



PRE-BID MEETING MINUTES

CONTRACT: SD-2012-03

PROJECT: WEST KNOX STREET CULVERT STABILIZATION

Date: July 9, 2012

Time: 2:00 PM

Location: City of Durham, Public Works Conference Room, Third Floor

Attendees: (see attached attendees list)

1. Attendees were asked to include their contact information on the meeting sign-in sheet. A meeting agenda (attached) was distributed to all attendees.
2. Contract information includes: Project Manual, appendices, construction Drawing, and a blank Excel unit price work form. Please see the project web page (<http://durhamnc.gov/ich/op/pwd/consproj/Pages/SD-2012-03.aspx>) for all bidding information including future addenda and requests for information. A list of the Project Manual holders is regularly updated and placed on the project web page.
3. The project involves the furnishing of all materials, labor, equipment, tools, etc. unless otherwise specified, for the complete stabilization of the West Knox Street culvert by means of void filling and soil stabilization using a high density polyurethane system.
4. The Project Site is primarily located in City of Durham right-of-way where South Ellerbe Creek and West Knox Street cross. A small portion of the project is located on private property (see construction Drawing).
5. The Engineer for the Project is the Department of Public Works; Dana Hornkohl is the Engineer's project manager, (919) 560-4326, ext. 30246, Dana.Hornkohl@DurhamNC.gov.
6. The City is securing rights-of-entry to perform the work on private property. The rights-of-entry should be in place in time for the commencement of construction.
7. Construction limits are shown on the construction Drawing. Traffic control (vehicular and pedestrian) shall be the responsibility of the Contractor.
8. Additional work of a similar nature and similar unit items (up to 50%) may be included in this Contract (see section C-700, paragraph 10.01.C of the Project Manual).
9. Vincent Wingate with the Department of Equal Opportunity and Equity Assurance (EO/EA), (919) 560-4180, ext. 17241, is here to address any questions or concerns related to Small Disadvantaged Business Enterprise (SDBE) requirements for bidding.
 - a. Minority SDBE participation goal is 0%, women SDBE participation goal is 0%.
 - b. Bidders must be prequalified with EO/EA or the other entities recognized by EO/EA; completed forms shall be submitted by Thursday, July 19, 2012. If you have any questions concerning prequalification you may contact Angela Henderson at (919) 560-4180, ext. 17244.
 - c. There are no SDBE goals for this Project; a list of SDBE firms is not included in the Project Manual.
 - d. The Successful Bidder will be required to submit additional information concerning Subcontractors.
 - e. All prequalification applications will be reviewed prior to the Bid Opening. All forms needed for prequalification are included in the Project Manual appendices and the EO/EA web site (http://durhamnc.gov/ich/as/eoea/Documents/equal_prequal_app.pdf).

- f. An addendum will direct bidders to submit E-101 forms or Procurement forms with their bid.
10. The Project currently involves 5 unit price work items. Beside each item on the Unit Price Work Form the standard reference is included. Out of the 5 items, 3 are described in section 30 12 00, Soil and Structure Stabilization with Polyurethane Material. The Engineer briefly reviewed the unit price work items.
 - a. Void Fill, Soil and Structure Stabilization, Section 30 12 00, lump sum.
 - b. Surface Concrete Repair, Section 30 12 00, lump sum.
 - c. Additional Polyurethane Material, Section 30 12 00, pounds.
 - d. Sheet Pile Retaining Walls, NCDOT Standard Specification 452, square feet.
 - e. Mobilization, NCDOT Standard Specification 800, lump sum.
 - f. Substitute and “or-equal” items may be submitted using the procedure outlined in section 00 21 15, paragraph 1.12. The original deadline for submitting these items has passed. However, the deadline will be extended by an addendum to Thursday, July 19, 2012 at 5:00 PM.
11. It is anticipated that a Notice to Proceed may be issued by September or October of 2012.
12. Contract Times: 25-calendar days to Substantial Completion, 30-calendar days to Final Completion.
13. A blank Excel unit price work form may be found on the project web site for inclusion in Bids. It is the Bidder’s responsibility to ensure all items in the Unit Price Work Form are correct.
14. Contractor shall use Primavera Contract Management and Project Management during the execution of the Contract.
15. In order to receive e-mail notification of any addenda or clarifications, send an e-mail to SSDprojects@durhamnc.gov notifying the City of your intent to bid on this project.
16. Any errors or omissions discovered in the Project Manual or construction Drawings should be brought to the attention of the Engineer and the City in writing.
17. All questions or requests for information must be submitted by 5:00 PM, Thursday, July 19, 2012. No addenda will be issued after Monday, July 23, 2012.
18. Compile Bid packages carefully. Include all of the required items. Submit bid packages prior to the Bid Opening on Thursday, July 26, 2012 at 3:00 PM to be held in this same conference room.

