

**PRE-PROPOSAL CONFERENCE
ROOF RECOVER AND SPECIFIED REPLACEMENT
FRIST ART MUSEUM
NASHVILLE, TENNESSEE
OCTOBER 12, 2021**

A Pre-Proposal Meeting was held for the above captioned Project on Tuesday, October 12, 2021 at 3:00 PM Local Time. See attached List of Attendees. The following items were discussed:

1. Introductions were made.
2. All communications will go through the Owner. Contractor shall email all questions and substitution requests in writing to Hans Schmitt-Matzen (hmatzen@fristartmuseum.org) by Friday, October 22, 2021 at 2:00 PM. Plans are to issue Addendum later that day. No changes are binding unless in writing.
3. All relative documents, additional information and addendums will be posted to Frist website.
4. Request for Proposal (RFP) document was briefly discussed.
5. Designer's Plans and Specs contain numerous references to bid and bidder. All references to bid shall be Proposals and to bidder shall be Proposer. The Project will be awarded based on scoring of the Proposals. Number of points and scoring criteria are spelled out in the RFP.
6. Proposals shall be submitted per Request for Proposal no later than Friday, October 29, 2021 at 2:00 PM. Submit Original and seven (7) copies.
7. Proposals shall be organized as indicated in the RFP.
8. A committee has been established to evaluate the Proposals. It is anticipated review of the Proposals will begin the first week of November.
9. Owner hopes to start work when weather permits around March 1, 2022. Contractors shall price work accordingly.
10. Contractors shall fill out outside of Envelope containing the Proposals per Tennessee License and Bidding Requirements.
11. If Roofing Subcontractor is going to be used on this Project, Contractor shall indicate such in their Proposal. If no Roofing Subcontractors are referenced, but it is found Roofing Subcontractor is being used during the Project, the Project will be shut down until Contractor's own workforces are put on the Project. Contract Time will continue to run.
12. If Contractor uses a Roofing Subcontractor, Contractor shall have a superintendent on site at all times any work is being performed.
13. Contractor shall adhere to all OSHA and TOSHA safety requirements. Owner and Designer are not responsible for Contractor's safety.
14. The Contractor shall provide Builder's Risk Insurance in the amount of 100% of the Contract Sum. 100% Performance and Payment Bonds will be required. Specs require successful Contractor to have a total of \$10,000,000 of Liability Insurance.
15. Buildings shall be protected as required during all phases of Project. Contractor shall be responsible for repair of buildings/grounds damaged during Project.

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16. Contractors were reminded about the conduct of their employees around building occupants. Inappropriate behavior will not be tolerated.
17. Contractor shall install orange barricade fencing around all staging areas and stored material as required to keep building occupants out of areas. A pre-engineered stair tower with 10' tall plywood walls at base with razor wire and lockable gate shall be provided. Stair tower will be located on west side of building.
18. Building Permit shall be obtained by Contractor as required by local officials.
19. Contractor shall include a \$30,000 Allowance for any unforeseen conditions in Proposal. Allowance shall only be used after approval from Owner and Designer. Any unused portion of Allowance will be returned to the Owner as a Change Order credit.
20. Unit Prices are shown on Plans/Specs and shall be included in Base Bid. Unused quantities will be returned to Owner via Change Order. Additional quantities will be paid at Unit Price amount.
21. Contractor shall not haul demolition debris over new roof.
22. Contractor will not be assessed liquidated damages if actively pursuing the job. The Owner desires quality work completed as soon as possible.
23. Designer stressed a quality roof installation. Not all Contractors are familiar with Designer's Plans which are very detailed. Regarding observation of the Project, the Designer is tough, but fair. Contractor will be expected to follow the Plans. Non-compliance will not be accepted.
24. Plans include enhancements that go beyond Manufacturer's requirements. Contractor shall include unless it voids Warranty.
25. Contractor shall pay attention to details regarding seal of perimeter and penetrations. This is critical with venting roof system.
26. Add Alternate 1 is to install Owner-provided 36 mil white Fibertite logo on north Penthouse Roof. Owner will place logo on roof. Add Alternate price shall be shown in addition to the Base Bid and not a cumulative number.
27. Contractors inquired about the size of the logo. Logo will be approximately 87'x10'. Owner will provide detailed layout to Contractors to assist with pricing linear feet of sheet welding.
28. Manufacturer's shrink wrap on insulation alone is acceptable during transit to site. Contractor shall reject any insulation with damaged shrink wrap. Once on site, insulation shall be covered with 6 mil poly and breathable tarps per Specifications.
29. Gutters shall be rolled continuous in 35' maximum lengths and be continuous between expansion joints.
30. New venting roof system shall be designed and stamped by a Licensed Tennessee Engineer.

