Summary of September 28, 2020 Pre-Bid Meeting at project site as follows:

1. Project Team Introduction
   a. Monmouth County Park System - Joe Sardonia Owner’s main point of contact through bidding phase
   b. Epic Management, Inc. - Brian Moore CM’s daily point of contact during construction
   c. Netta Architects – Ben Videna A/E’s main point of contact throughout all phases
   d. Environmental Tactics, Inc. - Tom Geiger environmental consultant for the project
   e. EL&P Inc. – Wayne Ingram main point of contact for septic field construction

2. Project Scope
   a. A/E provided general description of architectural, MEP & FP and site scope of work as currently depicted in the bid documents
   b. Hard copy of current set of construction plans and specifications were available for on-site reference for prospective bidders
   c. MCPS confirmed the following abatement / demo / salvage scope:
      - MCPS to prune and or relocate existing vegetation as required to facilitate GC work
      - GC to disassemble, catalog and store in on-site location to be designated by MCPS existing golf lockers as required for re-use at other offsite locations
      - Removal of all FF&E / Contents from clubhouse in process and to be completed prior to start of general construction
      - VAT abatement will require no DCA permitting
      - Lead paint shall be handled in compliance with applicable OSHA regulations
   d. Site-work and Utilities Clarifications:
      - Removal of existing 2000 gallon above ground oil tank and associated permit application with Colts Neck Building Department will be added to GC scope of work
      - GC to coordinate use of existing site utilities during construction with MCPS
      - GC to perform proposed utility work during the month of January without draining lined pond
   e. Building systems
      - GC to coordinate shut-down / disturbance of existing basement utilities – since other property building/services are feed from Club House Building

3. Bid Document Requirements / Submissions for the following must be made in accordance with bid documents to prevent possible disqualification of bid:
   a. Contractor Qualifications
   b. PLA
   c. Sub Contractor Qualifications
   d. Bidders Check List
   e. Submit bid in Triplicate
   f. Alternates
g. Unit Prices
h. Allowances
i. Bidder questions to be submitted to the Owner in writing by Thursday Oct. 01, 2020 for incorporation into Addendum #1
j. Bids are due Thursday, October 15, 2020 at 10 AM - **NO EXCEPTIONS PER MCPS PROTOCOL**

4. **Following Site Logistics Requirements** are to be coordinated, sequenced and maintained as required for full uninterrupted golf operations for the duration of the project with the exception of periods between 12/31 through 2/28
   a. Utility upgrades and relocations
   b. Construction fence and trailers
   c. Storage of salvaged items
   d. Protection of landscaping scheduled to remain
   e. Temporary Utilities by Owner
   f. MCPS afterhours access through any fenced enclosure

5. **Construction Code and Quality Inspections**
   a. Freehold Soil Conservation District - Completed
   b. Construction Permit Application – Building Dept. review completed and will be released upon submission of subcontractor UCC Permit
   c. Septic Field TWA issuance expected prior to construction start
   d. GC to coordinate any Material Testing and Inspections per Bid Docs (by Owner) through Epic

6. **Schedule**
   a. Bidding milestone dates included in bid documents were reconfirmed
   b. Contract milestone dates included in bid documents were reconfirmed

7. **Quality Assurance - Netta & Epic**
   1. Intent to match quality and character of original design
   2. Contractor’s quality assurance responsibilities
   3. Mockups per contract documents