



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 are 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 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 on 03/07/2019 and as a formal advertisement on 04/11/2019, however was unsuccessful.
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 Equity & Inclusion Department (formerly EO/EA), (919) 560-4180, ext. 17245, 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. Goals exist and are 11% MBE, 7% WBE. Cannot combine. If goals are not met, a Good Faith Effort (GFE) verification process will ensue after the bid.
 - b. Can go outside of 22 counties; just make certain they are HUB certified. Equity & Inclusion Department is always available to help verify.
 - c. EBOP forms required for bid include; E-101 and E-104
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 October 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.

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).
 - 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.
 - 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.
 - ii. Line item 27, Reinforced Endwalls (CY): Contractor to field verify dimensions and measurements and submit shop drawings from manufacturer for precast structure.
 - 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. 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 12:00 PM, Friday, July 12, 2019. No addenda will be issued after Friday, July 12, 2019.
 - a. This is a shorter timeframe than usual due to holiday.

18. Compile Bid packages carefully. Include all of the required items. Submit bid packages prior to the Bid Opening on Wednesday, July 17, 2019, at 11:00 AM to be held in conference room 3B.

19. Attendee Questions/Discussions.

- a. Prequalification, say annually, would be nice so that information such as the Record of Safety Information (see item 9) would not have to be reproduced for each bid.
- b. Are metes and bounds or ROW survey required? No.
- c. Are as-built drawings required? Not formally, but rather red-lines with as-built information whereas indifferent from Construction Drawings. The City of Durham uses our GIS and Survey teams to perform as-built recordation.
- d. Item 15.e: Are there any requirements for rock socket, embedment, and/or grouting? No. Drive piles to point of refusal or max distance shown. They'll be tied into culvert with scour apron. Purpose to reduce/redirect groundwater flow.
- e. For (ROW-191) Elm & Taylor Street Debris Removal, how is this paid for? This contract has included these quantities under the Bid Item 8 – Unclassified Structure Excavation (CY).
- f. Can UBE goals be combined? No.
- g. Scope of work does not lend itself to meeting goals. Any relaxation anticipated? No.

These minutes were prepared by Greg Smith on July 11, 2019. Please provide comments and/or additions concerning these minutes by e-mail to Greg.Smith@DurhamNC.gov by the close of business July 12, 2019.

Pre-Bid Conference Attendance Sheet
City of Durham, Public Works Department
SD-2019-01: Stormwater Infrastructure Repairs
07/10/2019, 11:00 AM

				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:			
Name	Company	Phone	Email	MUBE	WUBE	Does this project interest you as a Prime or a Sub? (check one)	
						Prime	Sub
Allison Molleson	City of Durham	919-860-4326 x30389	allison.molleson@durhamnc.gov				
GREG SMITH	"	" x30255	GREG.SMITH "				
Sidney Anderson	CCTD / EI	919.540- 4140 x17245	Sidney Anderson "				
Bruce Hollis	White Oak Construction	919-868 8020	bhollos@white oakcorp.com			✓	
Greg Merriman	VORTEX DRAINAGE	919 672 1991	gmerriman@vortexdrainage.com			✓	
DEVIN KEENAN	Bruce Allen CC	304.651.5799	devin@bruceallenc.com				
Joshua Locklear	Fred Smith Company	910-258-6317	joshua.locklear@fredsmithcompany.net			✓	
Darryl Smith	Fred Smith Company		darryl.smith@fredsmithcompany.net			✓	