

**PRE-BID MEETING
(ADDENDUM NO. I)
Date: June 26, 2013**

PROJECT: H-1688, W-739, S-665 SOUTHERN AVE., FIFTH TO SANFORD

PROJECT DESCRIPTION: Milling & Resurfacing with water and sewer upgrades.

START DATE: To commence work within 30 days after the date of the "Notice of Award" from the City

COMPLETION DATE: To complete work on or before September 6, 2013.

Anticipated Date to Commission: July 9, 2013 (Notice of Award July 10, 2013)

ATTENDANCE

NAME	COMPANY	TELEPHONE	E-MAIL
Mohammed Al-Shatel	City of Muskegon	231.724.6707	mo@shorelinecity.com
Bruce Moore	Accurate Excavators		bmoore@accurateexcavating.com
David Vandermolen	McCormick Sand	231.766.0466	david@mccormicksand.com
Dave Baker	City of Muskegon	231.724.6992	dave.baker@shorelinecity.com
Steve Swiftney	Consumers Energy	231.332.2601	

CONTRACT REQUIREMENTS

1. All Bids must be submitted on the documents included in the bid booklet provided with the contract booklet. No late bids will be accepted. Bids will be accepted until **2:00 pm on Tuesday, July 2nd, 2013**
2. It is suggested that each bidder refer to the "Bidder's Checklist" to ensure that all required information is included with the bid.
3. 5% Bid Bond must accompany the bid submittal.
4. The successful bidder must adhere to the City Income Tax guideline, 1% for employees working and residing within the city limits and .5% for all others. The successful bidder must register with the Income Tax Department located on the first floor of city hall.
5. The "Local Preference" policy- If a local contractor's bid is within a range of 1% or less than the lowest submitted bid, the award preference may be given to the local contractor; within the city's corporate limits.
7. If the total bid is \$50,000.00 or less, the bidder may submit four (4) "Letters of Recommendation" in lieu of the required contract Performance Bond. The bidder must submit his/her intent at the time of the bid.
8. Prevailing Wage (Sections of the Contract) - This is NOT a Prevailing Wage Project.
 - Page 14- List of Proposed Subcontractors. If this page is completed, then page 14a must be completed. The Disadvantaged Contract List is a reference tool, not a recommendation. Dwana Thompson, Affirmative Action Director, can be reached at 231.724.6703
9. Insurance Requirements (34, 34a, 35) - Insurance Certificates shall name the City of Muskegon as additionally insured. Also, please note that the contracts cancellation policy may differ from standard contracts.

PROJECT OVERVIEW: Mohammed Al-Shatel, City Engineer

1. The Contractor will not have eight (8) weeks to complete the project. The project must be completed by September 6, 2013. The exception being; if the City delays issuing the Notice of Award past the 10th of July.

1. SPECIAL SPECIFICATIONS- Please note the new City of Muskegon Policy Regarding Payments

- 1.07 COMMUNICATION CHANGE

Article 43A, Part 3, Section I, Paragraph 1, page 48 entitled "Partial Payments" is hereby revised to read:

Partial Payments shall be made monthly on the second (2nd) Friday of the month on the basis of work complete less 10%, reduced to 5% when 65% of the dollar value of the contract is complete, and reduced further to 2% when 90% of the contract value is attained, subject to the following:

1. That the work is progressing satisfactorily.
2. That the orders of the City have been fulfilled.
3. That the time for completion has not expired.
4. The City pays its vendors electronically via ACH direct deposit to the bank account that you designate. The successful bidder will be required to complete an ACH authorization form at the time of contract signing.

CONTRACTOR INQUIRIES

1. Utilities- The contractor will have to work directly with the utility company that may have utilities that need to be moved in the project area.
2. Item #30 – Curb and Gutter, Conc, Det F4- will exclude reinforcement. This is waived on this project.
3. Sanitary – The plans show the sanitary running down the terrace vs. the roadway. There are three (3) houses, with one of the houses that are served off the sewer that runs down Jefferson. AT some point, the city wants to switch the line.

UTILITIES AFFECTED

DTE/MICHCON

No conflicts

Water/Sewer

No conflicts.

Consumers Energy - Steve Swiftney

There are two (2) poles in the project area that need to be moved that are located right by the entrance of the school. From the drawings they estimate that the poles will have to move approximately four (4) feet or less from the existing curb. They need to know the distance from the back of the curb so that Consumers can stake it. There is phone (Frontier) and cable (Comcast) lines that are on Consumers Poles. There may be a riser on one of their utilities. Consumers work shall only take approximately one week.

Frontier/Verizon

They have some utilities that run on Consumers Poles that will need to be moved. More information will be available at the Pre-Construction Meeting.