



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT
CONSTRUCTION PLANNING DEPARTMENT

AGENDA

CSM Building 16 Modernization

October 10, 2007

10:00 a.m. – 11:00 a.m.

CSM Building 16

Attendees invited: SMCCCD Pre-Qualified Vendors

- 1 **Welcome and Introductions** – *Project Manager Barry Chin*
- 2 **Pre-Bid Conference Administration**
- 3 **Bid and Contract Award Schedule**
- 4 **Project Overview**
- 5 **Work Sequence**
- 6 **Occupied Campus Coordination Requirements**
- 7 **OCIP**
- 8 **Bid and Contract Questions**
- 9 **Question and Answer**

Project Contact Information:

Barry Chin, Project Manager II
Construction Planning Department
San Mateo County Community College District
1700 West Hillsdale Blvd., Building 6
San Mateo, CA 94402
Telephone: 650-358-6787
Cell Phone: 650-222-5740
E-Mail: chinb@smccd.edu

Karen Pinkham, Project Coordinator II
Construction Planning Department
San Mateo County Community College District
1700 West Hillsdale Blvd., Building 6
San Mateo, CA 94402
Telephone: 650-358-6714
Cell Phone: 650-222-5777
E-Mail: pinkhamk@smccd.edu

Project Websites:

CSM Building 16 Modernization Project Web Page
http://www.smccd.edu/accounts/smccd/departments/facilities/CSMB16Modernization_01.shtml

Project documents

Available at Elite reprographics for a fee: (415)957-1234 or <http://www.eliterepro.com/public.htm>
Documents are also available at the District project website listed above.

Project Milestones:

Mandatory Site Walk-through: Wednesday October 10, 2007, 10:00AM
RFP issue: October 5, 2007
Addendum issue: October 11, 2007
Bid Due Date: October 15, 2007
Award Date: October 18, 2007
Construction: October – December 2007
Project completion no later than January 7, 2008

Project Overview:

Multiple-prime project
Coordination by Swinerton

Occupied Campus Coordination:

Delivery Area: limited to four spaces west of Bldg. 16., two reserved for dumpster
Contractor laydown: North of Bldg. 16.
Contractor parking: Lot 2 (no fees will be charged)
Partial Occupancy: DSPS east end of building
Safety Fencing and notification: Required for all but one entrance (east) and interior hallway.

OCIP

Keenan & Associates:

- Definition of OCIP
- Bidding requirements: Insurance qualification form and evidence of IIPP
- Contractor safety and how to qualify for OCIP
- Off-site insurance and auto liability coverage
- Base bid DOES NOT include costs for insurance coverage provided under OCIP