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## PRE BID CONFERENCE

### AGENDA

Date:	<b>June 6, 2023</b>	Time:	<b>10:00 am</b>
Project:	<b>2023-28 NC 62 Waterline at Airport</b>		
Location:	<b>Engineering Conference Room</b>		

#### Items of Discussion:

1. Introductions
  - a. City Engineer: *Todd Lambert*, [tlambert@burlingtonnc.gov](mailto:tlambert@burlingtonnc.gov)
  - b. Project Manager: *Michael Lamping*, [mlamping@burlingtonnc.gov](mailto:mlamping@burlingtonnc.gov)
  
2. Project Description & Scope of Work
  - a. This project includes approximately 540 LF of 12” DI waterline to provide service to the airport.
  
  - b. Contract period
    - Bid Due: June 20, 2023 at 2:00 pm, Engineer’s Office
    - Anticipated Date of Availability: June 27, 2023
    - Date of Substantial Completion: March 22, 2024
    - Date of Completion: March 22, 2024

Ending of project is firm and may be subject to liquidated damages.
  
3. Documents
  - a. Construction Drawings (Sheets 1-2)
  
  - b. Specifications and Proposal
  
  - c. Addenda 1 issued today.
  
  - d. Technical Specifications (City of Burlington website- BurlingtonNC.gov)
  
  - e. Permits NCDOT ROW/ NCDEQ

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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

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## 7. Contractor Questions:

- What are the liquidated damages for this project?
  - Per page 86 of the specifications, the liquidated damages amount is \$500 per day.
  
- Is there a pay item if rock is encountered during the boring process?
  - The boring pay item is not guaranteed. If rock is encountered during the boring the Owner will negotiate a price for the work. Alternatively, the Owner may negotiate with the NCDOT to convert the work to open cut. In that case the 12" Ductile Iron Watermain, Complete in Place, NCDOT Paving, and Rock pay items shall govern.
  
- Have all the utilities in the project area been located?
  - Page 103 of the specifications states, in part “Existing underground installations such as water mains, gas mains, sewers, telephone lines, power lines, and buried structures in the vicinity of the work to be done hereunder are indicated on the drawings only to the extent such information has been made available to or discovered by the Engineer in preparing the drawings. There is no guarantee as to the accuracy or completeness of such information, and all responsibility for the accuracy and completeness thereof is expressly disclaimed.

The Contractor shall be solely responsible for locating all existing underground installations, including service connections, in advance of excavating or trenching, by contacting the Owners thereof and prospecting. The Contractor shall use his own information and shall not rely solely upon information shown on the drawings concerning existing underground installations.”

## 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

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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 15, 2023. Please submit questions to [mlamping@burlingtonnc.gov](mailto:mlamping@burlingtonnc.gov)