

Pre-Bid Meeting

PROJECT: Cole Avenue Sanitary and Stream Restoration

OWNER: City of Staunton

LOCATION: 2503 Hickory Street, Staunton, VA 24401

DATE/TIME: May 2nd at 2:00 p.m.

PURPOSE: Non-mandatory Pre-Bid Conference for Referenced Project

OWNER'S REP: Peter Kesecker, Environmental Programs Administrator

A/E FIRM: Dan Sutton, Wiley|Wilson, Project Manager

RECORD OF ATTENDEES: *See attached attendee list.*

Drawings, Specifications and Invitation for Bid documents are available in electronic format and are available through eVA download.

Agenda discussion

INVITATION FOR BID

- Sealed Bids received by **2:00 p.m. on May 24, 2024** at the address listed in IFB.
- At that time the bids will be publicly opened and read.

INSTRUCTIONS TO BIDDERS

- Conditions at the site. We will head to the site after the meeting. If prospective bidders wish to visit the areas of the proposed work, they should contact Peter Kesecker, keseckerpk@ci.staunton.va.us.
- **No oral explanation** in regard to the meaning of the drawings and specification will be made and no oral instructions will be given prior to the award of contract. Contractor's seeking clarification of the bidding documents shall refer to Article 2 of the Project Manual.
- A Bid Bond of 5% is **REQUIRED** as stated in the Project Manual. Refer to Article 8 – Bid Security. Successful bidder will be required to submit a Standard Performance



Bond & Standard Labor and Material Payment Bond acceptable in form and content to the City.

- Preparation and Submission of Bids: Bidders must have a valid Virginia Contractor License Number to qualify as a bidder.
- Receipt of Bids: Factors to consider so your bid is on time include:
Bid Officer must have bids in hand by date and time or they will be marked late and shall not be considered.

Pre-bid Questions

- All questions must be emailed and received by **2:00 p.m. EST on May 8, 2024**. Via email to Dan Sutton, Wiley|Wilson, dsutton@wileywilson.com. Include “City of Staunton – Cole Avenue – Prebid Question” in the email subject. No oral explanations regarding the meaning of the drawings or specification will be provided prior to bidding.
- Responses will be available on eVA by 5:00 p.m. EST, May 15, 2024 to all pre-bid questions in the form of an Addendum.

Bid Form

- **The contract shall be awarded on a lump sum basis.** Engineer estimates in the Bid Form Unit Price Sheet are for information only. The contractor is responsible for performing their own takeoff to confirm quantities.
- The Bid Form shall be **filled out completely**, signed by the responsible parties and dated.

Retainage

- In making partial payments, five percent (5%) shall be retained until final acceptance of all work covered by the contract.

REVIEW SPECIFICATION DIVISIONS

- Bidders shall carefully review all of the technical sections of the project manual.
- Access to work is limited to the work schedule of the facility which is 8:00 a.m. to 5:00 p.m. Monday through Friday. Exceptions to the schedule may be considered with a 48-hour notice to the City by the contractor.
- Temporary construction facilities will be allowed within the limits of disturbance.



- Potable water is not available on site.
- Temporary electrical service will not be provided by the owner and shall be the responsibility of the contractor.
- Sanitary facilities shall be furnished by the Contractor.
- The project earthwork is unclassified and there is no allowance for rock excavation including trenching.

GENERAL REVIEW OF DRAWINGS

- Sheets 8-12 – Sanitary Sewer replacement
 - Contractor to field verify locations of all laterals and adjust cleanout locations accordingly.
 - Stream crossings are DIP encased in concrete.
 - Erosion and sediment control for sanitary pipe installation.
- Sheets 2-7 and Sheets 15-27 – Stream Restoration
 - Approximately 1,000 linear feet of stream restoration
 - Includes approximately 80 linear feet of tributary restoration.
- Sheets 13 and 14 – Embankment and Outlet Structure
 - Concrete outlet structure
 - Trash rack with a 4'x4' access hatch.
 - Embankment is lined with ACBs, riprap, grass pavers, and a concrete cutoff wall.
 - All fill material of the embankment and structural requires a minimum 95% of maximum dry density with a moisture content within 2% of the optimum. All compaction is determined by Standard Proctor Test (ASTM D698).

QUESTION AND ANSWER PERIOD

- Responses to questions that may impact the scope of work and /or a bid price proposal will be made in an Addendum to the Bidding Documents. Responses that only involve finding information that is already in the Bidding Documents may be made verbally during this Q&A period.
- An addendum will be issued that will include these meeting minutes, any Pre-Bid questions, and a copy of the attendee sign-in sheet.



QUESTIONS ADDRESSED DURING THIS MEETING

- Is the contract lump sum or unit price? **The project is lump sum. The engineer's quantities are for information only. The contractor shall perform their own takeoff, insert their quantities and unit price. Each item's total (\$) is the contractor estimated quantity multiplied by the \$/unit. The contract is awarded based on the Total Lump Sum amount.**
- When the sanitary work is complete, will it be tested prior to working on stream restoration? **Each section of sanitary pipe is required to be tested prior to that section being in service.**
- When would the project be available to start? **The City is looking to begin work shortly after award.**
- Will the project be affected by long eared bat restrictions? **There is not time of year bat restrictions as trees within the LOD have been cut.**
- Will any additional logs be removed from the site? **No additional logs will be removed from the site. Logs onsite may be used for log sills as appropriate. The contractor will be responsible for removing all other trees and debris from the site.**

Notes:

- **No additional notes.**

End of Pre-Bid Conference Notes

LIST OF PRE-BID CONFERENCE ATTENDEES

Cole Avenue Sanitary and Stream Restoration

May 2, 2024, 2:00 pm

Company Name: WILLY/WILSON General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: DAN SUTTON Email: _____

Company Name: CITY OF STAUNTON General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: WILLOW HUGHES Email: _____

Company Name: City of Staunton General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: Pete Keszler Email: _____

Company Name: City of Staunton, VA General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: Chad Horvat Email: _____

Company Name: City of Staunton General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: Lyle Hartz Email: _____

Company Name: City of Staunton General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: _____ Email: _____

LIST OF PRE-BID CONFERENCE ATTENDEES

Cole Avenue Sanitary and Stream Restoration

May 2, 2024, 2:00 pm

Company Name: Shenandoah StreamWorks, LLC General Contractor (☒) Subcontractor () Supplier ()

Address: 139 Slate Hill Rd, Weyers Cave, Va

Telephone Number: _____ Fax Number: _____

Attendee Name: Larry Mohn Email: _____

Company Name: Atkins Excavating General Contractor () Subcontractor (☒) Supplier ()

Address: Broadhead School Rd, Greenville, Va.

Telephone Number: _____ Fax Number: _____

Attendee Name: Larry Mohn Email: _____

Company Name: _____ General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: _____ Email: _____

Company Name: _____ General Contractor () Subcontractor () Supplier ()

Address: _____

Telephone Number: _____ Fax Number: _____

Attendee Name: _____ Email: _____

Company Name: _____ General Contractor () Subcontractor () Supplier ()

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Attendee Name: _____ Email: _____ +