

# AGENDA

Architecture Unlimited, PLLC  
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January 23, 2018

RE: UNC-Charlotte Baseball Indoor Training Facility Pre-Bid Meeting

Attendees:

See attached sign-in sheet

1. Sign In Sheet
2. Introductions
3. Overall Project Scope: The project involves the construction of a new 6,264 SF One-story facility within the current bullpen area of The Robert and Marium Hayes Stadium Baseball Complex. The exterior is 12" CMU with brick veneer. The roof is pre-manufactured wood trusses with options for shingles or a metal roof system.
4. Documents: The Plans and Specifications are available by contacting Jeff Sherer of Architecture Unlimited at 704-451-7436 and/or by email at [jshererarchitect@gmail.com](mailto:jshererarchitect@gmail.com)
5. Bid Date: The bid date is on February 15, 2018 from 2 pm – 4 pm in Room 210A of the Cone University Center
6. Form of Proposal: See 00 40 10 of the specifications. Project is to be bid single prime. Nine alternates are included in the form with 7-9 being preferred
7. Minority Business Participation Requirements are included in the form for your use. Dorothy Vick is to present the Guidelines for selection of Minority Business Participation.
8. Schedule: See 00 73 00 Article 23: 150 Consecutive calendar days from the Notice-To-Proceed
9. Bonds: The requirement to provide Bonds for Bid, Performance and Payment are to be included per specification requirements
10. Liquidated Damages are \$500 per Calendar Day
11. Owner Provided Items: None
12. An addendum will be prepared to include minutes of the pre-Bid meeting along with any questions that might arise from the bidding process.
13. Any bidding questions shall be in writing to Jeff Sherer at the email address listed above. No questions will be answered unless in writing and in turn will be included in an addendum. Do not contact engineers directly without prior authorization
14. Safety: See Part 2: 00 73 00 2.1A and B. refer to <http://safety.uncc.edu/contractors>
15. Construction Meetings: Weekly meetings are to be held on-site. Meetings are to assist in coordination of the project and to review the progress schedule. Engineers and other representatives will be available as needed
16. Testing: By Owner
17. Site Walk-Through
18. Questions

END OF PREBID MEETING