Benchmark INC

July 17, 2019

2020-01 PWP-WA-2019-268
Reno Sparks Convention Center Hall 3 Roof Replacement Section A and B
4590 S. Virginia Street
Reno, Nevada 89502
Benchmark Project No.: 19RENRENOR009B

PRE-BID MEETING MINUTES

I. Bidding Requirements

A. Bid 2020-01

B. PWP-WA-2019-268

C. Submission Date and Time: Thursday, August 1, 2019, at 2:00 p.m. PDT. Bid opening will be held at 4001 South Virginia Street, Suite G, Reno, Nevada 89502. Entrance to Suite G is on the south side of the Reno Town Mall.

D. Bid Bond: 5% of Bid

E. Performance Bond: 100% of the amount of the contract price.

F. Payment Bond: 100% of the amount of the contract price.

G. Base Bid: Perform roof replacement per the drawings and specification.

H. Unit Pricing.

- Add/delete wood nailer (per board foot).
- Remove and replace wood nailer (per board foot).
- Install walkway as specified (per linear foot).
- Remove and replace steel decking (per square foot).
- Wire brush, clean, and prime paint surface rusted steel decking (per square foot).
- Tear off and replace existing wet or damaged 1/4" per foot tapered insulation (1/2" to 1 1/2" panels).
- Tear off and replace existing wet or damaged 1/4" per foot tapered insulation and install new (1 1/2" to 2 1/2" panels).
- Tear off and replace existing wet or damaged 2" polyisocyanurate insulation.

II. Project Administration

A. Submittals: Use form in Section 01 33 24 Schedule of Pre-Job Submittals.

B. Preconstruction Damage Report: Use form in specification.

C. Daily Reports: Use form in specification.

III. Special Project Requirements

A. Qualifications of supervisors:

Individuals supervising the work included in this specification shall be competent and qualified persons.

Contractor shall have a foreman or superintendent present on the project site throughout the entire construction project, who is fluent in the English language (both written and verbal) and is capable of clear communications with all crew members, tenants, and Owner's Representatives.

B. Coordination:

Coordinate all work throughout the duration of the project as to minimize disruption of facility operations.

C. Temporary Facilities and Utilities:

Contractor must provide their own electricity and portable sanitary facilities, and the supervisor/foreman must have a mobile phone.

D. Staging Areas:

Will be at the southwest corner closest to Hall 3. The staging laydown area will be at the farthest northeast corner with size of areas to be determined by the Owner.

E. Roof Protection:

Contractor shall install temporary 3/4" plywood walkways over moisture resistant insulation on all new roof areas and adjacent roof areas where equipment, materials or personnel are loaded onto or traverse over the roof system. The Contractor shall obtain the Owner's permission prior to installing the temporary walkways.

F. Roof Damage Control:

Contractor shall be responsible for protection of new and existing roof surfaces from construction traffic damage.

Contractor shall inspect all areas on a daily basis, and repair any areas of damage before leaving the job site that day.

G. Access and Logistical Requirements:

Roof access for Contractor's personnel shall be via interior stairwell and access door.

H. Interior Activities:

At any time that the deck requires removal or an opening will be created, the Contractor shall first provide a competent person to barricade off the interior floor a safe distance out from the roof work area(s), provide warning signage, monitor the interior activities, notify employees of overhead hazards, restrict/coordinate access within the barricaded area, and manage housekeeping.

Immediately upon replacement of the decking or closing the opening, the Contractor shall sweep down all floor areas, clean off all elevated areas and equipment, properly dispose of the debris, and remove all barricades. Contractor shall immediately notify the Owner's Representative when complete.

I. Temporary Supports:

The Contractor shall completely and adequately support all rooftop equipment prior to removal of the existing supports. Supports shall consist of steel frames and steel supporting members under the items being supported. Chains or cable supports will not be allowed.

J. Security Requirements:

All workers shall sign in at the designated security station prior to accessing the facility.

All workers shall present a photo ID when signing in.

Personal belongings brought on site will be subject to search by security personnel at any time.

K. Rain Day Activities:

The Contractor shall visit the project site on all rain days and make all necessary corrections to ensure watertightness of the building and roof system, and proper protection of all materials.

L. Labor Forces and Completion of Work:

Once established, the crew size shall not be reduced by more than 20 percent without prior approval of the Owner.

M. Employee Conduct:

All Contractor employees shall conduct themselves in a professional manner at all times.

IV. Safety

A. Standards:

Follow all OSHA as well as State, County and city requirements, as applicable.

B. Submittals:

A site-specific safety plan will need to be submitted prior to work commencement.

C. Accident Reporting:

Follow OSHA requirements

D. First Aid:

Fully stalked first aid kit shall be on the roof in the work area.

E. Personal Protective Equipment (PPE):

All roof technicians shall wear all PPE as required for the job they are performing.

F. Fire Protection:

Furnish fully charged inspected and tagged fire extinguishers, minimum 20lb., type A,B,C in quantities as specified.

