



**Westfield Architects
& Preservation Consultants**

425 White Horse Pike
Haddon Heights, NJ 08035

Phone: (856) 547-0465

Fax: (856) 547-4464

Website:

www.WestfieldArchitects.com

Margaret Westfield, RA
NJ Cert. #10185
PA Cert. #RA010310X
DE Cert. #SS-0007180

Michael M Westfield, RA
NJ Cert. #10186
PA Cert. #RA009679X

Sheila K Koehler, MHP
Associate

Unofficial Pre-bid Meeting - Gabreil Daveis Tavern Gloucester Township

MINUTES FROM PRE-BID MEETING OF 10 DECEMBER 2012

Present: Joan Eller Hinski, Gloucester Township Grants Administrator
Guido Clemente, Gloucester Township Building Maintenance Supervisor
Kyle Frees, MPG
Brian Monteith, MPG
Jim McKeever, Alper Enterprises
Jack Abbott, Nickles Construction
Ted Nickles, Nickles Construction
Greg Montgomery, Ross Environmental Solutions
William Lynch, Shade Environmental
Margaret Westfield, R.A., Westfield Architects & Preservation Consultants

Meeting Summary:

Margaret began the meeting with introductions as well as some background history on the Tavern. There were four firms that stated they were bidding as General Contractors, and one firm (Shade Environmental) who was available to serve as a sub-contractor for the removal of bat guano. I mentioned that Guido had received a call from Jessica of ServPro, (856) 227-7800, who had previously visited the site and expressed an interest as serving as a sub-contractor for removal of the bats and bat guano. Don McAllister of the Township's historical committee stopped in briefly.

Joan Eller Hinski, who is the Township's Grants Administrator and is running the bid, explained that the building documents were on line at glotwp.com under the "Doing Business with Gloucester Township" heading.

I then clarified the bidding situation – there are two separate buildings, two separate bids, and two separate contracts will be awarded.

The work at the Gabreil Daveis Tavern includes restoration of the main roof and removal of the bats, specifically:

1. Remediate the bat infiltration into the attic;
2. Clean the bat guano out of the attic and then lay heavy plastic sheeting on the floor of the attic;
3. Replace the main with sawn wood shingles with no inter-course underlayment and with a combed ridge. The work includes replacing individual strips of deteriorated lath as required and replacing the lath on the bottom three feet

(only) of each slope with marine grade plywood, and water resistant and conventional underlayment;

4. Repair the main cornices on all elevations;
5. Remove the non-historic bargeboards of the main raking cornice on the east side, replace them with new bargeboards with a beaded edge installed flush against the wall, and repair the remaining barge boards on the west side; and,
6. Prepare and repaint the woodwork of the main cornices and the main raking cornices/bargeboards;
7. Add-Alternate #1: Replace the porch, well, and pent roofs in-kind. Replace the aluminum flashing on the rear porch roof with TCS II or lead-coated copper.
8. Add-Alternate #2: Paint all of the woodwork not covered by the base bid, with the exception of the window frames, trim, and sash. This Add-Alternate includes, but is not limited to, painting all surfaces of the shutters.
9. Add-Alternate #3: Paint the window frames, trim, sash.

A few questions were then raised, the answers to which are answered either below (if the information already exists in the bidding documents) or on the attached Addendum #1 if the answer clarifies or changes the information in the bidding documents:

1. Add-Alternate #1 includes all work typically associated with Divisions 1, 2, 6, and 7 of the Technical Specification required for the re-roofing of the porch, well, and front pent roof. Painting work is covered by Add-Alternate #2.
2. Permit Fees will be waived, per paragraph G.1. on page 3 of the Conditions of the Project.
3. There is no local registration requirements for contractors; however all contractors must be registered with the State of New Jersey.
4. Both Bid Bond and Performance Bonds are required for these projects.
5. By state statute attendance for this Pre-Bid Meeting is not mandatory; however, per the Conditions of the Project, the Contractor must have visited the site prior to submitting a Bid, so Bids will be rejected from contractors who do not visit the site (by signing in at this pre-bid meeting or at the subsequent opening of the site on Wednesday, 12 December 2012, at 10:00 am).
6. The whole bid package must be returned with the bid because doing so insures that the bidder had possessed the entire bid package.

Contact information: Joan can be reached at 856-228-4000 at extension 3307; Guido can be reached at 609-221-2762; and, Margaret can be reached at 856-547-0465.

The pre-construction meeting concluded with the reminder that the Gabreil Daveis Tavern will only be open once more during the bidding period – this coming Wednesday, 12 December at 10:00 am, and only if Guido hears from contractors who want to get back in by 5:00 pm on Tuesday, 11 December 2012. (He will not reopen the building if no one calls on Tuesday.)

Distribution: All in attendance, file.

Prepared by: Westfield Architects & Preservation Consultants