

PRE BID CONFERENCE

AGENDA

Date:	June 9, 2020	Time:	10:00 am
Project:	2020-012 Burlington Alamance Airport Outfall		
Location:	Via Zoom		

Items of Discussion:

1. Introductions
 - a. Project Manager: *Todd Lambert, tlambert@burlingtonnc.gov*

2. Project Description & Scope of Work
 - a. This project includes approximately 2950 LF of sanitary sewer internal to airport property.

 - b. Contract period

Bid Due:	June 23, 2020 at 2:00 pm, Engineer's Office
Anticipated Date of Award:	July 7, 2020
Anticipated Date of Availability:	August 3, 2020
Date of Completion:	5/30/2021 (300 days)
	12/1/2020 (120 days ICT 1)

3. Documents
 - a. Construction Drawings (Sheets 1-9)
 - b. Specifications and Proposal
 - c. Addenda (if any)
 - d. Technical Specifications (City of Burlington website- BurlingtonNC.gov)
 - e. Permits

4. Insurance Requirements.
 - a. Contractors are to provide and maintain Liability and Builders Risk coverage

5. Safety

- a. Contractors are to comply with all OSHA and City Safety requirements.

6. Bidding and Contract Requirements

a. Required Bid Submittals

- i. Certification of Non-Collusion Affidavit.
- ii. Completed Proposal. The Proposal shall contain an acknowledgment of receipt of all Addenda, the numbers and dates of which shall be listed.
- iii. Divestment Act Certification.
- iv. Contractor's Qualification Statement
- v. E-verify Affidavit
- vi. City of Burlington Contractor's Safety Information Checklist Form
- vii. No alterations in Bids, or in the printed forms, by erasures, interpolations, or otherwise will be acceptable unless each such alteration is signed or initialed by the Bidder; if initialed, Owner may require the Bidder to identify any alteration so initialed. Do not use "White Out" or similar product to make corrections.
- viii. Sales tax shall be estimated and will not be used in determining low bid. Only documented sales tax paid by the contractor shall be paid by the City, regardless of estimated amount.
- ix. NCDOT Division of Aviation pay ap form must be submitted with each pay application.
- x. Unit price for rock is set by the City for this contract.
- xi. Any site visits should be requested through the City Engineering Department.

b. Contract Requirements

- i. Contract/Agreement – Issued with Notice of Award for execution by the Contractor
- ii. Certificate of Insurance
- iii. Performance Bond & Payment Bond
- iv. Copy of Contractor's Safety Manual

7. Contractor Questions

- a. Can DBE Prime count towards DBE goals. – Yes a DBE Prime may list the items they are self performing in order to meet the project goals.
- b. Will certified payroll be required. – Yes
- c. Cut-off for questions in which a response is guaranteed is June 16, 2020 at 5pm. Questions may be submitted after that date, though the City will weigh the question versus unclear or conflicting information and any answer (if warranted) shall cause an addendum to be published and the bid date be extended.
- d. Is the bore considered a guaranteed bore. – No the bore line item in the contract shall not be held as a guaranteed bore.

8. Closing

The bidder is instructed to base his bid solely on the written information furnished with the original documents and all addenda issued. The bidder must not rely on verbal information. Please refer to the Specifications and Proposal, Section Instructions to Bidders, 5. Interpretations and Addenda, which states:

All questions about the meaning or intent of the Bidding Documents and the Contract Documents shall be submitted to Owner in writing. Interpretations or clarifications considered necessary by Engineer in response to such questions will be issued by Addenda, mailed or delivered to all parties recorded by Owner as having received the Bidding Documents. Only answers issued by Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.