



CITY OF DURHAM

Department of Public Works
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www.durhamnc.gov

Date: February 14, 2017

To: Prospective Bidders

Subject: Addendum One: Pre-Bid Meeting Minutes

Project: 2017 Speed Humps (ST-284)

A Pre-Bid meeting was conducted on February 14, 2017 for the 2017 Speed Humps (ST-284). This addendum is to address the minutes from the pre-bid meeting and address any questions or issues that were raised by perspective bidders. The attendance sheet is attached below.

The minutes from the meeting were as follows:

- Attendance Introduction and Sign in (**See attendance sheet**)
- Project Manager – Allison Molleson
- Schedule
 - Questions Submitted 7 days before bid opening (**February 22**)
 - Bid Opening – March 1, 2017
 - Anticipated NTP – May 2017
 - Anticipated Completion – June 2017
- 30 Days from NTP to complete the project
- The following items SHALL be included in the bid:
 - Complete Bid Form
 - Non Collusion Affidavit
 - Bid Bond Forms
 - E-101
 - E-104
- Rejection Reasons – Bid Bond, E-101, E-104, Late
- UBE Goals – Sidney Anderson is EOE contact
 - Goals
 - MUBE – 0%
 - WUBE – 0%
 - Forms required in Appendix A
 - E-101
 - E-104
- Project Details:
 - 11 Speed Humps
 - Sanderson Dr. (3)
 - Winston Rd. (5)
 - E. Ellerbee St. (3)

- No patching should be required.
- New detail within the last few years
 - Speed hump ends 6" from end of pavement (**see Appendix K in project manual**)
- City Inspection
 - **Inspector will be Gordon Branch or Wade Tong**
 - **You are required to email EI Request 24 hours prior to work to ensure the inspector will be on site.**
- Coordination with Transportation Department
 - **Coordination when work will be completed with the transportation department to ensure signing and striping occur within the appropriate time frame.**
- Questions?

The questions asked during the meeting are as follows:

Will we be allowed to close the street?

No. You will be expected to work under traffic (ie: construct one side of the speed hump at a time). However, the work may be completed in a neighborhood with an easy detour route. If this is the case, it will be up to the City inspector to determine if a detour is acceptable.

Will bids be read out loud?

Yes. If a bid is received, it will be read out loud during the bid opening.

Sincerely,

Allison M. Molleson, EIT

Engineer-Contracting Services

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