



PRE-BID CONFERENCE MINUTES

CONTRACT: EWP-2020-02

PROJECT: EMERGENCY WATERSHED PROTECTION (EWP) DEBRIS REMOVAL

Date: February 19, 2020
Time: 1:00 PM
Location: City of Durham, Public Works Conference Room 3A, Third Floor
Attendees: See attached list.

1. All attendees were asked to include their contact information on the conference attendee sheet. Minutes of the conference will be distributed to all attendees via e-mail and posted on the Project web page.
2. Contract information includes: Project Manual with appendices, construction drawings, and a blank Excel Unit Price Work form. Please see the Project web page (<http://durhamnc.gov/3936>) for all bidding information including future addenda and requests for information.
3. Please be mindful of the project number (**EWP-2020-02**) as there are multiple projects listed on the webpage.
4. In order to receive e-mail notification of any addenda or clarifications, send an e-mail to Allison.Molleson@DurhamNC.gov notifying the City of your intent to bid on this project.
5. The project involves the furnishing of all materials, labor, equipment, tools, etc. unless otherwise specified, for the removal of debris along **four (4)** reaches of streams within the City of Durham.
6. Additional work of a similar nature and similar unit items (up to 50%) may be included in this Contract (see section C-700, paragraph 10.01.C of the Project Manual).
7. The City of Durham is the Engineer and Owner of the Project.
8. Eric Miller with the Equity and Inclusion Department, (919) 560-4180, ext. 17241, Eric.Miller@durhamnc.gov, will explain the Equal Business Opportunity Program requirements for bidding (see section 00 21 15, paragraph 1.13.A of the Project Manual).
 - a. There are no goals on this project.
 - b. E101 (Employee Breakdown) forms are required with bid. Forms are included in Appendix B. EE01 is acceptable. **E104 (Participation Documentation) is not required.**
9. All bidders are required to submit a record of their safety qualifications (see Appendix I of the Project Manual). Please complete the form in its entirety and provide additional information as directed on the form. Failure to provide all of the required information may result in a bid being deemed non-responsive.
10. Pay close attention to the Insurance Requirements (see section 00 52 15, paragraph 1.10.H of the Project Manual). Insurance costs are incidental to the work.
11. The City is securing rights-of-entry and permits to perform the work on private property. The rights-of-entry will be in place in time for the commencement of construction.
12. It is anticipated that a Notice to Proceed (NTP) will be issued in May 2020. Contractor to mobilize within 10-calendar days from NTP.
 - a. Contract time is 120-calendar days from NTP.
13. Contractor shall use the City's contract managing program, PDRx, during the execution of the Contract. This software is web based and administered by the City.
14. A general contractor's license will not be required. However, should any damage occur that would typically require a General Contractor by our standards, you will be required to subcontract the repair to a firm with a GC license.

- a. Discussion of Maps and Unit Price Work items.
 - i. No survey was performed for the projects.
 - b. Sheet No.1, Sites Map
 - c. Sheet No.2, South Ellerbe Creek (No Debris Removal)
 - d. Sheet No. 3, Ellerbe Creek and South Ellerbe Creek (3700 LF)
 - e. Sheet No. 4, Northeast Creek Tributary C from Sedwick Rd. to Kandes Ct. (1600 LF)
 - f. Sheet No. 5, Northeast Creek Tributary C from 1250' S of Seaton Rd. to 1500' S of Seaton Rd. (200 LF)
 - g. Sheet No. 6, Third Fork Creek from Ward St. to Cliff St. (250 LF)
15. Any errors or omissions discovered in the Project Manual or construction Drawings should be brought to the attention of the City in writing.
16. Must follow all guidelines and recommendations in United States Army Corps of Engineers Technical Report EL-92-36 in Appendix L.
17. All questions or requests for information must be submitted by 8:00 AM, Friday, February 28, 2020. No addenda will be issued after 5:00 PM, Monday, March 2, 2020.
18. Compile Bid packages carefully. Include all of the required items. Submit bid packages prior to the Bid Opening on Friday, March 6, 2020, at 10:00 AM to be held in conference room 3B.
19. Attendee Questions/Discussions.

Q: What are the access points for each site?

