



## PRE-BID CONFERENCE MINUTES

**CONTRACT: SD-2019-01**

**PROJECT: STORMWATER INFRASTRUCTURE REPAIRS**

Date: April 11, 2019  
Time: 10:00 AM  
Location: City of Durham, Public Works Conference Room 3B, Third Floor

1. All attendees were asked to include their contact information on the conference attendee sheet. Minutes of the conference will be distributed to all attendees via e-mail and posted on the Project web page.
2. Contract information includes: Project Manual with appendices, construction drawings, and a blank Excel Unit Price Work form. Please see the Project web page (<http://durhamnc.gov/3834>) for all bidding information including future addenda and requests for information.
3. In order to receive e-mail notification of any addenda or clarifications, send an e-mail to [Greg.Smith@DurhamNC.gov](mailto:Greg.Smith@DurhamNC.gov) notifying the City of your intent to bid on this project.
4. The project involves the furnishing of all materials, labor, equipment, tools, etc. unless otherwise specified, for the complete installation of repairs, rehabilitation, and/or improvement of stormwater drainage systems at nine (9) locations throughout the City of Durham.
5. This project was previously advertised to firms participating in the City's Small Local Business Enterprise (SLBE) program, but is now a formal advertisement open to all.
6. 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).
7. The City of Durham is the Engineer and Owner of the Project.
8. Sidney Anderson with the Department of Equal Opportunity and Equity Assurance (EO/EA), (919) 560-4180, ext. 17245, [Sidney.Anderson@DurhamNC.gov](mailto:Sidney.Anderson@DurhamNC.gov), will explain the Equal Business Opportunity Program (EBOP) requirements for bidding (see section 00 21 15, paragraph 1.13.A of the Project Manual).
  - a. The Underutilized Business Enterprise (UBE) participation goals are 11% for minority UBEs and 7% for women UBEs (see Appendix A).
  - b. Two (2) forms due at bid opening; E101 and E104 (see Appendix B of the Project Manual.)
  - c. 22 counties exist on the HUB listing. You can go outside of that as well. A listing of UBE firms is included in Appendix D of the Project Manual.
  - d. Explanation of the good faith effort.
  - e. Contact Sidney Anderson or Eric Miller at EO/EA office for any assistance.
9. All bidders are required to submit a record of their safety qualifications (see Appendix I of the Project Manual). Please complete the form in its entirety and provide additional information as directed on the form. Failure to provide all of the required information may result in a bid being deemed non-responsive.
10. Pay close attention to the Insurance Requirements (see section 00 52 15, paragraph 1.10.H of the Project Manual). Insurance costs are incidental to the work.
11. 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.
12. The City is securing rights-of-entry and permits to perform the work on private property. The rights-of-entry will be in place in time for the commencement of construction.
13. It is anticipated that a Notice to Proceed (NTP) will be issued in August of 2019. Contractor to mobilize within 10-calendar days from NTP.

