



## MEETING MINUTES

<b>LOCATION</b>	CITY OF HOONAH CITY HALL CONFERENCE ROOM/COH GYM	<b>DATE/TIME</b>	MAY 3, 2024 AT 10AM
<b>ATTENDEES</b>	<b>DENNIS GRAY, COH</b> <b>SHAWN MCCONNELL, HOONAH CITY COUNCIL</b> <b>STAN SAVLAND, HOONAH CITY COUNCIL</b> <b>JON MCGRAW, SOUTHEAST EARTHMOVERS</b> <b>FREDDY SCHWAN, MCG CONSTRUCTORS</b> <b>THOMAS COURTNEY, CHICHAGOF ISLAND BUILDERS</b> <b>ROB BISHOP, CARVER CONSTRUCTION/GAME CREEK</b> <b>TIM LOMBARD, ISLAND CONTRACTORS</b> <b>MIKE VANDER JACK, DAWSON</b> <b>MARK PUSICH, RESPEC</b> <b>MICKI MINSCH, RESPEC</b>	<b>CLIENT</b>	I0307
		<b>PROJECT NUMBER</b>	24014
		<b>PROJECT NAME</b>	COH HOONAH GYM FLOOR SETTLEMENT IMPROVEMENTS
		<b>PREPARED BY</b>	MSM
<b>RE</b>	<b>PRE BID CONFERENCE</b>		

## MEETING SUMMARY

A mandatory in person pre-bid meeting was held on this date starting at 10:00 AM for the City of Hoonah (COH) Gym Floor Settlement Improvements project. Participants in the pre-bid meeting are listed above.

Mark Pusich asked that everyone introduce themselves and then the group walked or drove up to the Hoonah gym to begin the rest of the meeting inside the gym. Mark followed the agenda that was previously prepared.

### 1. BID DUE DATE/TIME

- Mark stated that solicitation for bids for this project are due on Tuesday May 14, 2024 hand delivered to the City of Hoonah Municipal Office, 300 Front Street, Hoonah, AK on or before 2:00PM Alaska Standard Time. No faxed or mailed bids will be accepted. Bids must acknowledge any addenda that are issued for the contract. It is the intent of COH to award this project as soon as possible
- Mark state that the bids must be sealed and clearly labeled with the following information:
  - "City of Hoonah Gym Floor Improvements"
  - Date and Time of Bid Due Date (2:00PM Tuesday, May 14, 2024)
  - Bidders Name
- Mark stated that bid modifications will only be accepted by mail or fax (907-945-3445) at any time prior to the closing time for receipt of bids. Bidders are strongly advised to telephone the COH (907-945-3663) prior to the time set for opening of bids, to confirm the successful and timely transmission of their fax Bid Modification.
- Mark stated that the deadline for bidder questions to be submitted by email is May 8, 2024 at 5:00PM to Mark Pusich, City Engineer at [Mark.Pusich@respec.com](mailto:Mark.Pusich@respec.com). This was not originally stated in the contract bid documents but is stated now.

- Mark stated that the bids must include the following documents filled out and submitted on time.
  - Signed Bid, Section 00300
  - Completed Bid Schedule, Section 00310
  - Bid Security (Bid Bond, Section 00320, or by a certified cashier's check as stipulated in the Notice Inviting Bids, Section 00030)

## 2. UNIT PRICE CONTRACT

- a. Mark stated that this is a unit price contract with current State of Alaska Prevailing Wage Rates apply for this project. Contractor is required to conform to State of Alaska Department of Labor (DOL) reporting requirements for certified pay rolls with current prevailing wage rates. All costs associated with the DOL reporting are the responsibility of the Contractor.

## 3. PROJECT SUMMARY

- a. Mark explained that the site of WORK is located on the south half of the Hoonah Gym located at 366 Garteeni Highway in Hoonah, AK.

