
PRE BID CONFERENCE

AGENDA

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|-----------|---|-------|-----------------|
| Date: | May 30, 2023 | Time: | 10:00 am |
| Project: | 2022-026 2023 2" Waterline Project | | |
| Location: | Engineering Conference Room | | |

Items of Discussion:

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

2. Project Description & Scope of Work
 - a. This project includes approximately 1280 LF of 6" DI waterline to replace existing 2" waterlines.

 - b. Contract period
 - Bid Due: June 13, 2023 at 2:00 pm, Engineer's Office
 - Anticipated Date of Availability: June 21, 2023
 - Date of Substantial Completion: December 18, 2023
 - Date of Completion: March 18, 2024

3. Documents
 - a. Construction Drawings (Sheets 1-5)

 - b. Specifications and Proposal

 - c. No Addenda at present.

 - d. Technical Specifications (City of Burlington website- BurlingtonNC.gov)

 - e. Permits

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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. Unit price for rock is set by the City for this contract, if encountered.
 - 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:

- Are the dates as listed as proposed, correct?
 - Yes, the dates shown in this document are correct.

- Are there any residential concerns in the project area?
 - The Engineering Department is not aware of any specific residential concerns.

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 June 9, 2023 Please submit questions to mlamping@burlingtonnc.gov