

# Pre-Bid Conference Agenda and Information Sheet

Project Name LDS Teton 1, 2 Boiler Replacement  
 Stake Name: Sugar City Stake  
 Property Number: 507515721010101

|  |  |   |
|--|--|---|
| Welcome (Local leader or Account Manager)<br><b>Logan King</b>         | Invocation<br><b>Jeff Wheeler:</b>   | Introductions (Project Manager)                           |
| Consultant Name and Phone<br><b>Dwayne Sudweeks<br/>(208)-221-9502</b> | Project description<br><b>Replace coal boilers with 2 propane boilers.</b> |   |
| New Square footage<br><b>N/A</b>                                       | Bid opening date and time<br><b>July 28<sup>th</sup>, 2021</b>             | Bid opening location (address and room)<br><b>Conslog</b> |
| Building permit issued by<br><b>Mechanical Reimburse</b>               | Calendar days for project<br><b>45</b>                                     | Liquidated Damages / day<br><b>\$50/day</b>               |
| Asbestos abatement required  | Unusual conditions   |   |

Addenda items

## Information Addition or remodel Projects Only

|  |   |   |
|--|---|---|
| Facility will be occupied during construction<br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Utilities paid by<br><input checked="" type="checkbox"/> Church <input type="checkbox"/> Contractor | Restrooms provided by (check one)<br><input checked="" type="checkbox"/> Church <input type="checkbox"/> Contractor |
| Gets salvage (check one)<br><input type="checkbox"/> Church <input checked="" type="checkbox"/> Contractor           | Contact for access to building during bid (FM group name, address and phone)                        |   |

Miscellaneous Item(s)

## Bidder Information (During the conference read the following statements word for word)

1. Bidding Information
  - a. Bids are by invitation only.
  - b. Contractors and subcontractors must be licensed in the area where the project located..
  - c. The successful bidder must supply:
    - 1) Workers Compensation Insurance.
    - 2) Commercial Liability Insurance.
    - 3) Automobile Liability Insurance.
    - 4) Bonds (if required in the General Conditions).
    - 5) Builders Risk Insurance (if the project is over \$5 million).
    - 6) Government taxes are to be included in bid amount with the exception of Canada (GST, PST, HST, etc.) and when directed by the Project Manager in U.S. states (such as State Sales Tax).
2. Contractor Requirements
  - a. Contractor will comply with all applicable laws, ordinances, rules, regulations, and orders of any public authorities relating to performance of the Work.
  - b. Contractors are alerted that the Owner will strictly enforce the requirements of Safety as in the contract documents on this project.
  - c. Contractor must use company legal name on bid form
3. Addenda
  - a. All addenda will be issued by the consultant
  - b. All verbal agreements or instructions must be confirmed by written addendum.
  - c. Contractors are to bid the contract documents.
  - d. Requests for clarification shall be in writing and received by the architect three working days minimum prior to bid opening.
  - e. Final addendum will be issued 48 hours prior to
4. Plan Rooms
  - a. Required - Dodge Data and Analytics is electronic access of the plans, specs and addenda. (See below for instruction for accessing plans)
  - b. Required - Mountainlands Area Plan Room is for viewing access to hard copies of the plans, specs and addenda. Documents will be in the Salt Lake City Office and is free for walk in service. Address for MAPR is:  
583 West 3560 South Suite 4  
Salt Lake City, UT 84115  
Phone: (801-288-1188  
Fax: (801-288-1184
  - c. Optional – Local area plan rooms as determined by the project manager and consultant.
5. Bid Opening
  - a. Sealed bids will be accepted up to the previously specified time, immediately thereafter, bids will be opened and read.
  - b. Bids are to be submitted as outlined in the specification.
  - c. The bid form used will be the form provided at the pre-bid conference. Original required.
  - d. The owner reserves the right to reject any or all bids and to waive any irregularity therein.
  - e. If all addenda are not acknowledged by number (1,2,3,etc.), on the bid form or if the bid form is not signed, the bid will be considered not-responsive and will be returned to the bidder immediately without considering the bid amount.
  - f. The bid amount is to be listed in both written and numerical form. If there is a discrepancy between the two, the written amount will be

# Pre-Bid Conference Agenda Sign-in Sheet

---

Project Name: LDS Teton Boiler Replacement  
Property Number: 507515721010101

---

In Attendance:

Company:

1. Aaron Martin Rocky Mountain Boiler – aaronm@rockymountainboiler.com

---

2. Colleen McMurtrey Rocky Mountain Boiler – colleenm@rockymountainboiler.com

---

3.

---

4.

---

5.

---

6.

---

7.

---

8.

---

9.

---

10.

---

11.

---

12.

---

13.

---

14.

---

15.

---

---