

# RAMSAY • BURGIN • SMITH ARCHITECTS, INC. ARCHITECTURE • PLANNING • DEVELOPING

225 North Main Street – Suite 501, Salisbury, North Carolina 28144 704-633-3121 • Fax 704-633-5361

**PRE-BID CONFERENCE**  
**OLD ST. PAUL'S EVANGELICAL LUTHERAN CHURCH- NARTHEX ADDITION**  
**APRIL 25, 2017 at 3PM.**

**General:**

Bid Date: May 9, 2017 at 5Pm at the Church 2035 Old Conover-Startown Rd, Newton NC.  
(Deliver to the same room as the Prebid Conference)

**NOTE THE BID DATED IS CHANGED TO MAY 16, 2017 IN ADDENDA #1**

G.C's and Subcontractors that would like to visit inside the church should call ahead to the Church secretary who has office hours of Tuesday-Thursday 9:30AM to 2:30PM. Church Ph. # 828-464-9786. Or call Mark Sigmon at the number below.

Existing drawings and Architect's pictures of the Church attic were sent to the G.C's email addresses with a downloadable link on April 26 by Liz Zeibel.

**Attending:**

Mark Sigmon, Bldg Comm. Chrm. Old St. Paul's	<a href="mailto:masigmon1@bellsouth.net">masigmon1@bellsouth.net</a>	828-228-3530
Pastor Robert Sain Old St. Paul's		
Tommy Mitchem Old St. Paul's		
David Workman Matthews Construction	<a href="mailto:dworkman@matthewsconstruction.com">dworkman@matthewsconstruction.com</a>	828-464-7325
Nathan Moose G.L. Wilson Building Co.	<a href="mailto:Nathan.moose@glwilson.com">Nathan.moose@glwilson.com</a>	704-872-2411 ext 279
Thomas Wilson G.L. Wilson Building Co.	<a href="mailto:mwood@glwilson.com">mwood@glwilson.com</a>	
Rick Mathis I.L. Long Construction	<a href="mailto:rmathis@illong.com">rmathis@illong.com</a>	336-661-1887
Donna Smith Ramsay Burgin Smith Architects	<a href="mailto:donna@rbsarch.com">donna@rbsarch.com</a>	704-633-3121
Liz Zeibel, PE Ramsay Burgin Smith Architects	<a href="mailto:liz@rbsarch.com">liz@rbsarch.com</a>	803-810-6097(M,Th,Fri), 704-633-3121(T.Wed)

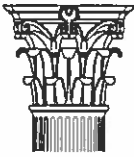
**Discussion:**

Donna Smith thanked everyone for their interest in this project and for attending the Prebid. Bidders are "invited only" with no general advertising sent out for General Contractors. Invited bidders were selected by their reputation and long experience in construction.

Project consists of the demo of the existing 1952 front entry of the building and construction of 1,183 sq. ft Narthex addition of wood and truss framing with "plywood" sheathing, brick veneer (matching brick and mortar) and precast stone front door surround, lots of interior millwork to match the existing millwork (Clear, high grade, no knot, yellow pine), light sand finish of interior rated drywall to mimic existing plaster finish, an operable partition, storage areas and traditional plumbing for toilets, Mechanical Heat pump units (new and existing) in a new attic truss room, a new branch panel extended out of the existing church electrical panel. A 3 hour CMU firewall separates the addition from the existing church building. The 3hr rated HM doors to the Sanctuary need custom painting to give a wood grain look to the door. All walls and drywall work is 1 hour rated as an exit access room. One Alternate for a door surround fabricated with EIFS sculptured forming.

The construction duration is 8 months, hopefully starting in June. G.C's felt this was a doable timeframe. Architect noted \$500 per day liquidated damages for not meeting the time allowed plus any extensions granted by Change Order.

No performance bond is required.



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A good mason and matching brick is critical to the job. The Modernfold operable wall partition specified is the only partition we want to consider for bidding. Notice the extra matching partition closet door provided by the partition supplier used as tall access door into attic scuttle area. An “old school” millwork subcontractor would be desirable for the front door and moulding, casing work. Salvage all existing moulding for reuse, turn over the remainder to the Owner.