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31. Contractor shall provide and install new furring and 3/4" plywood at locations shown on Plans.
32. Plans were briefly discussed.
33. Main roof level with concrete deck will be venting roof system over existing roof. Northwest, Northeast and Southeast penthouse roofs will be torn off to the vapor barrier and replaced with a new adhered roof system. On other roof sections with metal decks, new mechanically attached roof system will be installed over existing roof.
34. Since lead times are close to one year for isocyanurate insulation, new and replacement insulation will be XPS. Contractor shall use XPS insulation that can be attached and is compatible with foam adhesive.
35. Contractor shall remove all wet insulation at locations shown on Plans. Designer recommends starting in center of depicted wet area and removing all wet insulation until dry materials are found.
36. Existing roof and insulation will be removed as required to seal all perimeters and penetrations and to cap two abandoned roof drains. Existing cant and roof will have to be removed as required to install new termination bar. Work at roof drains shall be coordinated in advance with the Owner. Roof has been patched at two drain locations.
37. Fibertite is basis of design for roof system. Qorbo is the basis of design for the venting roof system. All other Manufacturers shall meet the criteria listed in the Specifications and shall be approved by the Designer before Proposals are submitted. Membrane and flashing color shall be slate gray.
38. Fibertite estimates 14 weeks to receive materials and recommended material be ordered as soon as contract is executed.
39. Edge metal and coping will be thru-fastened at locations shown on Plans.
40. Plans refer to Kynar 500 clad metal. Contractors pointed out clad metal does not have a Kynar 500 finish. All clad metal shall be prefinished. All colors will be selected by Owner.
41. Contractors questioned if a background check would be required for employees that would not be inside the building. This is an Owner requirement and cannot be waived. Owner will provide a list of items the Background check is looking for.
42. Contractors will be allowed to access low roofs with a ladder. Owner opens gates around courtyard on south side between 7:00 AM and 7:00 PM.
43. It is anticipated a lift will be required to access four "Eagles Nests" on north side of building. EPDM will be installed in these locations.
44. Owner desires down-time of security cameras to be minimal. Owner will assist in removal and reinstallation of cameras. All camera work shall be scheduled in advance with Owner.

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45. Several details on south canopy roof involve reworking angled cable braces, reworking bottom of louvers to achieve better flashing height and installing new reglet-mounted counterflashing in existing mortar joint at fluted stone walls. Owner will post photos of these areas on website.
46. Contractors were allowed to walk the roof.
47. Landings, stairs and ladders will be removed and replaced by others. Banner supports at northwest and northeast corners will be relocated to new steel frames on roof. Contractor shall coordinate work with Owner and steel fabricator and flash all related penetrations shown on New Roof Plan.
48. Contractors may schedule another site visit with Hans Schmitt-Matzen at 615-804-7414 with one-to-two days notice.

Meeting was adjourned.

Attachments: List of Attendees

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TUESDAY, OCTOBER 12, 2021 @ 3:00 PM LOCAL TIME

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SIGN IN SHEET (PLEASE PRINT)

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Pre-Proposal Conference - Roof Recover and Specified Replacement - Frist Art Museum
Nashville, TN - Tuesday, October 12 2021 - 3:00 pm CDT

Name	Company	Phone	Fax	Email	Mobile Phone
Jason Rinks	Richard C. Rinks & Assoc.	931-528-5543	931-528-5544	jason@rinks-consulting.com	931-260-1722
Patrick Rinks	Richard C. Rinks & Assoc.	931-528-5543	931-528-5544	patrick@rinks-consulting.com	931-260-7612
Jose Galoia	Rackley Roofing	615-281-2595		danny.goodman@rackleyroofing.com	
Keith Stiles	Maxwell Roofing	615-405-3563		keith@maxwellroofing.com	615-405-3563
Jerry Collier	Collier Roofing	615226-2844		jerry@collierroofing.com	
Todd Hyams	Fibertite - Roof Membrane	931-206-8164		thyams@seamancorp.com	931-206-8164
Walter Addison	Qorbo Enterprises - Wind Vents	404-797-7032		walter.addison@qorboenterprises.com	404-797-7032
Justin Wheatley	RSS Nashville	615-350-6200		jwheatley@rssnashville.com	615-513-7981
Paul Stigamier	Southern Roofing Company	615-788-6788		pstigamier@srctn.com	615-788-6788
Mike Martin	Midsouth Construction	615-598-5105		mike@midsouthconstruction.net	615-864-6350
Kenny Morgan	Midsouth Construction	615-598-5105		kenny@midsouthconstruction.net	615-598-5105
Ron Cosentino	Metro Development & Housing Agency	615-557-4971		rcosentino@nashville-mdha.org	
Hans Schmitt-Matzen	Frist Art Museum	615-804-7414		hmatzen@fristartmuseum.org	
Marcell Jones	Frist Art Museum	615-533-2263		mjones@fristartmuseum.org	
Carolyn Hannan	Frist Art Museum	615-744-3343		channan@fristartmuseum.org	