Pre-Bid Meeting Agenda Minutes

3/21/2024

Community Center Park Expansion

Park improvements, including boardwalk, shade structures, lighting, and parking

430 N. Alister, Port Aransas, TX 78373

Meeting called by: City of Port Aransas Type of Meeting: Pre-Bid
Facilitator: Colleen Simpson Meeting Start Time: 10:00
Meeting Stop Time: 11:00

Agenda

1. Welcome and Introductions
   - City Parks & Rec Director: Colleen Simpson, Port Aransas
   - City Manager: David Parsons, Port Aransas
   - Project Engineer: Thomas Everett, Halff
   - Project Landscape Architect: Layne Olivo, Halff (via Zoom)
   - Contractors:
     - J.M. Davidson
     - Lighthouse (Mako)

2. Project Overview and Scope

3. Bid Submission Requirements and Schedule
   - Bid Opening - April 5th
   - Bid Award - April 18th
   - Mobilize – Tentatively beginning of May
   - Laydown Yard – Consider options on-site. City may have off-site option(s)
   - The Bid is Lump Sum per project manual
   - USPS Coordination required during construction so USPS can maintain service
   - AEP Pole Removal on-going, coordination required during construction, this includes Charter-Spectrum facilities
   - Equix (City) gas line coordination required during construction
   - Temporary Traffic Control Plan
     - No major impacts to Alister traffic

4. Site Visit

5. Questions
   - Answers will be distributed to the plan holders list weekly beginning on Friday, March 22, 2024.
   - All questions must be submitted by April 3rd and will be answered by April 4th.

6. Closing Remarks
   - Pouring can begin at 7am. Early morning pour permission will need to be acquired from Development Services.
   - Contractor will need to pull building permits but permit fees will be waived.
   - Community Center event dates will be shared with Contractor for their reference during construction.
City representative for reclaimed wood will be present for pre-con to discuss coordination requirements with Contractor.
Community Center roof improvements will likely overlap with this project.

Adjourn

Additional Information

Observers:
Resource Persons:
Special Notes: Sign In Sheet attached herein
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