

**Quest Academy
10908 Strickland Road
Pre-Bid Conference Agenda
February 1, 2010 at 2:00 p.m.**

Introductions:

Owner:

Max Barbour-Ocean Development Group LLC
8504 Towneley Place
Raleigh N.C. 27615

Building Location:

Quest Academy
10908 Strickland Road
Raleigh N.C. 27615

Architect:

Smith Sinnett Architecture, P.A.
4601 Lake Boone Trail, Suite 3-C
Raleigh, North Carolina 27607
Phone: (919) 781-8582
Fax: (919) 781-3979

John Sinnett, AIA, Principal in Charge
Scott Mcconnell, Project Designer

On behalf of the Owner and Smith Sinnett Architecture, we would like to thank you for your interest and attendance at this Pre-Bid Conference.

I Bids will be due **February 9TH, 2010 at 3:00 p.m.**, for a Single Prime Contract at the

Quest Academy School
9650 Strickland Road
Raleigh, N.C. 27615

All bids will be held until 3:00 p.m. then opened and read aloud.

II Bid Day Documents:

1. Bid Form Pages 1 through 4
2. Bid Bond (5%)
3. Bid envelope should be sealed with the following information listed on the outside of the envelope.
 - a. Bidder's Name and Address
 - b. North Carolina Contractor's License Number
 - c. Name of Project
4. If awarded the Contract, the Bidder must provide an executed Performance Bond and Labor and

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Material Bond for 100% of the Contract by a company licensed in North Carolina. Certificates of Insurance meeting the requirements indicated in the Specifications will also be required.

III Alternates and Allowance:

See Section 01 21 00 - Allowances (in specifications)

See Section 01 22 00 - Unit Prices (in specifications)- used to determine allowances.

See Section 01 23 00 - Alternates (in specifications)

IV Special Inspections:

See Section 01 40 00-1 Special Inspections and Quality Control (in specifications)

V Schedule:

See Supplementary General Conditions: Date of substantial completion: Nov 15, 2010.

VI Liquidated Damages:

See Supplementary General Conditions: \$500.00 each calendar day in excess of the stated completion time.

VII All Bidders are expected to fully examine and familiarize themselves with the Drawings, Specifications and existing conditions. All Bidders should read the scopes of the bid package. Any questions or clarifications should be directed to the Architect. No allowances will be made after the bids are received for any oversight due to failure to examine the documents.

VIII Substitutions or approvals of "Equals" will only be accepted if approved by the Architect in writing at least 10 days prior to the receipt of bids.

IX Technical questions should be submitted to Architect as soon as possible by phone or preferred email.
(919) 781-8582
Smcconnell@smithsinnett.com

X Construction Documents may be ordered from:
Smith Sinnett Architecture
4601 Lake Boone Trail, Suite 3-C
Raleigh, NC 27607
919-781-8582

XI Addenda will be emailed to everyone on the plan holders lists.
Addenda can also be downloaded from:
www.smithsinnett.com under the Documents Tab.

XII An addenda will be issued to address any questions raised today. All Addendums will be issued by email. Please provide email addresses on the sign up sheet if you wish to receive a copy of the addendum.

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1. Addenda will be emailed to plan holders that have submitted a plan deposit.
 2. Verify that email security will allow emails from smcconnell@smithsinnett.com.
- XIII Plan Holds List and Bidders List can be downloaded from:
www.smithsinnett.com under the Documents Tab.
- XIII All plan deposits must be received prior to the bidding.

SIGN-IN SHEET

Name:	Company:	Phone:	Fax:	Email:
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