

**Pre-Bid Conference for  
ST-269: 2014 Street Repairs and Repaving  
Wednesday, March 19, 2014 – 2:00 PM**

**Greeting and Project Introduction:**

- Business Cards
- Attendance Sheet
- Introduction of City Employees in attendance
- Project Manual posted on the city web page

<http://durhamnc.gov/ich/as/fin/Pages/bids.aspx>

**Contract Administrator** – Ed Venable, PE

**Pre-Qualification:**

**March 27, 2014 at 4:00 PM**

- Appendix D of Project Manual
- Contact Dan Love of City of Durham Equal Opportunity / Equity Assurance office.

**SDBE Requirements:**

Dan Love

- Goals
  - 2% Minority
  - 1% Women
- SDBE Forms in Appendix A
  - **Construction Forms are to be submitted**
    - **Pg 8 calls out Procurement Forms**
    - **Pg 20 calls out Procurement Forms**
    - **Pg 24 calls out Procurement Forms**
    - **Pg 34 calls out Procurement Forms**
- Certified SDBE List of Firms in Appendix B

**ST- 265: 2013 Street Repairs and Repaving Bid Date:**

April 3, 2014 at 2:00 PM

Location: City Hall Conference Room 1A, 1<sup>st</sup> Floor City Hall

**Inspections**

- Will be performed by City staff
- Pavement evaluations performed

**Special Instructions to Bidders**

- The following SHALL be included with your Bid Submission:
  - Bid Form:
    - Unit Price Bid
    - Acknowledgement of Addenda
    - Experience
    - List of Equipment
    - Signatures
  - SBDE Forms E-101 (Appendix A)

- Non-Collusion Affidavit of Bidder (Appendix E)
- Privilege License of Bidder (contact the City of Durham, Department of Finance, Treasury Management Division, (919) 560-4700 for information on securing privilege licenses)
- Bid Security: Appendix F
- List of Contractor Equipment and Personnel
- Letter of Commitment from asphalt provider
- Finance Policy 603 Bidder Safety Record Review: Appendix L

**Project Details:**

- Bid form must be legibly filled out in black or blue ink, if mistakes are made, strike through & initial.
- Check multiplication & addition.
- Bids must be sealed and delivered to Ed Venable by April 3, 2014 at 2:00 PM
- Work must start within 10 days from receipt of Notice to Proceed - Construction.
- Liquidated Damages are detailed in the Agreement, page 42
- Day/Time Restrictions are detailed on pages 43
  - Work will only be allowed when there is sufficient natural lighting to work safely.
  - No artificial lightning will be allowed on this project, unless authorized by the Engineer. If artificial lightning is allowed by the Engineer, all cost for the artificial lightning shall be at the Contractor's expense.
  - No work will be allowed on a street at or near a school while it is in session, unless authorized by the Engineer.
  - No work will be allowed in the area where a special event is taking place unless authorized by the Engineer.
  - No work will be allowed on a street during times of unusually heavy traffic.
  - No work will be allowed during holidays observed by the City of Durham
- Retainage will be 2.5%.
- The Standard General Conditions of the Construction Contract will not be changed. In the case of contradictory information the Contract Manual supersedes the Standard General Conditions of the Construction Contract.
- The Contractor will be required to digitally video record each city street prior to work. Contractor will submit videos to the City in DVD format.
- Inspection services - by City of Durham Staff.
- Testing & inspection of asphalt - QC preformed by Contractor - will be done in accordance with NCDOT's HMA/QMS program.
- Public Advisory Notice – Contractor shall provide a 7 calendar day advance written notice to all individuals, homeowners, business owners, etc. who may be effected by any aspect of the work. Door knob hangers have worked in the past.
  - Submit draft Public Advisory Notice for approval prior to use.
- Towing Vehicles – Any vehicle that has not been removed from the area of construction within the ten-day time limit as stated in the Public Advisory Notice may be towed away. The cost of this towing shall be paid for under miscellaneous cost for the actual cost of the towing. The invoices from the towing company shall be submitted for payment.
- Site Cleanliness
  - Maintain area free of waste material, debris, and rubbish.
- Traffic Control is incidental to the contract
  - Including cost of any temporary paint
- Mobilization is discussed on page 28 of the Project Manual.

- Bid Item 2, Asphalt Binder for Plant Mix, shall be adjusted as detailed on page 169-170 of the project manual. In mixes where recycled asphalt plant mix is used the adjustment will only be applied to the additional binder materials required by the JMF (virgin binder).
- Bid Items 10 and 11, Pavement Structure Removal Full Depth and Variable Depth, shall be used to pay for the excavation of pavement failures. Materials used to make the repair will be paid for separately.

#### **Primavera Management Tracking System**

- Notices to Proceed
  - Notice to Proceed Primavera
  - Notice to Proceed Construction
- Contract Manager / P6 Scheduler/ PDRx

#### **Questions**

**Submit any questions 7 days before bid opening to allow sufficient time to respond.  
(March 27, 2014)**