

Pre-Bid Conference Agenda and Information Sheet

Project Name Post Falls ID McGuire Stake Suite Addition
 Stake Name: Coeur d'Alene Idaho Stake
 Property Number: 591076220030101

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| Welcome (Local leader or Account Manager) Tom Howell | Invocation : | Introductions (Project Manager) Tom Howell |
| Consultant Name and Phone Gene Ulmer (899-0874) | Project description Stake Suite Addition to existing meetinghouse | |
| New Square footage 2,298 | Bid opening date and time June 1st @ 2:00pm (MST) | Bid opening location (address and room) Electronically |
| Building permit issued by City of Post Falls | Calendar days for project 180 | Liquidated Damages / day \$325.00 |
| Asbestos abatement required NA | Unusual conditions None | |
| Addenda items Building permit cost is \$8,224.67 | | |
| Information Addition or remodel Projects Only | | |
| Facility will be occupied during construction <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Utilities paid by <input checked="" type="checkbox"/> Church <input type="checkbox"/> Contractor | Restrooms provided by (check one) <input type="checkbox"/> Church <input checked="" type="checkbox"/> Contractor |
| Gets salvage (check one) <input type="checkbox"/> Church <input checked="" type="checkbox"/> Contractor | Contact for access to building during bid (FM group name, address and phone) Lock Box JLL 0762 | |
| 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 bid.
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. **(On Conslog)**
 - 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 used.

Steps for downloading from Dodge Data and Analytics

- Purchasing Individual Reports/Plans/Specs/Addenda from Dodge Data and Analytics
 - Access the web-page <http://dodgeprojects.construction.com/>
 - Search the Dodge Database by state (required) using the Dodge Report Number or Project Name for a single project report. To see a listing of all of the LDS projects in a particular state, enter the State name from the drop down box and then enter LDS in the second search box. Click Search.
 - Select the project from the results list. By clicking on the blue project description, a more descriptive title will help to make sure you are purchasing the correction documents.
 - When you find the correct project, select: *Get This Report*, *Get Plans & Specs*, or *Monthly Access*. Add to Cart and Proceed to Checkout or Continue Shopping. After the purchase, select View This Project.

Available plan room hard copy

Hard copy plans are available for viewing at:

- Mountainlands Area Plan Room
583 West 3560 South, Suite 4
Salt Lake City, UT 84115

Plans can also be viewed online with Mountainlands at: www.MAPRonline.com

- Membership is required for online service.