

06 August, 2026
Pre-Bid Minutes



25023 Columbus County Schools Emergency Generator ATS

East Columbus High School
West Columbus High School
South Columbus High School
Edgewood Elementary School
Old Dock Elementary School

- I. Sign In Sheet: Lee Dixon, Ben Burke PE, Stuart Thomas, Kay Stephens, Bishop Williams – Waters Contracting, Juan Diaz – Allegiance Industries, Charles Davidson – Gregory Poole, Brian Sherwood – Bosch Building Technology, John Ashley – Ashley Electric and Silas Graham – MW Electric, Eddie Rucker, Ricky Prince, Cory Hartsfield
- II. Review Bid Date:
 - Revised to August 12, 2026 until 2:00 PM.
 - Location: Bids will be received at Columbus County Commissioners Board Room.
 - Single Prime Bid
 - Performance, Payment Bond and Bid Bond Required.
 - MBE Forms Required.
- III. Project Time:
 - 90 Days
- IV. Scope of Work:
 - See Plans and Specifications.
 - ATS
 - See 0110
 - Contractors are required to visit the site before bid.
 - See Special Conditions 00820.
 - HVAC work has been removed from project
 - Minimize exposed conduit or use wiremold
- V. MBE Requirements
 - Minority participation is encouraged.
 - See MBE Forms in Specs.
- VI. Addendums
 - Addendums will be posted on Architect's website.
www.coastalarchitecture.net
 - Addendum No.1, 2, & 3 issued.
- VII. Questions/Comments
 - Ben Burke, PE mobile #: (919) 618-0717



- Scott Burke office #: (919) 771-1916
- Any working inside to be coordinated W/ owner. Inside work to be outside of school hours.
- See also the attached document for meeting transcript.

VIII. Contractors are encouraged to view the work area

End of Minutes

Columbus County Schools ATS Pre Bid Meeting

Transcript

The Columbus County Schools ATS Pre Bid Meeting discussed the rebid for three schools (East Columbus, South Columbus, and Edgewood) and the first bid for two new schools (West Columbus and Old Dock). The bid date is August 12th at 2 PM. The project scope includes electrical work, terminal cabinets for future generators, and lighting in hallways. Contingency allowances of \$25,000 per school apply. The bid requires performance payment bonds and bid bonds. MBE Forms are required if the bid exceeds \$300,000. Coordination with school schedules is crucial to minimize disruption. Addendums 1, 2, and 3 are available on the website, with addendum 4 expected soon.

Action Items

- [] Confirm with the appropriate Columbus County staff that the commissioner's board room is reserved and available for the August 12, 2:00 PM bid opening and communicate any issues back to the team.
- [] Issue Addendum 4 to clarify that the \$25,000 contingency allowance applies to each individual school and update the struck-through wording in previous addendum accordingly.
- [] Ensure the office phone numbers (including cell numbers) for the design team are included on the addendum so bidders can call with questions.
- [] Review the West Columbus ATS site constraints (courtyard access and temporary generator cable lengths) and revise (if necessary) the electrical design and riser/conduit routing for that site prior to issuing the next addendum.

Outline

Columbus County Schools ATS Pre Bid Meeting Introduction

- Lee Dixon waits for additional participants to join the meeting.
- Lee Dixon introduces himself as the project architect and Ben Burke as the project engineer.
- Participants introduce themselves, including Stuart and Kay from Columbus County, and various subcontractors and suppliers.
- Lee Dixon confirms the attendance of all participants and takes a picture for attendance records.

Project Overview and Bid Details

- Lee Dixon explains the pre-bid meeting for the Columbus County Schools ATS project, a rebid for three schools: East Columbus, South Columbus, and Edgewood.
- Two additional schools, West Columbus and Old Dock, will be considered for the first bid.
- The bid date is set for August 12th at 2 PM in the commissioner's board room.
- Lee Dixon outlines the bid requirements, including the need for all three prime bidders to participate and the inclusion of performance payment bonds and bid bonds.

Scope of Work and Project Details

- Ben Burke describes the scope of work, noting the removal of previous HVAC Design components to simplify the bid and focus on electrical work.
- The project includes providing terminal cabinets for future generators and temporary generators.
- Some schools, such as South and West Columbus, had small Generac generators replaced due to the lack of emergency lights.
- The project involves minimal work inside classrooms, with most work outside, including lighting in hallways and surface mount conduit.

Addendums and Contingency Allowances

- Lee Dixon discusses the addendums available on the website, including addendums 1, 2, and 3, which have been edited to reflect current project conditions.
- An addendum number 4 is expected to be issued later, addressing any questions from the meeting.
- Ben mentions his son Scott, who is available to answer any questions about the drawings and project details.
- Lee Dixon opens the floor for questions, addressing specific queries about contingency allowances and work schedules.

Coordination and Logistics

- Participants discuss the need for coordination with school schedules to minimize disruption during school hours.
- James raises a concern about access to the West Columbus site for mobile generators, which Ben acknowledges and is currently researching.
- Charles Davison from Caterpillar generators provides information on the typical length of mobile generator cables.
- Stuart and Kay express their readiness to move forward with the project, emphasizing the importance of the work for the county.

Meeting Conclusion

- Lee Dixon confirms that there are no further questions and adjourns the meeting.
- Participants are reminded to check the website for updates and addendums.

- The meeting ends with Lee Dixon thanking everyone and expressing his appreciation for their participation.
- All Contractors should visit the sites prior to submitting a bid