



**Central Avenue
Streetscape Improvements**

**Non-mandatory pre-bid meeting Agenda
Zoom Webinar (see attached instructions)
May 28, 2020 2:00 p.m.**

VDOT Project No.: SLEN-132-101, C501, P101, R201
FHWA No.: SLU-5132(153)
UPC: 80485

- Bids open **June 18, 2020 at 2:00 p.m. Bidders may attend via Zoom Webinar.**
- Questions after this meeting shall be submitted in writing. Every question or request for interpretation should be emailed to Nickie D. Mills, P.E. at millsnd@ci.staunton.va.us, no later than **12:00 p.m. on June 2, 2020**. See Instructions to Bidders.
 - Draper Aden Associates is the design engineer for the Central Avenue Streetscape Improvements. Direct plan related questions to the City Engineer, Nickie D. Mills, P.E.
- Any Addendum will be posted on the City website by the **end of the day on June 3, 2020**.
 - It is the responsibility of all bidders to ensure that they have received all addenda.
- Subcontractors do not need to be VDOT pre-qualified.
- Complete date for this project June 30, 2022
 - We anticipate work to start as soon as possible.
- A general description of the scope of the project is as follows:
 - Replacement of sidewalk with new curb and brick sidewalks.
 - Reconstructing the surface cross section of the street requiring milling and paving.
 - Installation of new historic style street lighting and associated underground wiring.
 - Existing overhead wiring and utility poles to be removed by Dominion Virginia Power. Contractor to remove attached signs and City owned appurtenances from poles and coordinate work with Dominion Virginia Power as required.
 - Installation of underground electric conduit for Virginia Power.

- Contractor shall comply with Federal and State Requirements.
 - DBE Goal is 3%
 - Contractors will be held responsible for the wage posting and reporting requirements stipulated in these documents. Contractor's employees may be subject to brief interviews with VDOT or City personnel/representatives. **Central Shenandoah Planning District Commission, under contract with the City of Staunton, will provide Davis-Bacon oversight.**
 - The Virginia Department of Transportation and the Civil Rights Division have implemented new software that will require remote access to import and track certified payroll and DBE payments. The system manages the Agency's Labor, EEO, and DBE regulation requirements and provides contractors electronic access to submit certified payrolls and subcontractor/subconsultant payment information. It provides a faster, easier, and more accurate way for contractors and consultants to meet government reporting requirements. (See sheet 6 for additional information provided by VDOT.)
- Reference Special Conditions
 - Storage of material in the Right of Way is limited to the immediate area under construction. Clear and easy pedestrian access to all places of business shall be maintained at all times. The owner is not responsible for the loss of any material stored in the Right of Way or at the site.
 - All materials for this project shall be VDOT approved and from a VDOT Approved source.
 - The contractor shall provide a superintendent and work force that is cooperative and friendly with the business community and general public. Abusive language and actions are prohibited.
 - The Contractor is advised to take steps necessary to provide the safety necessary to protect the general public in the area.
 - Concrete testing for sidewalks and concrete flatwork shall be provided at the frequency called for in VDOT's Road and Bridge Specifications, or a minimum of 1 compression test per 25 SY of flatwork, whichever is greater. Compaction testing for stone base and asphalt shall be provided at the frequency specified for local subdivision streets, or a minimum of 1 test per paved area. **Testing services shall be provided by Draper Aden Associates under Contract with the City of Staunton. Contractor to coordinate testing with Draper Aden Associates as required. All testing shall be in accordance with the VDOT LAP Manual.**
 - The project is to be constructed and completed so as to maintain one-way vehicle and pedestrian traffic at all times. Access must be maintained for trash pickup, deliveries, and handicap vehicles.