Meeting minutes were prepared by Dana P. Hornkohl on July 12, 2012. Please provide comments and/or additions concerning these minutes by e-mail to Dana.Hornkohl@DurhamNC.gov by close of business, Monday, July 16, 2012.

PRE-BID MEETING ATTENDEES for SD-2012-03, West Knox Street Culvert Stabilization, 07/09/2012, 2:00 PM

FIRM	CONTACT NAME	ADDRESS	PHONE	FAX	E-MAIL
✓ City of Durham	Dana Hornkohl	101 City Hall Plaza Durham NC 27701	919-560-4326 ext. 30246	919-560-4316	Dana.Hornkohl@DurhamNC.gov
✓ McQueen CONST INC	HARVEY McQUEEN	619 Patrick Rd. Bohemia NC 27503	919-6970614	919-4004853	hgmqueen@gmail.com
✓ CES Group Engineers	Dan Gibbs	21 Glenwood Ave Raleigh	919-628- 3024		dgibbs@ces-group.net
✓ TED HARMON Pipe Line Utilities	TED TED HARMON	2204 F Associates Dr Raleigh NC 27605	919-421-6768	919-772-3261	THARMON@PUI-NC.COM
✓ Murray Kartanson Applied Polymerics	→	131 St. James Way Mt. Airy, N.C. 27030	336-479-1822	336-789-5728	MKartanson@appliedpolymerics.com
✓ CITY OF DURHAM	VINCE WINGATE	SUITE C150 302 E. PATTI CREST DURHAM 27701	(919) 560- 4180 X17241		vincent.wingate@durhamnc.gov
✓ URETEK	CHRIS GIBBY	8815 Neville Rd Columbia NC	336-755- 4982		Cgibby@uretekma.com
✓ Uretek	Brian DeSpain	" "	" "	336-416-8573	Bdespain@uretekma.com
✓ Centurion Construction	Clod Green	3301 Glen Royal Rd Raleigh NC 27617	919-787- 0924	919-787 4468	Cgreen@ centurionconstruction.com
✓ CITY OF Durham	FRANK Loudner	101 CITY HALL PLAZA Durham NC 27701	919-560-4326 X-30244	919-560-4316	frank.loudner@durhamnc.gov
✓ City of Durham	Shea Bolick	101 City Hall Plaza Durham, NC 27701	919-560- 4322 ext. 30270	919- 560- 4316	shea.bolick@durhamnc.gov



PRE-BID MEETING AGENDA

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3. Minutes from this meeting will be placed on the project web page.
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5. The Project Site is primarily located in City of Durham right-of-way where South Ellerbe Creek and West Knox Street cross. A small portion of the project is located on private property (see construction Drawing).
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 - c. Since there are no SDBE goals for this Project, a list of SDBE firms is not included in the Project Manual.
 - d. The Successful Bidder will be required to submit additional information concerning Subcontractors.
 - e. All prequalification applications will be reviewed prior to the Bid Opening. All forms needed for prequalification are included in the Project Manual appendices and the EO/EA web site (http://durhamnc.gov/ich/as/eoea/Documents/equal_prequal_app.pdf).
 - f. The E-101 form must be signed and submitted regardless of participation for Bids to be deemed responsive.

- g. HUB certified firms must also be certified with the City of Durham.
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20. Attendee questions.