

PRE BID CONFERENCE

Minutes

Date:	February 8, 2022	Time:	10:00 am
Project:	Faucette Avenue Water and Sewer		
Location:	Via Zoom		

Items of Discussion:

1. Introductions
 - a. City Engineer: *Todd Lambert*, tlambert@burlingtonnc.gov
 - b. Project Manager: *Michael Lamping*, mlamping@burlingtonnc.gov
 - c. Project Inspector: *Jeff Isley*, jisley@burlingtonnc.gov

2. Project Overview & Scope of Work
 - a. This project includes ductile iron 6” waterline and 8” sewer (portions VCP and DI with Protecto 401 Coating).

 - b. Contract period
 - Bid Due: February 22 at 2:00 pm, Engineer’s Office. Bids must be delivered to the Engineering Office by 2pm. The bids opening will be in the Municipal Building.
 - Anticipated Date of Availability: March 28, 2022 (or as soon as possible)
 - Date of Completion: 270 consecutive days after availability

3. Documents
 - a. Construction Drawings (Sheets 1-3)
 - i. Note trenching details on Sheet 3, including stone usage. (There is no curb and gutter along the proposed installation route.)

 - ii. Road to remain open to residents during construction.

 - b. Specifications and Proposal
 - i. Successful bid will be awarded based on base bid, not contract total amount.

 - c. Technical Specifications (City of Burlington website-
<https://www.burlingtonnc.gov/173/Specifications-and-Details>)

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 (page 117-118 of Contract Documents)
 - ii. Completed Proposal. The Proposal shall contain an acknowledgment of receipt of all Addenda, the numbers and dates of which shall be listed. (page 119-120 of Contract Documents)
 - iii. Divestment Act Certification. (page 121 of Contract Documents)
 - iv. Contractor's Qualification Statement (page 122-124 of Contract Documents)
 - v. E-verify Affidavit (page 126 of Contract Documents)
 - vi. City of Burlington Contractor's Safety Information Checklist Form (page 138-139 of Contract Documents)
 - vii. Bid Bond (5% of bid, per page 5 and 119 of Contract Documents)
 - viii. 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.
 - 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. A rock quantity has been included as a pay item with an estimated quantity already included. This work shall be done per the City's Engineering Standards including removal, backfill, and proper disposal of material.
- b. Sewer services will be cast iron. There is currently no plan to connect the buildings adjacent to the project to the mains.
- c. Staking will be done by the City of Burlington
- d. Water and sewer main testing are included in the contract and is the responsibility of the contractor to successfully accomplish satisfactory results.

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.

Written questions may be submitted via email. The cutoff for questions shall be 5pm on February 15th, 2022. Please submit questions to tlambert@burlingtonnc.gov