V. Warranty

A. Contractor Warranty: Two year, on form in Section 01 78 36

B. Manufacturer Warranty: 15-year no dollar limit (NDL) labor and material warranty.

C. Accessory Manufacturer's Warranty

- 25-year minimum warranty for Kynar 500/Hylar 5000 metal finish.

VI. Code Compliance:

If the roof is installed as specified it will meet the building code.

VII. Quality Assurance by Roof System Manufacturer

Membrane Manufacturer's Technical Representative, who shall be a full-time employee of the membrane Manufacturer, shall provide on-site training and quality assurance in conjunction with the beginning of membrane installation.

VIII. Quality Assurance by Induction Fastening System Manufacturer

All reports and other correspondence associated with the site visit shall be provided to the Contractor and Consultant within three business days of the visit.

The Technical Representative(s) shall coordinate all site visits with the Contractor and Owner's Representative a minimum of three days in-advance.

Induction Fastening System Manufacturer's Technical Representative, who shall be a full-time employee of the Manufacturer, shall provide on-site training and quality assurance in conjunction with the beginning of insulation attachment and membrane installation. The Manufacturer's Technical Representative shall then visit the site to provide quality assurance and follow-up training a minimum of every two weeks thereafter.

During each visit, the Manufacturer's Technical Representative shall check all work installed since the last visit, mark all defects for repair, and provide a written site visitation report listing any deficient work requiring correction by the Contractor.

IX. Review of Work

A. Summary of Work

1. Demolition/Roof preparation:

- Water test all drains to ensure proper operation prior to beginning work.
- At metal deck areas, tear off existing single-ply membrane and underlying gypsum board.
- Tear off existing roof insulation to the polyethylene sheeting at wet or damaged insulation areas. Include 10,000 square feet of 2.0" polyisocyanurate insulation in the bid. Include 10,000 square feet of 1/4" per foot tapered polyisocyanurate insulation, minimum thickness 1/2" to 1 1/2" and 1 1/2" to 2 1/2" in equal numbers. For anything additional, or if less is needed, provide unit cost so adjustments can be made.
- At concrete deck areas, tear off existing roof system to the concrete deck. Save 5/8" existing gypsum board and dry undamaged tapered polyisocyanurate insulation system for reuse.
- Remove fasteners at existing membrane, insulation, carpentry, flashing terminations, and sheet metal components by backing out, whenever possible.
- Tear off all base flashings. Prepare all substrates as required by the Manufacturer of the replacement flashings.

2. Deck Replacement:

- Replace deteriorated decking as specified. Perform this work on a unit cost basis.
- Clean, wire brush, and prime paint surface rusted steel decking encountered during post tear-off inspection of the decking. Perform this work on a unit cost basis.

3. Rough Carpentry:

   - Install replacement wood nailers/plywood where deteriorated components were removed. Perform this work on a unit cost basis.
   - Refasten existing nailers/plywood to building structure as required to meet the specified standards.
   - Install wood nailers as shown on the drawings.
   - Install wood nailers for curb extensions as required for minimum curb height of 8".
   - Install plywood as shown on the drawings.

4. Miscellaneous Insulation

   - Install fiberglass batt insulation in polyethylene saddle at expansion joints.

5. Roof Board Insulation

   - 1/2" DensDeck gypsum board.
   - Polyisocyanurate replacement insulation with coated class facers

6. Induction Welded PVC Thermoplastic Membrane Roofing:

   - Induction welded 60-mil S327 membrane by Sika Saranafil or Johns Manville. All T-seams, automatic welder start/stops, and vertical to horizontal flashing transitions shall be patched (see details).

7. Sheet Metal Flashing and Trim:

   - Follow all details, as well as gauges, in Detail SMS.

8. Plumbing Work:

   - All drains and strainers must be cleaned, primed and painted prior to installing the drain flashings, not after.
   - All broken, missing or plastic drain strainers shall be replaced with cast iron.

9. Quantity Allowances

   The bid and contract price shall include the following stipulated quantity allowances, to be adjusted by unit costs proposed by the Contractor at the time of bidding.

   a. Tear off existing wet or damaged 1/4" per foot tapered insulation (1/2" to 1 1/2" panels). 5,000 Square Feet

   b. Tear off and replace existing wet or damaged 1/4" per foot tapered insulation (1 1/2" to 2 1/2" panels). 5,000 Square Feet

c. Tear off and replace existing wet or damaged 2" polyisocyanurate insulation. 10,000 Square Feet

10. Ensure roof is watertight at night/temporary tie-offs.

11. Review General and Keyed Notes on the roof plan.

12. The existing roof system is as follows:

- Mechanically attached single-ply membrane
- 1/4" gypsum board
- 1/4" per foot tapered polyisocyanurate insulation system, mechanically attached
- Polyethylene sheeting
- 5/8" gypsum board
- Painted steel deck on Section A and concrete deck on Section B.

Performed a rooftop visit and discussed various requirements.

If there are any questions, concerns or omissions, please contact me at 319.431.6041 or dhenkel@benchmark-inc.com.