Demolition of the existing front entry section of the church is required, the GC will have to stabilize the bell tower until the new CMU wall is constructed.

G.C. will need to bring in “structural fill” for foundation wall backfill up to stone base level.

The church will not be worshipping in the sanctuary during construction, but the space will need to be kept unencumbered with construction or construction dust, dust partitions required when working on the Sanctuary side. GC to clean and dust any mess made the sanctuary by their forces.

The Owner will be removing the asbestos tile in the demolition area and the Sanctuary prior to the GC starting work. The Owner will also be removing pews and installing new hard tile in the Sanctuary at the same time as the new construction is occurring. They may also be removing the baseboard heating in the Sanctuary. They may want some brick left over from the demolition (uncleaned) for memorials.

Asbestos Survey was received by the Church after the meeting. Only the 9”x9” floor tile and mastic contain asbestos. NO asbestos was found in the plaster.

Allowances to be included in Bid: General Contingency \$20,000; Hardware \$10,000 (excluding labor to install); Blasting Rock 10 cys; Non- Blasting rock 10 cys, (not 20); Undercut and Fill 100 cys at the unit price cost indicated on bidders Bid form; Vestibule Light fixture \$4,000:

As requested: **New Allowance for Testing costs:** Include \$5,000 in your bid. This will be added by Addenda.

G.C. to provide Builder’s Risk Insurance for the amount of their contract. The Owner will notify their insurance company of the upcoming construction project and update their insurance as they see fit.

The GC may use the churches power and water responsibly if there is a source close enough to the construction site. If a bigger service is needed the GC will have to get temporary power (Duke Power).

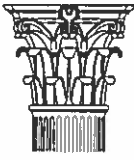
Contractors cannot work on Sunday. 7-5pm Monday thru Saturday work schedule is ok with the church.

G.C will need to arrange for storage of the existing HVAC units, stained glass windows and the cross. The Church may have trailers that can be utilized, but not guaranteed.

The Church will be installing stained glass in the 4 new narthex windows. G.C. to be sure the windows come with a removable glazing bead for the stained glass on the interior side.

Mark Sigmon stated during the project discussion that a Church member was interested in doing the plumbing piping work for the project as a donation to the Church. However, the plumber did not want to purchase the required plumbing fixtures, leaving that to another party.

Discussion proceeded from the General Contractors on how difficult donated work is to handle on a project. From working on their own personal time rather than normal working hours, keeping up with the GC schedule, having the Owner in the chain of command and communication, to the difficulties of split “ownership” of plumbing omissions or inspection problems that might arise, The GC’s discouraged the use of donated labor. They suggested that the Plumber submit a quote for the complete plumbing work to the General Contractors on Bid day and be selected to do the work if low, and be paid by the GC for the work. Then the plumber could make a donation to the Church from the proceeds of his pay. The architect, from experience, understood the challenges that could happen, but also the desire of the Church member/plumber to assist in ways he could to help this project happen financially for the Church.



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The Owner planned to talk to the Plumber, Terrell Setzer, and encourage him to put together a quote to submit on bid day or earlier to be given to each General Contractor for the total plumbing trades work.

A Tour of the Church was given to show:

Basement water connection point in Boiler Room.

Backyard sewer tank location.

Stage construction anywhere in front yard. Regrass area disturbed.

All exterior woodwork is clad with brown metal for paint free surfaces.

Light fixture at front door to be cleaned up by the church and converted to LED for G.C. to reinstall.

Front door strap hinges and stained glass window lite to be reused on new front doors.

Clean and paint existing HVAC grilles, close up sound booth room opening in rear Sanctuary wall.

Rear area in Sanctuary, provide electrical trenches for new sound booth location inside the Sanctuary.

Small access doors for hot water piping set point/flow valves in the existing rear wall.

Discussed 9 foot width of roof area that must be fire treated plywood sheathing per code (new and existing roof area)

New precast stone sits on concrete slab/footing 2-5/16" below finish floor (height of porch brick paver)

**It was noticed that the roofing and wood trim on the Bell tower was rotten. G.C. will be asked to repair the top cap on a "time and material" basis at the time when the crane that sets the roof trusses is on site.**

End of Prebid Meeting Minutes