Mark explained the history of the construction of the gym. He shared that it was built in 1996 and the depression in the floor appeared shortly after. He let the group know that an insurance company came to inspect the gym in 2015 or 2016 and that a ground penetrating radar survey was done and a floor depression was noted. RESPEC surveyed the gym floor for this project using a 2' grid to collect data. The data indicated a 6 ¼" floor depression in the northeast area of the gym. Mark explained that the depression in the gym floor is a safety concern. Mark shared that the depression is likely due to the subgrade not being prepared properly during the original construction or an underground water weep created a void beneath the floor slab. He also let the group know that the City has refinished the flooring and striping every other year.

Mark then explained the work included with this project. The work includes mobilization and demobilization, removing and replacing a portion of the west gym wall for access to the gym, temporary gravel access, temporary ventilation, temporary wall & ceiling coverings, removing and reinstalling wood bleachers, removing, salvaging, and reinstalling the maple wood flooring, removing and disposing of the existing gym floor plywood, resilient pad, moisture barrier, and 5" thick welded wire mesh slab, excavation, proof rolling, geotextile, geogrid and vapor barrier installation, structural fill placement, base course grading D-1 placement, bedding of existing 4" PVC sewer, 6" reinforced concrete floor slab, connecting new slab to existing slab and foundation wall, floor insert removal and replacement, concrete door landing removal and replacement, cove base removal and replacement, sanding, painting and resealing of maple flooring, electrical relocation, removal and reinstallation of horizontal and vertical siding and other related miscellaneous work. He explained that the existing 4" PVC sewer service will be encountered during excavation and will have to be rebedded.

- b. Mark said that there are no permits needed for this project.

#### 4. CONSTRUCTION TOPIC HIGHLIGHTS

The following construction topics were discussed by Mark.

- a. School ends May 16<sup>th</sup>. The completion date for the project is August 15, 2024. School will be starting the following day on August 16<sup>th</sup>, 2024. Contractor and Owner will work expeditiously to meet this date. Submittals will be turned around in minimum time frames for this project.
- b. Contractor to coordinate with the COH City Administrator and Hoonah City Schools 72 hours prior to beginning project demolition.
- c. The contractor is to have all temporary ventilation and temporary wall and ceiling coverings installed prior to beginning project demolition. We don't want the existing system to take in the dust and fumes from this project. We don't want to impact the existing system.
- d. The contractor is to secure all doors to the gym including the temporary access at the end of each work shift to secure the site.
- e. The contractor is to reference existing locations of ground sleeves prior to demolition so that the new gym floor sleeves can be installed in the same location.
- f. Contractor staging and materials area located on the north side of the gym and pool building.
- g. Existing 4" PVC sewer is located within the gym floor reconstruction area, protect & maintain.
- h. Contractor to carefully salvage for reinstall, the existing exterior horizontal and vertical siding, existing wood bleachers, and maple wood gym floor.

#### 5. CONTRACT COMPLETION DATES

- a. Project completion date is August 15, 2024.
- b. Liquidated Damages will be assessed at \$1500 per day.

#### 6. CLARIFICATIONS

- a. Last day for technical questions will be May 8, 2024 at 5:00 PM AST to Mark.Pusich@respec.com.
- b. Bid schedule Pay Item 2607.1 Rigid Board Insulation is a contingency pay item and contractor will be paid for material on hand. Any unused materials will be returned to the City of Hoonah. The rigid board installation may occur at the existing 4" PVC sanitary sewer service location.
- c. An addendum will be issued on May 9<sup>th</sup>, 2024.

#### 7. QUESTIONS

The group began the question portion of the meeting in the gym and they are summarized below:

- a. **Question:** Will any work be done on the concrete stem wall to address settlement? **Answer:** Based on Respec's investigation the exterior foundation system is not showing any signs of settlement.

