



March 7, 2018

**To:** Perspective Respondents

**Subject:** Addendum Two: Pre-Proposal Meeting Minutes/Questions

**Project:** CEI for NC 751 NC 54 Sidewalk from Dresden Dr to Garrett Rd (U-4726HJ/SW-30)

A Pre-proposal meeting was conducted on February 28, 2018 for CEI for NC 751 NC 54 sidewalk from Dresden Dr to Garrett Rd (U-4726HJ/SW-30). This addendum is to address the minutes from the pre-proposal meeting and any questions or issues that were raised by perspective attendees.

- Attendance Introduction and Sign In
- Project Manager – **David Cates** (Clint Blackburn), EOEA Eric Miller
- RFLOI Schedule:
  - Questions Due – 4:00 PM March 6
  - Final Addendum – 5:00 PM March 12
  - Submittals Due – 4:00 PM March 15
  - Shortlist Announced (3) – March 29
  - Interviews – Week of April 12
  - Anticipated Council work session – Thursday June 7<sup>th</sup> (attendance is highly encouraged)
  - Anticipated City Council Approval – Monday June 18<sup>th</sup>
  - Firm selection and notification – June 19<sup>th</sup>
  - Notice to Proceed – August 2018
- Construction Schedule
  - Construction Bid – June 2018
  - Construction Begin – August 2018
- NCDOT pre-qualification is required
- Be sure to closely follow submission format, organization and information requirements
- Per NCDOT guidance have to be on-site at all times
- Since this is a Federal project administered by NCDOT be aware of documentation req'd (city pays first and asks for reimbursement so documentation is key)
- No City UBE Requirements
- ~~NCDOT 1% DBE Requirements only (RS-2 forms)~~
- Questions?
  - What is the construction budget?
    - We are not sharing that information until we receive bids.
  - What is the CEI budget?
    - We are not sharing that information at this time.

- When is Notice to Proceed?
  - At this time notice to proceed is scheduled for August 2018 but it's likely to slip to September or even October; however, this contract is for 150 days and the construction contract is for 90 days.
- What is PDRX?
  - PDRX is a web based program that is used by ourselves, contractors, inspectors and consultants to submit/review and approve daily reports, quantities and other information associated with city projects.
- Is PDRX daily report sufficient for NCDOT?
  - This question has been posed to NCDOT and will be confirmed at a later date.
- Will City provide access to PDRX?
  - Yes
- Who do we deal with at NCDOT?
  - Jennifer Evans, Boyd Tharrington, Sheila Gibbs

Additional information:

- Stressed the important to the city regarding rules, regulations and documentation required to help ensure that the city is able to be reimbursed as much as possible.
- Eric Miller with the City's EOEA Division discussed how there are no goals for this project but they may request information in order to provide workforce statistics for the council meeting.
- Discussed how important traffic control will be on this project.
- There will be no night or Sunday work on this project.
- There is a lot of extra work around the gas station.

Sincerely,



David Cates, PE  
Project Manager (Public Works Department)