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## PRE-BID MEETING AGENDA

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PROJECT: York County  
York County Courthouse  
Jail Fire Suppression  
York, Nebraska

MEETING DATE: 07/07/2025

MEETING TIME: 9:00 AM

MEETING LOCATION: York County Courthouse  
Basement Conference Room

DAVIS DESIGN  
PROJECT NO.: 25-0026

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I. Project Overview -

II. Introductions

- A. Design Team
- B. Owner
- C. Sign-in Sheet – Distribute for attendance record, will release via addendum.

III. Bid documents acquisition

- 1. Bid Documents are available via <https://www.yorkcounty.ne.gov/request-for-bids.html>
- B. Contractors shall submit any questions to Davis Design for clarification in writing no less than 10 days before bid date. All clarifications will be documented via Addendums. Questions must include:
  - 1. Name of person submitting question.
  - 2. Name of Business/Company.
- C. Addendums will be posted/delivered via York County's website. Final addendum will be posted no less than 5 days before bids are due.
- D. Bidders are responsible for delivering a bid for the complete scope of work as shown on the contract documents.

IV. Bid Requirements:

- A. Bids due 5:00 P.M. on Monday, July 21, 2025.
- B. Sealed bids must be received by the York County Clerk, Mary Melby, 510 N Lincoln Ave, York Nebraska 68467
- C. Bids shall be opened and publicly read at the next regular meeting of the York County Board of Commissioners on Tuesday, July 22, 2025.
- D. State sales tax and Use tax are not applicable.
- E. Permit Set will need to be submitted by the selected Contractor to State Fire Marshal and City of York.
- F. Contract Type – AIA

V. General Requirements

- A. Payment Procedures – following certification, payment will be sent to board of commissioners.
- B. Temporary Facilities – use of on-site utilities per Project Manual
- C. Core drill all penetrations and fire caulk. Chipping walls is not permitted

- D. Court proceedings will take place throughout the project. Coordinate noise and vibration, such as core drilling, with both county court clerk and district court clerk.
- E. Jail facility occupied throughout construction. At minimum, 2 cells will be released at a time. York County Corrections may allow for additional cells to be released at a time.

VI. Site Conditions

- A. West bay of garage and drive available to contractor
- B. Construction Hours – after 6:00AM and before 10:00 PM

VII. Security and Access Requirements

- A. Worker background checks mandatory for all personnel prior to entering facility.
- B. Controlled Project Area – movement across secure perimeter subject to search.
- C. Contractor to inventory tools, equipment, and cell phones entering secure perimeter daily. Contractor to verify those cell phones and tools are removed each day.
- D. In addition to the inventory at the secure perimeter, Contractor is responsible for recording all tools, equipment, and cell phones that enter and exit each cell block.
- E. Contractor is responsible for ensuring no tools, equipment, or cell phones are left unattended, lost, or forgotten. Loss or misplacement of tools or equipment shall be immediately reported to York County Corrections.
- F. No tobacco products or contraband on grounds.
- G. Personnel shall keep cell phones or any other electronic communication devices on their person. Use of electric communication devices shall be limited to work related tasks. Aside from work related tasks, electric devices shall remain locked.
- H. Providing inmate access to electronic devices is strictly prohibited. Only photographs of work-related locations or items is permitted. Photographing inmates or jail staff is prohibited.
- I. Any inmate instructions or information should be directed to the Correctional staff. Refrain from having conversations with inmates.

VIII. Facility Tour

- A. Sprinkler riser room
- B. Staging area
- C. Jail facility

IX. Questions?