



PRE-BID CONFERENCE MEETING MINUTES

CONTRACT: SD-2015-02

PROJECT: TRENCHLESS PIPE REPAIR

Date: August 12, 2015

Time: 3:00 PM

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

Attendees: See Attached Sign-In Sheet

1. An agenda was prepared for this meeting and a copy is also attached to these minutes.
2. All attendees were asked to include their contact information on the meeting sign-in sheet.
3. Contract information includes: Project Manual, appendices, construction Drawings, and a blank Excel unit price work form. Please see the project web page 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.
 - a. Before August 17, 2015: <http://durhamnc.gov/ich/op/pwd/consproj/Pages/SD-2015-02.aspx>.
 - b. Beginning August 17, 2015: <http://durhamnc.gov/1528>.
4. The project includes the furnishing of all materials, labor, equipment, tools, etc. unless otherwise specified, for the complete stabilization of storm drainage pipe by means of void filling and soil stabilization using a polyurethane system as well as various trenchless pipe repairs throughout the City of Durham.
5. Project budget is within the range of \$525,000 to \$575,000.
6. The identified Project Sites are listed below. Some unidentified work may also be included in the Contract. The Project Sites may be located on City-owned property, City rights-of-way, and on private property. The City is securing rights-of-entry to perform work on private property. The rights-of-entry will be in place in time for the commencement of construction.
 - a. North Magnum Street, 1430 North Mangum Street
 - b. Minerva Avenue, 1015 Minerva Avenue
 - c. Piney Woods Park, 400 East Woodcroft Parkway
 - d. Third Fork Creek Trail (Garrett Road Park), 4810 Hope Valley Road
 - e. Third Fork Creek Trail (Public Works Operations Center), 1100 Martin Luther King Jr Parkway
 - f. 501 Washington Street
7. The Engineer for the Project and project manager for the Public Works Department is Dana Hornkohl, (919) 560-4326, ext. 30246, Dana.Hornkohl@DurhamNC.gov.
8. Construction limits are shown on the construction Drawings. Traffic control (vehicular and pedestrian) and erosion control are considered incidental to the Work and shall be the responsibility of the Contractor.
9. 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).
10. Vincent Wingate with the Department of Equal Opportunity and Equity Assurance (EO/EA), (919) 560-4180, ext. 17241, Vincent.Wingate@DurhamNC.gov, will 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. Procurement forms must be signed and submitted regardless of participation for Bids to be deemed responsive.
11. All bidders are required to submit a record of their safety qualifications (see Appendix I). Please complete the form entirely 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.
12. The Project currently involves twenty (20) unit price work items. Beside each item on the Unit Price Work Form the standard reference is included. The project manager will briefly review the unit price work items.
13. It is anticipated that a Notice to Proceed will be issued in November of 2015.
14. Contract Times: 150-calendar days to Substantial Completion; 30-calendar days to Final Completion; 180-calendar days total.
15. 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.
16. Contractor shall use Primavera Contract Management and PDRX during the execution of the Contract.
17. 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. You may also request access to video inspections of most of the systems included in this project for trenchless repair using this e-mail address.
18. 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.
19. All questions or requests for information must be submitted by 5:00 PM, Thursday, August 20, 2015. No addenda will be issued after Monday, August 24, 2015.
20. Compile Bid packages carefully. Include all of the required items. Submit bid packages prior to the Bid Opening on Thursday, August 27, 2015 at 1:00 PM to be held in this same conference room.
21. Attendee questions.
 - a. Access to video inspections of the systems included in this contract may be requested by sending an e-mail to SSDProjects@DurhamNC.gov.
 - b. An addendum for this contract will be issued on or before August 24, 2015.

These meeting minutes were prepared by Dana P. Hornkohl on August 15, 2015. Please provide comments and/or additions concerning these minutes by e-mail to Dana.Hornkohl@DurhamNC.gov by close of business, Friday, August 21, 2015.

PRE-BID CONFERENCE ATTENDEES for SD-2015-02, Trenchless Pipe Repair, 08/11/2015, 3:00 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
CITY OF DURHAM	VINCENT WINGATE	101 CITY HALL PL DURHAM NC 27701	(919) 560-4185 x17241		vincent.wingate@durhamnc.gov
Uretek ICR MID ATLANTIC	Mitch Crayton	8815 Neville Rd Colfax, NC	336 992 6746	336 990 8573	mcrayton@uretelema.com
City of Durham	Yi Wang	101 City Hall Plaza	919-560-4326 Ext. 30244		Yi.Wang@durhamnc.gov
CoD	Wade Tong	101 City Hall	560 4326 30275		Wade.Tong@durhamnc.gov
CoD	Gregory Sousa	101 City Hall Plaza 27701	919-560-4326 x 30271	—	Gregory.Sousa@DurhamNC.gov
CoD	Al Estok	"	"		albert.estok@ " "



PRE-BID CONFERENCE AGENDA

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2. Contract information includes: Project Manual, appendices, construction Drawings, and a blank Excel unit price work form. Please see the project web page (<http://durhamnc.gov/ich/op/pwd/consproj/Pages/SD-2015-02.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.
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9. Vincent Wingate with the Department of Equal Opportunity and Equity Assurance (EO/EA), (919) 560-4180, ext. 17241, Vincent.Wingate@DurhamNC.gov, will 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. The Successful Bidder will be required to submit additional information concerning Subcontractors.

- c. The E-101 form must be signed and submitted regardless of participation for Bids to be deemed responsive.
10. All bidders are required to submit a record of their safety qualifications (see Appendix I). Please complete the form entirely 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.
11. The Project currently involves twenty (20) unit price work items. Beside each item on the Unit Price Work Form the standard reference is included. The project manager will briefly review the unit price work items.
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