



HURST-ROSCHE, INC.

MEETING MINUTES

PROJECT:

Parking Lot #7
Austin Peay State University
Clarksville, Clarksville-Montgomery County, TN
SBC No. 373/003-01-2022

DATE:

April 27, 2022
Time: 10:00 am
Austin Peay State University
255 Marion St, Suite 10, Clarksville, TN

ATTENDEES:

Jim Siefert (Hurst-Rosche)
Philip Zoch (APSU)
Rasheda Smith (APSU)
Michael Kasitz (APSU)
Terry Hooper (McIntosh Construction)
Jerry Penrod (Grace Contracting)
Adam Kent (Grace Contracting)
Jon Cantrell (Grace Contracting)

MEETING NOTES:

- Last Day for questions of interpretation or clarification is May 5th. Questions should be submitted in writing to jsiefert@hurst-rosche.com. All questions and answers will be distributed to everyone on the sign-in sheet and any contractor requesting bid documents.
- Scope of Work:

This project consists of roto-milling existing parking lot, repaving, striping, site improvements, and the installation of new parking lot lighting and all required related work.

- Alternates and Unit Prices:
 - Alternate #1: Removal and replacement of sidewalk on the north and south sides of the parking lot
 - Alternate #2: Furnish and install trees, shrubs, plants, and grasses
 - No Unit Prices on this project.
- Documents are available for download at www.hurst-rosche.com
- Bid opening is scheduled for May 10th at 10 a.m. Bid opening will be held at 200 Marion Street, Suite 10, Clarksville, TN
- Bidders are solely responsible for misinterpretations resulting from using an incomplete set of documents.
- Owner's prohibition of the use of services of an illegal immigrant and the related attestation on the bid form.
- Unless confirmed in writing by addendum no changes are binding, and no interpretations or clarifications are reliable.
- Proper bid submittal requirements include the following:
 - Bid Form
 - Construction Bid Envelope
 - Bid Security – 5%
 - Drug-Free Workplace Affidavit
- Contract time for the project is 76 calendar days. University requires the parking lot to be open

by start of school in mid-August. Everyone understands the light poles/lights could be an issue with this date.

- Contractor is asked to review General Conditions Article 11 for insurance requirements.
- Contractor is required to carry Builders Risk Insurance
- Contractor is asked to review General Conditions Article 7.
- SWPPP is not applicable – less than 1 acre
- Site access and construction staging will occur within the confines of the parking lot. It will be the responsibility of the contractor to determine how they will protect the general public from entering the project site.
- Conditional or qualified bids are **unacceptable**.
- Contractors may tour the site at their leisure.
- A walk through at the site will occur after the meeting.
- Substitution request procedures are in the Instructions to Bidders.

MEETING COMMENTS:

Grace Contracting asked about the light pole bases if they should be 6' in the ground instead of 4'

Designer's Response: Will discuss with the engineers and provide clarification in Addendum #2.

END OF MEETING

HURST-ROSCHE, INC.

ATTENDANCE RECORD

Project No.: HR 192-1022

SBC# 373-003-01-2022

Project: Austin Peay State University – Parking Lot 7

State of Tennessee

255 Marion Street, Ste. 10

Clarksville, Clarksville-Montgomery Co., Tennessee

Meeting Description: Pre-Bid Meeting

Date: April 29, 2022

Attendant

	Name	Representing	Phone	E-mail
1.	JIM SIEFERT	HR	618-616-6937	jsiefert@hurst-rosche.com
2.	Terry Hooper	McIntosh Construction	931-648-8250	Terry.Hooper@ARCOSA.COM
3.	Jerry Penrod	Grace Contracting	615-425-6542	Jerry@gc.tenn.com
4.	Adam Kent	Grace Contracting	615-394-9383	Adam@2020earthworks.com
5.	Jon Cantrell	Grace Contracting	615-866-7500	
6.	Nasheda Smith	APSU	931- 333-2107 ²²¹⁻⁷⁴⁰⁵	smithhrs@apsu.edu
7.	Michael Kasitz	APSU	931-221-7707	kasitzm@apsu.edu
8.	Philip Zach	APSU	931-221-6153	zachp@apsu.edu
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