



PRE-BID MEETING SUMMARY

DATE: November 16, 2023
COMM NO.: 23070
PROJECT: **Addition and Renovaitons to Commonwealth Building Materials**

TO: All Plan Holders
LOCATION: 1735 Plantation Rd NE
Roanoke, VA 24012

COPY:

Mike Sutton
Alan Downie
Tom Ward
Craig Favor
Eddie Herron
Wesley Cotner
Chad Clinevell

Owner, Blue Eagle CM, LLC
Hughes Associates Architects & Engineers
Salas O'Brien (M,E,P)
Favor Engineering (Structural)
G&H Contracting, Inc.
F&S Building Innovations
RL Price Construction

PRE-BID MEETING SUMMARY:

1. Existing Building Alteration in existing Mercantile Building to convert a first floor office into a single use ADA restroom and a one story addition to add 2,300 SF of sales area. No change of use. Building dates from 1958.
2. General Contractor and all Subcontractors shall purchase any project materials that are available from Commonwealth Building Materials from Commonwealth Building Materials.
3. Bidders are required to include a Schedule of Values with their Bid.
4. Hazardous Materials report is included in the bid package.
5. Business intends to remain in operation during the addition and renovation.
6. Work Hours will be 5 AM – 5 PM. Night and weekend work is allowed. Company yard is secured from 5 PM to 5 AM.
7. Staging area will be Addition area, or within existing parking lot.
8. Dumpster location will be within existing parking lot.
9. Job Office can be provided inside existing building.
10. Job site parking will be along street, in parking lot across street, or within existing parking lot.
11. Subcontractor visits can be accommodated during regular business hours. **Contact Jamie at 540-556-7398**
12. Preferred fire suppression vendor is Summit. Preferred security and fire alarm vendor is Security Consultants.
13. CBM will provide basic utilities such as water, electric, heating and cooling.
14. **Deadline for questions is 12 Noon Thursday November 30, 2023**
15. **Bids are due by up to and including 4 PM Tuesday December 5, 2023** delivered to Hughes Associates current address, or by email:

Hughes Associates Architects
Attn: Alan Downie
656 Elm Ave SW
Roanoke, VA 24016
adownie@hughesae.com

Blue Eagle CM, Commonwealth Building Materials and Hughes will not be responsible for failure of email to deliver bid before the deadline. Bids received after the deadline may be rejected.

16. Blue Eagle intends to award the contract and proceed with the project immediately.
17. Include the \$13,000 ADA wheelchair stair lift in the bid.
18. Sample contract was omitted from the Bid Package and will be sent with Addendum No. 1.
19. Payment/Performance Bonds. General Contractor will be required to furnish, and keep in force during the terms of the Agreement, Payment and Performance Bonds.
20. Alternate No. 1 was omitted from the Bid Form and will be added by Addendum No. 1.
21. Access was provided to the office area that will be renovated into a restroom.

END OF MEETING SUMMARY