

ATTACHMENT 1
PRE BID NOTES AND SIGN IN SHEET

**JOHNSON COUNTY CONSERVATION BOARD
F.W. KENT PARK SHOWER HOUSE
PRE-BID MEETING AGENDA**

PROJECT: F.W. Kent Park Shower House

OWNER: JOHNSON COUNTY CONSERVATION BOARD

MEETING DATE: January 28, 2026

TIME: 10:00 AM

MEETING LOCATION: Kent Park Conservation Education Center
2048 US-6 NW
Oxford, IA 52322

ITEMS:

1. Introductions

1. Client: JCCB staff in attendance
2. Shive-Hattery: S-H staff in attendance
3. Attendees: Please sign the sign-in sheet

2. Project Background

1. The shower house reconstruction project has been a long time in the making with various projects being undertaken over the years to remove the old shower house and make site improvement to support this project. In Connolly Construction completed a utility package that included some site grading, sanitary sewer, water main, geothermal loops and solar work to support the shower house. This was complete in Fall 2024.
2. After completion of this work, the county has elected to downsize and value engineer the original structure and site, opting for a smaller shower house of pre-fabricated concrete construction. This has led to some changes in the design and how some of the previously installed work can still be utilized without drastic changes.

3. Project Scope:

1. The engineer's opinion of probable cost is approximately \$2.4 Million.
2. Foundations for the pre-fabricated structure
3. Procurement and installation of the prefabricated concrete structure.
 - a. Shive-Hattery and Johnson County have worked with Huffcutt Concrete out of Wisconsin during the design phase to provide a structure that meets the intent of the project and their structural constraints.
 - b. Huffcutt provide the structure, freight, and installation of the building on the slab after underground work is laid by the general contractor and will provide detailed drawings to the contractor and engineer during the submittal process. Much of the mechanical fixture, electrical fixtures, and other items will come pre-installed from Huffcutt. Please coordinate scopes carefully with them.



- c. Lead time will be a factor, so the selected contractor will need to make the order with the building provider quickly after award to meet the proposed schedule.

- d. The contact for Huffcutt is below:

Reed Sorenson, Location Manager

reed.sorensen@huffcutt.com

715-438-6245

Office: 715-723-7446

Chippewa Falls, WI 54729

4. Mechanical

- a. Refer to the mechanical plans and specifications

- i. Geothermal heating and cooling with Heat Pump, loop is installed.
 - 1. Original loop for larger building is now oversized, two headers exist, one will be run to the shower house and another will be extended for future use in a water treatment building.
 - ii. Extend existing water service to building
 - iii. Twin Electric Hot Water Heaters
 - iv. Water Softener Unit
 - 1. Temporary installation until water treatment building is in place.
 - 2. Revisions to drawings to be released with addendum.

b. Electrical

- i. Solar Array on the roof of structure
 - ii. Generator Switch Gear
 - iii. Controls: Woodman Controls
 - 1. Will be contracted by the County but will require coordination with the contractor

c. Site

- i. General paving and sidewalks
 - ii. Minor Grading
 - iii. Trench drain system
 - iv. Biocells
 - v. Sanitary Connections
 - vi. Water Connection
 - vii. Geothermal Connection
 - viii. Storm Pipes
 - 1. 340 LF of 8 inch HDPE and three Nyloplast basins located on site for use by the contractor.

- d. Staging area, and temporary facilities and controls. Coordinate with the county.

4. Substitute Products

1. Contractor, supplier, or manufacturer providing products other than the basis of design shall bear cost of required modifications to spaces, services, utilities, and other features as result of accepting substitute products, including but not limited to:
 - a. Larger capacity mechanical or electrical service, devices or utilities resulting from acceptance of product for bidding purposes.
 - b. Modification to pipes, conduits, ducts, and controls for conveying, distributing, and controlling those services or utilities.
 - c. Modification to insulation, wrappings, coatings, or other integral features of lines or items conveying those lines.
 - d. Design fees associated with changes.
 - e. Submit any Product Substitutions no later **2:00 PM on February 4, 2025**. Email them to CCorrell@shive-hattery.com.

5. Documents

- a. Plans and Specifications dated 01-21-2026
- b. Addendum(s) to be issued as needed. Last addendum to be issued no later than February 10, 2026 by 3:00 PM. One addendum with Q&A and plan changes is planned for issuance on Friday February 30 by 5 PM.
- c. Review of questions to date

6. Bid Submission

1. Date: February 12, 2026
2. Time: 3:00 PM
3. Location: FW Kent Park – Conservation Headquarters and Maintenance Facility, 2048 Highway 6 NW, Oxford, IA 52322
4. Faxed or telephonic bids will not be accepted.

7. Contract Bidding Requirements

1. Addendum will be issued: On or before February 12, 2026
2. Addenda acknowledgement: Must acknowledge all addenda on bid form.

8. Construction Duration

1. Submittals may start as soon as the contract is awarded.
2. The work must commence as soon as practical, ideally immediately after contract is awarded in March.
3. The work must be substantially complete on June 19, 2026.
4. The work must reach final completion by July 2, 2026.

9. Project Communication

1. Use of Newforma for submittals/RFIs/change order requests.
2. Christina Correll is serving as the Project Coordinator for Shive-Hattery and email correspondence should go directly to her. Christina's email is CCorrell@shive-hattery.com.

I. Tour of Project Area

Questions from contractors

1. Q: Will the slab on grade be insulated?

A: Yes, Shive-Hattery will make a clarification on the under slab insulation on the structural plans. Current detail does not show insulation.

2. Q: Can the county share the general contractor and sub contractors who were on the project last year?

A: Yes. General contractor/Site/Underground/Septic: Connolly Construction; Electric: Biechler Electric; Geothermal/Solar: Rabe Hardware; Landscaping: Culver's Lawn and Landscape.

3. Q: What scope will the pre-cast building provider complete, will they provide the crane?

A: Please coordinate the scope of work directly with the building manufacturer and to meet your preferences. The building provider will be your subcontractor and the general contractor is responsible for providing a complete project. That being said, in general the GC will cover the site work, foundations and utilities prior to the building being delivered and set on the foundation. The building will come complete with a the restroom fixtures and plumbing within the chase generally complete. The GC will need to provide additional plumbing, ducting, etc for the complete project. Work closely with the provider to ensure all items of work are included in your bid.

SHIVEHATTERY

ARCHITECTURE + ENGINEERING

SIGN-IN SHEET

PROJECT NAME: Johnson County Conservation – Kent Park Showerhouse

MEETING DATE: January 28, 2026 at 10:00 AM

PLEASE PRINT OR WRITE LEGIBLY.

NAME & TITLE

Bryan Updike
Superintendent

REPRESENTING w/ Contact Information

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