



## PRE-BID MEETING AGENDA

### Wound Care Clinic

80 Gilmer Street, Atlanta, GA 30303

GHS- Project #2024022

August 21, 2024

#### **Meeting Purpose:**

The purpose of today's 11:00 am meeting at Correll Pavilion - 80 Gilmer Street is:

To allow you to visit the project location and review existing conditions to assist you in bidding.

To review the IFB and Proposal Requirements.

To answer any proposal requirement questions with GHS project team.

#### **I Project Team Introductions:**

GHS Strategic Projects, Director

Stephen Smith: (M) 916-803-1001  
(email) [scsmith@gmh.edu](mailto:scsmith@gmh.edu)

Owner's Representative, Hammes Healthcare Project Executive

Jessica Schechter (M) 305-219-2701  
(email) [jschechter@hammes.com](mailto:jschechter@hammes.com)

GHS Diverse Business Affairs & Economic Inclusion, Director

Crystal King: (V) 404-616-4507  
(email) [caking@gmh.edu](mailto:caking@gmh.edu)

#### **A/E Team :**

Architect: Hellmuth, Obata & Kassabaum (HOK), Principal

Karen Freeman (V) 678-954-8842  
(email) [karen.freeman@hok.com](mailto:karen.freeman@hok.com)

Architect: Hellmuth, Obata & Kassabaum (HOK), Project Architect

Cortney Graham Whorley (V) 678-954-8822  
(email) [cortney.whorley@hok.com](mailto:cortney.whorley@hok.com)

#### **II Project Overview:**

The Wound Care Clinic project includes an interior build out of existing 3,500 square foot shell space as HOK drawings dated August 7, 2024. Build out includes reception area, 2 offices, 6 exam rooms, 2 hyperbaric chambers, nurse station, 2 restrooms, soiled and clean utility, dressing room and staff lounge. Shell space has no utilities and dirt floors.

#### **III Proposal Requirements Overview (see IFB in Project Manual Volume 1):**



- Bids in the form of email and printed originals are due:  
**No later than 3:00 pm Wednesday, September 4, 2024**  
All original bids are to be delivered to Room 328 in Piedmont Hall 22 Piedmont Rd, SE, Atlanta Ga 30303. **Faxes WILL NOT BE ACCEPTED.**
- The Supplier Diversity Goal for this Project is 30%
- Bid, Payment and Labor & Material Bonds are not required.
- Voluntary Alternates: We value your expertise and encourage you to submit voluntary alternates with your proposals.
- Only prequalified firms: Cork Howard, FS360, SG Contracting, and WebMeyers are authorized to bid on these projects.
- You must also be fully registered with Vendormate to submit a bid. Please reference Grady website <http://gradyhealth.org/suppliers> for additional information.

**IV Site Logistics, Material Handling, Life Safety & Field Mobilization Issues:**

- See the Contractor Work and Permit Requirements in Project Manual Volume 2 & 4.
- ICRA and ILSM implementation required.
- Badging may be required. Medical Screening may be required.
- Schedule utility shutdowns with GHS- Owner's Representative.
- Material Handling, Site Access and Work Hours: Provide a site utilization and material handling plan for approval by GHS- Owner's Representative. See GHS Project Manual Vol.1 Section 01010- Summary of the Work, Paragraph 1.5 & Section 01310 – Schedule and Work Sequence, Paragraph 1.3 and associated Floor Plan.
- Contractor to always comply with strict clean-up requirements.
- Parking: Contractor will be required to park within Landlord designated areas.

**V Future Site Visit Schedule:**

- All contractors are to be prepared to perform required field investigations.
- Contractors will have access to the project site with 24-hour prior notice. General Contractors will accompany subcontractors for any site visit. Contact Grady's Owner's Representative to schedule access to site. **DO NOT ARRIVE UNANNOUNCED AND EXPECT ACCESS.**

**VI Document clarifications and questions :**

- Direct all questions (RFI's) in writing (via e-mail) directly to:  
Jessica Schechter and Jake Thompson with a copy to Stephen Smith, Karen Freeman and Cortney Graham Whorley.
- No verbal questions will be answered. Only properly submitted questions from General Contractors will be answered - all subcontractors, vendors, and material suppliers **MUST** forward their questions through one of the General Contractors. Answers will be issued as an addendum.
- **All Clarification requests and questions must be submitted no later than 5:00 PM on Wednesday 8/28/2024.**