



August 27, 2018

To: Perspective Respondents

Subject: Addendum One: Pre-Proposal Meeting Minutes/Questions

Project: CEI for University Dr Bike/Ped Project (EB-5513/SW-39)

A Pre-proposal meeting was conducted on August 15, 2018 for CEI for University Drive bike lanes/sidewalk from Old Chapel Hill Rd to W Cornwallis Rd (EB-5514/SW-39). 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**, EOEIA Sidney Anderson
- RFLOI Schedule:
 - Questions Due – August 22nd, 2018
 - Final Addendum – August 27th, 2018
 - Submittals Due – Friday August 31, 2018 @ 4:00 PM
 - Shortlist Announced (3) – September 14th, 2018
 - Interviews – Week of September 28th, 2018
 - Anticipated Council work session – November 20th, 2018 (encouraged attendance)
 - Anticipated City Council Approval – December 3rd, 2018
 - Firm selection and notification – December 4th, 2018
 - Notice to Proceed – Jan/Feb 2019
- Construction Schedule
 - Construction Bid – October 12th, 2018
 - Construction Begin – February/March 2019
- 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, but EOEIA will be requesting workforce statistics for council meeting.
- We are not sharing the construction and CEI budget estimates
- Will be using PDRX (web based program) for entry of daily reports, quantities and any other project related information.
- Our NCDOT contacts at this time are: Raymond Hayes, Sheila Gibbs & Boyd Tharrington
- Our FHWA contact is Tammy Richards

- Questions?
 - Methodology question
 - We are looking to see what methodology you propose to handle project related challenges which could affect scheduling.
 - Has the City learned anything new since the pre-submittal on the timeframe for Duke Power to relocate the poles?
 - Due to grading issues Duke Energy has agreed to work with the grading contractor and relocate the poles during construction
 - Please restate the FHWA liaison for the project?
 - Tammy Richards
 - Will the City require a materials testing lab to be licensed with NCBELs if only the prime consultant is providing the engineering services identified in the RFLOI?
 - They have to be a NCDOT approved lab

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.
- Sidney Anderson with the City's EOE 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 (Form E104 Employee Breakdown).

Sincerely,



David Cates, PE
Project Manager (Public Works Department)