

PRE-BID MEETING **MINUTES**

Monday, August 27<sup>th</sup>, 2018

**PROJECT:** H 1720 Remembrance Drive Reconstruction & Sewer Installation

**PROJECT DESCRIPTION:** Crushing and shaping of the existing roadway, infiltration storm sewer, curb and gutter, asphalt resurfacing, and sanitary sewer construction.

**BID CLOSING DATE:** Tuesday, September 4, 2018 @ 2:00 pm in the City Clerk's office

**START DATE:** October 3<sup>rd</sup>, 2018

**COMPLETION DATE:** November 15<sup>th</sup>, 2018

**DATE TO COMMISSION:** Tuesday, September 11<sup>th</sup>, 2018

**Anticipated Notice of Award:** Wednesday, September 12<sup>th</sup>, 2018

**PLEASE SIGN THE SIGN IN SHEET – [Sign in sheet attached](#)**

**CONTRACT REQUIREMENTS (Leo Evans)**

1. **All BIDS** must be submitted using the bid sheet contained in the Spec Book. A bid sheet that is typed, printed and stapled to the sheet bound within the booklet is also acceptable.
2. No late bids will be accepted.
3. Bid opening will be located at the **City Clerk's Office, City Hall, 933 Terrace St., Muskegon.**
4. **If you do not submit your bids by using the provided bid sheets; the city reserves the right to reject those bids.**
5. **This IS NOT A PREVAILING WAGE PROJECT.**
6. It is suggested that each bidder refer to the "Bidder's Checklist" to ensure that all required information is included with the bid.
7. **Bid Bonds-** 5% Bid Bonds must accompany your bid submittal, or 4 letters of Recommendation.
8. **City Income Tax Guidelines-** 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.
9. **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.
10. **Letters of Recommendation-** 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 contractor shall declare their intent at the time of the bid.
11. **Contract format-** Please note, the city has changed the format of the contract. The language is all the same except sections may have been moved around. Page numbers may have changed from previous contracts.
12. **2012 MDOT Standard Specifications for Construction** - Please be advised that the City follows the specifications contained in this guide. These specifications will supersede any specifications found in the contract. If you have any questions regarding pay items, payments, measurements, etc., please use the latest version of the State Standard Construction Book. Except where modified in the Special Specifications.
13. **DBE/MBE/WBE PROCUREMENT POLICY-** Updated Policy Statement 2014-31 (e)  
Please list any disadvantage contractors that were contacted by your company for this job, and follow the instructions of the contract.

## **PROJECT OVERVIEW (Leo Evans)**

1. **NO QUESTIONS** regarding this project will be entertained by the City after **4:00p.m.** on Thursday, August 30<sup>th</sup>, 2018. All questions should be directed to Leo Evans through email: [leo.evans@shorelinecity.com](mailto:leo.evans@shorelinecity.com)

## **UTILITIES AFFECTED**

- **DTE-Gas, City Water/Sewer (Dave Baker), Consumers Energy-Electric , Comcast, Frontier**
  - No utility conflicts are anticipated based on the known information for the project.

## **CONTRACTOR INQUIRIES/QUESTIONS RECEIVED DURING PRE-BID & THROUGH**

- **STAGING / DETOUR ROUTE**
  - The bike path will require a detour route, additional signing and details will be provided at the preconstruction meeting.
  - Remembrance Drive is closed during construction. Access to and from the KL Site will be from an alternate route that is scheduled to be completed prior to the start of construction on Remembrance Drive.
- **EARTHWORK / AGGREGATE**
  - Intent of crushing and shaping item is to crush existing material, stockpile on site, then place existing material at full section thickness until material is exhausted. After which new material will be used for the completion of the project.
  - Crushed aggregate stockpile locations will require the approval of the Engineer. Potential locations include within the existing road ROW, or within the closed portions of Industrial Drive / Keating Avenue, other options may be proposed.
  - Aggregate pay limits are EOM – EOM. Aggregate required under the curb and gutter is considered included in payment for the curb and gutter. Aggregate thickness under the curb and gutter is as required to maintain a consistent subbase cross section.
  - No removal of fencing (ROW or Cemetery) is anticipated.
- **SANITARY & STORM SEWER**
  - The new sanitary connections will be above the existing flowlines. Bypass pumping is not anticipated.
  - Clean water generated from dewatering operations can be outletted into the city stormwater system.
  - Sanitary structure #11 will include some flow channel work. This is considered incidental to other items of work.
  - Sanitary structure #40 may be relocated south to avoid overhead utility conflicts if needed.

- **Boots are required on the storm sewer to storm structure connection.**
- **Sanitary sewers will require mandrel and pressure testing from structure #40 to the south. All sewers will require video inspection.**
- **30-Day wait prior to mandrel testing of sanitary sewer will be waived to maintain the project schedule.**