Respectfully submitted,

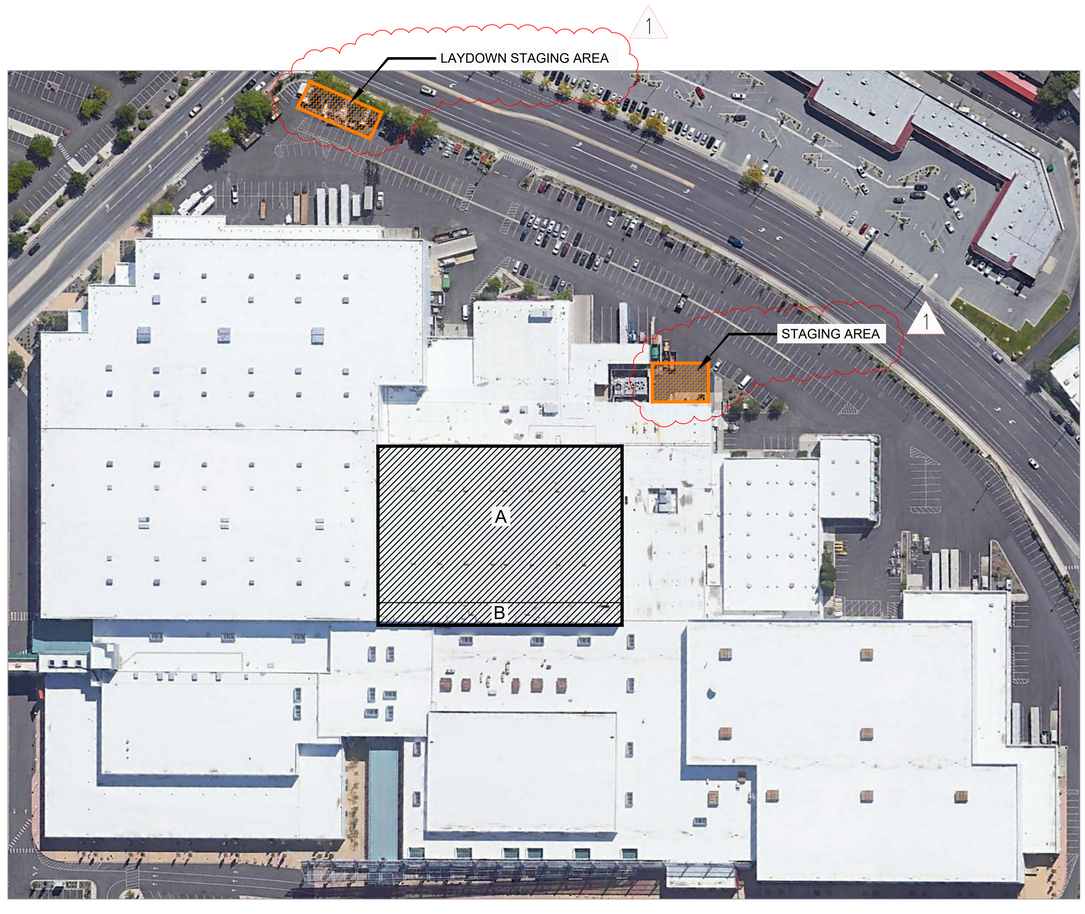
BENCHMARK, INC.

Doug Henkel
Senior Consultant

C: Attendees

RENO-SPARKS CONVENTION AND VISITORS AUTHORITY

2019 ROOF REPLACEMENT
HALL 3 - SECTIONS A AND B
4590 S. VIRGINIA STREET
RENO, NEVADA 89502
PROJECT NO. 19RENRENOR009B



LEGEND:

PROJECT AREA

4 ROOF SECTION

Aerial Image
Scale: NONE

ROOF & PAVEMENT CONSULTANTS

Benchmark INC
CEDAR RAPIDS, IA • WAUKESHA, WI
Phone: 319.393.9100
www.benchmark-inc.com

INDEX OF SHEETS

DRAWING RECORD

REV. NO.	DESCRIPTION	DATE	BY
NA	BID SET	06/10/19	DH/AB
1	ADDED LAYDOWN AND STAGING AREAS	07/17/19	DH/AB

DATE: 06/10/19
DRAWN BY: A. BEAR
MANAGER: D. HENKEL
CHECKED BY: M. WILSON
ENGINEER: J. STEPHAN
PROJ. NO.: 19RENRENOR009B001.dwg

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CLIENT: RENO-SPARKS CC & VISITORS AUTHORITY

PROJECT: RENO-SPARKS CONVENTION CENTER HALL 3
4590 S. VIRGINIA STREET
RENO, NEVADA 89502

DRAWING TITLE: TITLE SHEET

CLIENT PROJECT NUMBER:

SHEET NUMBER: T-1

ORIGINAL SHEET SIZE: 36 x 24

File: C:\temp\AcPublish_8956\19RENRENOR009B001.dwg Time: Jul 17, 2019 - 10:32am