A: Ellerbe Creek and South Ellerbe Creek – Access from N Roxboro, W Club, and if necessary, Farthing Street (Private Property)
Northeast Creek Tributary C from Sedwick Rd. to Kandes Ct. – Access from Sedwick Road
Northeast Creek Tributary C from 1250' S of Seaton Rd. to 1500' S of Seaton Rd. – Access from private property on Revere Road
Third Fork Creek from Ward St. to Cliff St. – Access from Ward Street

Any access from private property will require the contractor to repair the property to existing condition post work. The repair is incidental to the work.

Q: Is the project a linear cleaning of the stream of more of a “pop in and grab” debris style of work?

A: It is more of a “pop in and grab” debris style of work.

Q: What is the minimum size debris for removal?

A: Logs with a minimum diameter of 4” and minimum length of 4’.

Q: Can we remove debris from the private property sections and carry it to the City Owned Property to leave it on the bank?

A: Yes. In case where work on private property is adjacent to City-Owned property, the debris may be carried up or downstream to City Owned property and left on the bank behind the vegetation/tree line.

Q: Will the City inspectors be the only inspectors the contractor will have to work with?

A: The City inspectors and/or inspectors from the City’s construction management consultant will be on site every day to oversee work. Representative from the state and/or grantor (USDA-NRCS) may drop by the site and take pictures or look around, but should not be interfering with the work.

Q: Does the City have quantities for the amount of debris?

A: The City does not have quantities for the amount of debris. It is up to the contractor to visit the sites and estimate the quantities for themselves.

Q: Does the Contractor remove live vegetation that is in the stream?

A: *No. Live vegetation is to remain in place.*

Q: When the debris does need to be hauled away, does it go to the landfill?

A: *Yes. The contractor will be responsible for taking the debris to an approved disposal site. The cost of dumping the debris is incidental to the work.*

Q: What are the reasons for the debris removal in the streams?

A: *The reasons for debris removal vary site-to-site but can be due to protecting infrastructure or stream bank stabilization.*

Q: In some locations, there are concrete chunks in the stream, do we remove that as well?

A: *No. Only "floatable" debris.*

Q: Will the Contractor be able to put a trackhoe in the stream?

A: *Yes, as long as there is minimal or no disturbance to the stream bed and banks.*

Q: Will someone be verifying the work as the contractor moves along the stream?

A: *Yes. An inspector will be on site during the work keeping track of what has been completed.*

These minutes were prepared by Allison Molleson on February 20, 2020. Please provide comments and/or additions concerning these minutes by email to Allison.Molleson@DurhamNC.gov by the close of business February 24, 2020.

**Pre-Bid Conference Attendance Sheet
City of Durham, Public Works Department
EWP-2020-02: Emergency Watershed Protection (EWP) Debris Removal
02/19/2020, 1:00 PM**

				The City of Durham is evaluating UBE interest in City projects. If you are representing a UBE firm, please let us know the following information:			
Name	Company	Phone	Email	MUBE	WUBE	Does this project interest you as a Prime or a Sub? (check one)	
						Prime	Sub
Allison Molleson	City of Durham	(919) 560-4326 Ext. 30389	Allison.molleson@DurhamNC.gov	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JERRY HALL	HALL'S Tree Service	910 494-7921	JAndJhalls@aol.com JERRYHALL1977@GMAIL.COM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT OSBORNE	Backwater Environmental	336-707-1965	OSborne@backwater.biz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DOUG SMITH	BACKWATER ENVIRONMENTAL	919-414-8091	SMITH@BACKWATER.BIZ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
James Kutzer	NorthStar Environmental Group	(919) 745-7900	james.kutzer@northstarenv.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Randy Thompson	Southern Disaster Recovery (SDR)	910-398-1818	rthompson@atmc.net	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eric Miller	City of Durham	919-560-480 x 17241	Eric.Miller@DurhamNC.gov	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dana Hornkohl	City of Durham Public Works Department	(919) 560-4326 ext. 30246	Dana.Hornkohl@DurhamNC.gov	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Todd Gosnell	TRIAD TREE	336-991-1496	TG@dunes@yahoo.com	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Christopher Cote	RPF Emergency Services	404 580 8301	CCote@RPFES.net	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>