- b. **Question:** Is there a specification for the flooring? It is inevitable that some will be lost. **Answer:** We don't have the original specification but can find a spec that is applicable and will include it by addendum.
- c. **Question:** Will there be a cut straight across the centerline of the gym? We're going to have to tie the reinstalled flooring into the existing flooring. **Answer:** We will develop a detail showing how the reinstalled maple floor will tie into the existing gym flooring. This will be issued by addendum.
- d. **Question:** Do we have to dig up the sewer line? One foot lifts will be hard. **Answer:** The sewer line will need to be protected and bedded if encountered during construction. The line will need to be camera'd after construction to verify no damage to the pipe. COH has camera'd the line and it looks fine. The depth of the gym overexcavation will be close to the depth of the sewer pipe.
- e. **Question:** What kind of rock will be in the lifts? **Answer:** 3" minus.
- f. **Question:** Can we have seams in the geogrid? **Answer:** The geogrid material can have a 2' overlap per specification.
- g. **Question:** What is the sewer pipe material? **Answer:** PVC.
- h. **Question:** Can we just remove and replace the existing sewer line to make sure it is bedded properly? **Answer:** Yes, this approach would be acceptable.
- i. **Question:** In theory, what is under the gym? **Answer:** It doesn't appear that it is structural fill. The work was done by Blazy Construction. Not sure if native material was used as structural fill.
- j. **Question:** If there is water intrusion, there may still be water running now. **Answer:** This is something we will address during construction. One solution would be to install a subsurface drain.
- k. **Question:** Will the bleachers be removed? **Answer:** Yes, three sections on the west side will be removed, and two sections on the east side per the plans.
- l. **Question:** Do we have the blue prints? Have you seen this before? Why is it failing with no load? **Answer:** Yes, we have the record drawings. I have seen this before beneath an exterior slab where groundwater was flowing beneath the base material and creating a void which then created cracking and sinking of the concrete slab.
- m. **Question:** This used to be a baseball field. It was flat for a very long time. I am concerned that when we get into the project we will see water. **Answer:** If we see water we will get a subdrain pipe installed to convey the water offsite. It is possible that there are deteriorating stumps beneath the gym floor causing the settlement.
- n. **Question:** What kind of system is under the floor? **Answer:** It is similar to a sleeper system with two sheets of 1/2" plywood with a dampening system.

The group began to head outside for the outdoor portion of the site visit. Jeff Skafelstad was present for a different event taking place at the gym and briefly shared what he knows about the project site with the group. He was present for the earthwork of the original construction for the gym. He let the group know that there wasn't much ground preparation done and that the pool adjacent to the gym had similar issues. He said there was mud about 18'-19' and that there were mud pockets of blue clay and uneven rock surfaces beneath the building. The construction followed

the contours of the rock surface below. Fill came from the nearby river. The site was previously covered with evergreen trees.

The group moved outside and Mark pointed out the existing gym wall that will be removed for the temporary access, the access road, and the sanitary sewer cleanout. Questions asked while outside are summarized below:

- a. **Question:** Will construction access be through this area? **Answer:** Yes.
- b. **Question:** What is the anticipated excavation depth? **Answer:** there will be a 4' subcut which will be slightly below the footing depth.
- c. **Question:** What will the cut slope at the match location be? **Answer:** 1:1 slope angle.
- d. **Question:** Will the D1 specified for this project be state spec? **Answer:** the D1 gradation will meet the specifications in the contract documents which are close to the State of Alaska specification, but not exact.
- e. **Question:** Will there be any fibermesh in the concrete? **Answer:** No. The slab will have rebar and will be doweled in to the existing concrete slab and foundation walls.
- f. **Question:** Will the concrete be 6 sack or 5.5? **Answer:** The mix will be 6.5 sacks of concrete per cubic yard.
- g. **Question:** Will the COH pool be closed during construction? **Answer:** Yes. The pool will be closed for the duration of the construction to avoid impact to the existing HVAC system.

Meeting ended at 10:50AM. Meeting minutes prepared by RESPEC.

Attachments: Pre-bid meeting sign in sheet.

