

Contractor Site Visit re: Minturn Fitness Center

July 24, 2013

Attendees:

Jim White, Town Manager ([manager@minturn.org](mailto:manager@minturn.org)) ; Jack Snow RKD Architects ([snow@rkdarch.com](mailto:snow@rkdarch.com)) ; Todd Goulding, Evans/Chafee Construction Group ([tgoulding@evanschaffee.com](mailto:tgoulding@evanschaffee.com)) ; Scott Ashburn, Viele & Company/Viele Construction [scott@vieleconstruction.com](mailto:scott@vieleconstruction.com)

We met on site of the future Minturn Fitness Center at Maloit Park and took a cursory look at the site. Then discussion ensued about the RFP process and elements. Fees and general conditions was identified as the type of arrangement planned.

The specific metal roof materials will be provided by RKD Architects based on what was approved specifically by the Planning and Zoning Commission. Additionally, RKD will provide the topographic study with whatever information has been documented on the utilities ie sewer, water, electric, and communications. Further information was requested on the subsurface soils. RKD will reaffirm to the contractors that they will need to use the assumptions stated by the structural engineer and comply with his note to provide an "open hole" study once construction has begun.

Regarding assumptions in setting prices, contractors agreed to stipulate their assumptions.

Insurance requirements will be verified by the Town of Minturn, following Town standards.

Builder's Risk insurance discussed with pricing to come from the contractors. This will be done as an add alternate.

Tap fees will be determined and may be waived by the Town.

One (1) hard copy and one ( 1) electronic copy of the proposals are due on Friday, August 2, 2013 by 12 noon.

Construction is targeted to start on August 19, 2013. We discussed a realistic building construction timetable of approximately ten (10)-twelve (12) months.

Interviews for prospective proposals are currently scheduled on August 5 and August 6, 2013.