- a. Contract Time: Substantial Completion is 335 and Final Completion is 365 calendar days from NTP. Longer timeframe given to provide more opportunity to perform work in waterways during low flow periods.
- 14. Contractor shall use the City’s contract managing program, PDRx, during the execution of the Contract. This software is web based and administered by the City.
- 15. Discussion of Construction Drawings and Unit Price Work items.
  - a. No survey was performed for the projects. The Construction Drawings are based on the information from City’s Geographic Information System Database, GoMaps 4.0 ([http://maps2.roktech.net/durhamnc\\_gomaps4](http://maps2.roktech.net/durhamnc_gomaps4)).
  - b. Sheet No. 1, Cover Sheet: None.
  - c. Sheet No. 2, General Notes: New notes for “Stabilization Requirements” and “Native Grass Seeding and Mulching”.
  - d. Sheet No. 3, Project Sites Map: None.
  - e. Sheet No. 4, Bacon Street Culvert Scour Remediation:
    - i. Line item 26, Sheet Pile Retaining Walls (SF): No geotechnical investigations have been performed on these sites. It is the City’s experience that bedrock will be encountered between 3 to 5 feet beneath streambed.
    - ii. Line item 24 & 25, Class A Concrete (CY) and Reinforcing Steel (LB): Intended for concrete scour apron. See Scour Pad Detail.
    - iii. Line item 15, Reset Existing Rip Rap (SY): Adjacent rip rap around scour hole to be reset as shown.
    - iv. Traditional stormwater infrastructure repairs.
  - f. Sheet No. 5, West Club Boulevard (400) Culvert Scour Remediation:
    - i. Line item 41, 48-inch Fence Reset (LF): Applies to railing depicted on drawing.
    - ii. Line item 42, Flowable Fill (CY): Intended to fill and seal any void created by scour hole.
  - g. Sheet No. 6, Woodcroft Parkway Culvert Scour Remediation:
    - i. Line item 14, Select Materials, Class VII Rip Rap (TN): Note regarding placement and 50/50 mix by weight with Class 2.
  - h. Sheet No. 7, East Lawson Headwall:
    - i. Line item 23, 60-inch R.C. Pipe Culverts: Engineer to determine if condition of existing pipe sections is in acceptable condition for re-use. Planned for time of on-site pre-construction meeting.
    - ii. Line item 27, Reinforced Endwalls (CY): Contractor to field verify dimensions and measurements and submit shop drawings from manufacturer for precast structure. We met with precast manufacturer in field and confirmed that this is achievable and can meet NCDOT specifications.
  - i. Sheet No. 8: South Roxboro Street (5401) Culvert Scour Repair:
    - i. Line item 16, Gravel Construction Entrance (SY): To be used for access on slopes
    - ii. Line item 5, Supplementary Clearing and Grubbing (SY): Removal and satisfactory disposal of all wooded vegetation, debris, grassy vegetative matter, root mat, ball and root, organic content, surface debris.
    - iii. Line item 9, Channel Excavation (CY): To occur after Clearing and Grubbing to restore stream channel to achieve positive flow.
  - j. Sheet No. 9: Horton Road Culvert Debris Removal:
    - ii. Line item 9, Channel Excavation (CY): Restore stream channel to achieve positive flow per plans
    - iii. Line item 18, Seeding and Mulching (SY): Anticipated amount is 150-160 SY.
  - k. Sheet No. 10: South Roxboro Street (2107) Culvert Scour Repair: None
  - l. Sheet No. 11: West Club Boulevard (300): None

- m. Sheet No. 12: Elm Street and Taylor Street Debris Removal: Access to box culverts will be via nearby structures shown on drawing.
- n. Scour Pad Detail: None
- 16. Any errors or omissions discovered in the Project Manual or Construction Drawings should be brought to the attention of the City in writing.
- 17. All questions or requests for information must be submitted by 5:00 PM, Tuesday, April 16, 2019. No addenda will be issued after Thursday, April 18, 2019.
- 18. Compile Bid packages carefully. Include all of the required items. Submit bid packages prior to the Bid Opening on Friday, April 26, 2019, at 11:00 AM to be held in conference room 3B.
- 19. Attendee Questions/Discussions:
  - a. Did anything in scope change?
    - i. No.
  - b. Can UBE goals be combined?
    - i. Goals are separate, 11% MUBE and 7% WUBE.

These minutes were prepared by Greg Smith on April 12, 2019. Please provide comments and/or additions concerning these minute by e-mail to [Greg.Smith@DurhamNC.gov](mailto:Greg.Smith@DurhamNC.gov) by the close of business April 17, 2019.

Pre-Bid Conference Attendance Sheet  
 City of Durham, Public Works Department  
 SD-2019-01: Stormwater Infrastructure Repairs  
 04/11/2019, 10:00 AM

Name		Company	Phone	Email	MUBE	WUBE	Does this project interest you as a Prime or a Sub? (check one)		
							Prime	Sub	
The City of Durham is evaluating UBE interest in City projects. If you are representing a UBE firm, please let us know the following information:									
OREG SMITH	CITY OF DURHAM	919-560-4326 * 30255	OREG.SMITH@DURHAM-NC.GOV						
Sidney Franklin	CAT	919-560-4150 X17245	Sidney.Franklin@Durham-NC.gov						
DEVIN KEENEAN	BruceAllenCC	304-651-5799	devin@bruceallencc.com						
Jamie Donaldson	Nu-Pipe	843-764-7223	Jamie@NuPipe.com					✓	
Christian Canales	Wynn Site Development	919-300-9119	ccanales@wynnsitedev.com						
Rodney Latham	North State Water and Sewer	336-575-3052	NorthStateWS.com r/latham C			✓			
Allison Molleson	City of Durham	919-560-4326 x30389	allison.molleson@durhamnc.gov						