consideration, interpretation request must be received by December 19, 2017 at 5:00 p.m. Interpretations for the bid shall be posted by December 21, 2017 at 5:00 p.m.

- Site inspections – At the time of the opening of bids, each bidder will be presumed to have inspected the sites, familiarized themselves with any existing conditions, read and become thoroughly familiar with the plans and contract documents (including all addenda). Site Inspections may be scheduled for eligible bidders who have attended the mandatory pre-bid conference by contacting Joe Leach at 918-316-2493.

- Page 8 – Bonding Requirements – A bid bond equal to one percent (1%) of grand total bid amount. A "bid bond" is one executed in connection with a bid offer to guarantee the contractor will enter into a contract if given the award. The only documents accepted will be an actual bid bond or cashier's check. Read and explained A-E. E is new - A 5% Retainage for each submitted draw until the completion of the project, including a 1% Maintenance Retainage, which will be held for one year from the date of completion and released after the annual inspection and all warranty work within the solicitation is completed.

- Page 9 – Preparation Outline – The following information must be submitted and signed as indicated with sealed bid. All information must be submitted for any bid to be considered responsive and responsible. Explained A-I. Also, the drug free form must be included to be responsible and responsive.

- Scope of Work – Joe Leach
- Only change – Landings on back porch and front porch. **Back went from 4X4 to 5X5. The front went from 4X15 to 5X15.** All units except for 2 Bedroom they will stay the same. 3 & 4 Bedroom Homes are a **3 ton system.** *make a list of 2 Bedroom units – what size unit in the 2 bedroom homes? **2 ton system**
- List of 2 bedroom units:
- Adair County – Logan Turner
- Sequoyah County – Adrian Russell
- Craig County – Dylan Allison
- Craig County - Wesley Allison
-
- Tyler Choate – Wells? Drilling Well? Delana –Yee you will drill the wells, bid per ft. And include testing and capping make sure that HACN is present to tell you when to stop and Cap the well responsible for well testing. Testing will need to include a water Quality test including: Alkalinity, pH, Hardness, Total Dissolved Solids, Chloride, Sulfate, Nitrate/Nitrite, Fluoride, Iron, Manganese, Lead, Arsenic. You will also provide a Bac T test when connected to the home. If the Bac T is a fail, we will address sanitizing for retest or the filter system.

Joe - They are doing the well house as well – CN? We expect changes when it comes to wells – Check the water. Make sure we can get water and electric. So, in the end we aren't waiting on that.

What do we do if we can't get utilities? Stop at that point. HACN and Land Development will help as much as possible.

- Page 2 of scope #6 – May change 1st phase – we don't want you waiting before you do application of service – we will require an inspection report that area is cleaned up. Will have 3 termite certs.
- 2X4 windows – Treated? Not Necessarily – Tyler – Treated will rot if you wrap in metal.
- #21 – Layout of the house? – pad size? Would like for them to all be 50x80
- Put sod 15 ft around the house – We want you to get as good as possible
- Failure to have Inspector assist in locating pins and home being built off the HACN assigned land will incur expenses that will be reimbursed by the contractor to the HACN.
- Footings & Slabs – 2 ft footing with steel in it. Stress con cable's – 18 inch
- Cylinder Test? We will have Inspectors there when you pour slab.
- Bobby – Will they be staked so we can look at the sites? Joe – I sure hope so. They are supposed to be. Some of them will be hard to find. If sites are too hard to find – We will ask for a later deadline.

Delana – Going over Name, Unit #, Bedroom Size – Unit sheets closing by counties – Based on scheduled closing with Bank. Notice to Proceed will be issued once closed. The Units that aren't single close can be started immediately.

Don – Explanation of TERO. Explained the Job skills job bank if any employees are needed. Don can be reached at 918-822-2909. He said whoever the project was awarded to need to go see TERO. Any questions? There was none.

Delana – Are there any questions?

- There were none.
- Thank you for attending!

Clarifications submitted:

The new plans call for a 15x15 front porch in the pre bid you guys said 5x15 which is it? **5x15**

What is the spec on handicap showers?

Handicap/Shower/pre-fab 1 pc. 60" x 37 3/4" x 78 1/4" high with fold down seat and pressure balanced shower valve with glide bar. Include 2 handrails.

How do we list the Well Prices on the bid sheet since there is no blank for these items? Do we add a line to the bid form that shows the well price per foot? **Yes, per ft.**

On the Artie and Kristina Brown's existing well in Adair County are we just bidding to upgrade the well house and anything other than that will be a change order? **upgrade well house - assume water is to home. HACN will evaluate after that.**

Item # 14 on the Scope of Work States Contractor shall install a wood flue per specifications is this for every unit? **Yes, if participant ask for a flue kit, then it should be installed, only one has it indicated, we will not ask before building the homes.**

Other NOTES: Steven and Laci Wilson - Mayes County has withdrawn their application from the bid list. PLEASE CO NOT BID THIS UNIT>