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May 20, 2024

May 16, 2024 - Virtual Meeting Notes

Owner: Belle Glade Housing Authority (BGHA)

Address: 1204 NW Avenue L Terrace
Belle Glade, FL

Property Name: Okeechobee/Osceola Farm Labor Housing Project

Property Location:

Site 1: Okeechobee Center
101 Everglades St. Belle Glade, FL. 33430

Site 2: Osceola Center
1204 NW Ave. L Terrace, Belle Glade, FL. 33430.

MEETING NOTES: Virtual Prebid Conference May 16, 2024
Okeechobee/Osceola Farm Labor Housing - BGHA # 050101

Introductions:

As interested respondents were gathering at 11:00 AM appointed time, Felipe Barsky the Project Manager (PM) acknowledged that due to a few logistical disconnects a few anticipated participants needed to be rerouted to the appropriate Teams Meeting ID and Passcode.

As those participants were given additional time to join in, those present took the time to introduce themselves and acknowledge their team representation.

The meeting was opened at 11:05 AM.

Opening Discussion:

Greg Hyson, Vice President Nelson & Associates, Inc. (Nelson) Opened the discussion with a focus on changes made to the number and scale of units to be included in the first phase of the project. In summary, the revisions from the original notice of this solicitation and brief comparison from the original proposal follows:

	Asbestos Units	Lead Base Paint (LBP)	Mold/Mildew (M/M)
Original	114	44	57
Amended	73	41	56

Staff informed participants that the revised Attachments I and II outlining the full details of the units/buildings will be provided in the format included in the original solicitation which highlights:

- Unit Status Vacant or Uninhabitable.
- Unit Size
- Building Type
- Year Build
- The type of assessment needed Asbestos (All), LBP, M/M air quality.

The revised Attachments I & II will be emailed to participants and the Amendment to the solicitation will be posted on the websites, as well as any other pertinent changes that would have a bearing on proposals.

During follow-up discussions regarding the scope and logistical details, the following questions arose.

Questions:

Q. Timing of the delivery date of proposals: There was a discussion regarding whether proposals could be adequately prepared within the May 31, delivery deadline. For those who spoke the conclusions seemed to be hinged upon the ability for respondents to have access to and sample the unit types and general conditions.

A. The PM informed participants that a date would be set aside early next week to provide access to units for preliminary assessment purposes:

Please note your calendars - the time has been set for:

Tuesday May 21st, 11:00 to 12:30

Q. Will utilities be on during the time of inspection.

A. During the preliminary assessment inspection (next week), utilities will not be turned on.

For the scope assessment – the selected Consultant will work with the PM who will ensure that units are turned on during the scheduled unit evaluations. The schedule for unit evaluations must be coordinated between the PM and Consultant.

Q: Mold Testing: Just so everyone is on the same page, are you requiring Spore Trap Air Samples or Surface Sampling (swab or tape lift) or both types of sampling?

Just pictures or test samples?

A: Of the 56 units that have been classified as uninhabitable due to Mold/Mildew they are listed in that category based on observations made by unlicensed professionals. For those units where the actual presence and conditions are evident and known the consultant should take whatever prudent test, steps, and procedures it deems necessary to support the remediation conclusions and recommendations. In short, because the overall project budget is important and because we are focused on fix vs. find, we are looking for proposals that are geared toward getting to the solution vs. overanalyzing the problem.

Q. Are respondents expected to provide an overall price for this phase or is it expected to be for each unit.

A. It is expected that individual reports with recommendations for remediation will be provided for each unit. It is not expected that there will be one price for each unit by size or type, rather; what work will be required for each unit individually would be most helpful and would be preferred.

Q. Will there be an identification of units/buildings where asbestos sampling is required for the roofs?

A. Yes. The PM will provide a note on the revised attachments that identify each unit/building where roofs will be replaced.

During this discussion the PM referred to the section of the RFP which referred to

- *Respondent should anticipate taking roof core samples of the building roof(s) to determine if asbestos is present. Bider shall sample a minimum of three locations per targeted roof areas to determine if the materials are asbestos containing.*
- *In connection with such sampling above, to the best of its ability, the respondent will provide temporary repairs of the roofing membrane at the locations where destructive core samples are taken. At their discretion, the Owner may retain their own approved roofing contractor to perform cores samples while Proposer is on-site to facilitate restoration according to Owner satisfaction.*

Q. According to this discussion, focus appears to be heavily weighted toward pricing and schedule for completion of the work. Will there be other “Scoring Factors” that will be taken into consideration when evaluating proposals?

Yes. You are correct, pricing is important, and time is of the essence for completion of this task. The resulting reports that will be a product of this solicitation will be an essential ingredient together with the plans, specifications, comprehensive needs assessments and other components of the Scope of Work that is being generated for General Contractor’s and licensed remediations contractors to bid for the overall repair and renovation of the properties. Both money and time will weigh heavily in our evaluation of proposals and should be important ingredients is the establishment of your proposals.

In addition to money and time other factors will weigh heavily into consideration as they do in all BGHA engagements. Such factors include but are not limited to the following as those outlined in the RFP:

- Ability, knowledge, and professional qualifications of the firm and Bonafide team members.
- Approach to the project. The respondent’s presentation as to how they address execution and implementation of the project.
- Pricing.
- Demonstrated ability to meet schedule requirements.
- State/County Certified MBE/WBE and SBE
- Consultants demonstrated Commitment to EO and diversity inclusion.

Q. Will 3 hard copies and 1 electronic version of the proposal be required?

A. Yes.