- Bid Schedule
 - Unit price bid.
 - Mobilization is limited to 7.5% of the total bid.
 - Construction stakeout is to be done by a licensed surveyor.
 - Existing meter boxes, valve boxes, signage and all other existing items shall be adjusted or relocated as necessary to perform the work shown. Payment shall be per bid schedule items, and no additional payment shall be provided for these incidental items.
 - All excavation is unclassified; no extra payment will be made for excavation required.
- Go over plans.
 - Streetscape lighting shall be Color Temperature 3000 per VDOT lighting guidelines.
 - It is the Contractor's responsibility to coordinate with Dominion Power and other co-located aerial utilities regarding the removal of existing overhead lines and pole, and schedule construction of the streetscape accordingly.
 - One week prior to beginning construction, the contractor shall submit a bar schedule outlining major work items. Within two weeks of the notice to proceed date, the contractor shall provide a detailed bar schedule. The schedule shall be updated monthly and submitted with each Request for Payment submitted. Payment shall be held until an acceptable schedule and subsequent updates are received by the City Engineer. Through traffic on side streets will need to be maintained with minimal exceptions approved by the City Engineer.
 - Contractor shall contact and coordinate with public works 48 hours prior to modifying any water meters, valves, etc.
 - Contractor shall contact and coordinate with Mark Holland in public works 48 hours prior to removing and replacing signage.
 - Contractor shall contact and coordinate with Steve Yancey in public works 48 hours prior to construction in city street.
 - Public Works: 332-3892.
- Construction Contract Estimate is \$ 1.6 Million.
- Any other questions?

Pre-Bid Zoom Webinar Instructions Q & A Enabled

Please enter the link below in your Web Browser or click the link below to join the webinar:

<https://us02web.zoom.us/j/89941448048?pwd=aHF3SIU1Y1h5RTBoMEllR2I2aHc1UT09>

When prompted enter the Password: 747139

Or you may join via Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592 or +1 346 248 7799
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When prompted provide the Webinar ID: 899 4144 8048

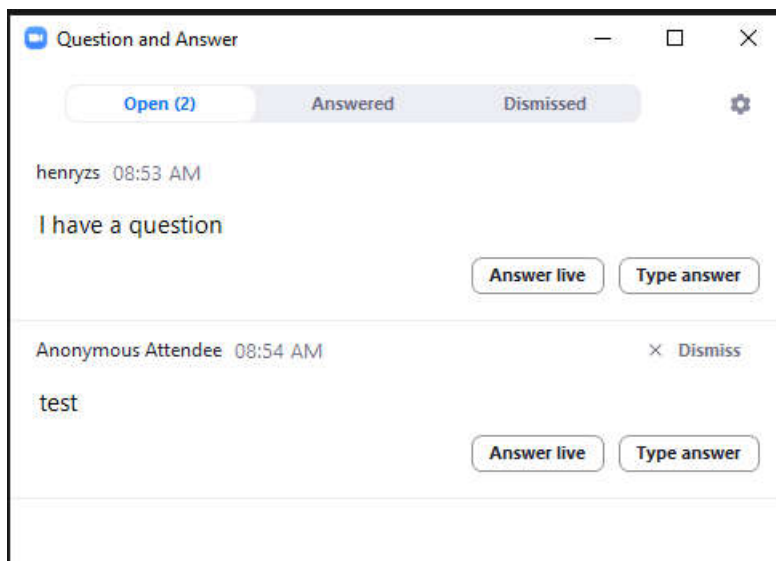
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Additional helpful information and instructions

When attendees join the meeting they will hear:

- “you have joined the meeting as an attendee and will be muted throughout meeting.”
- You can use the raise hand feature to know who has a question
 - In the zoom application there is a raise hand button
 - For those who are just calling in by phone, you can press *9 which will raise your hand as well and then attendee will hear "The host will be informed that you would like to speak"

The Q & A feature allows people to type in their questions and then as a panelist on the webinar you can manage and respond to the questions using this panel:



Bid Opening Zoom Webinar

Webinar format will not have Q & A enabled.

Please enter the link below in your Web Browser or click the link below to join the webinar:

<https://us02web.zoom.us/j/83608479392?pwd=T2lzKzFBNFdiQlhocTdvR0pFUk9uUT09>

When prompted enter the Password: 234463

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

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or +1 669 900 6833 or +1 253 215 8782

Webinar ID: 836 0847 9392

Password: 234463

Civil Rights Requirements for Pre-Bid Meeting

Form C-111 – Minimum DBE Requirements must be completed and submitted with bid or received no later than 10:00 a.m. the next business day after the time stated in the bid proposal for the receipt of bids. All firms bidding on the project will have to submit form C-111 by 10:00 a.m. the next business day if not submitted with bid.

At time of bid, if the bidder knowingly cannot meet or exceed the required DBE contract goal, they shall submit Form C-111 exhibiting the DBE participation it commits to attain as a part of its bid documents along with Form C-49, DBE Good Faith Efforts Documentation or within two (2) business days after the bid opening **or when requested by VDOT.**

Form C-112 – Certification of Binding Agreement must be completed and submitted with bid or if determined the lowest responsive and responsible bidder within three (3) business days after bids are received. DBE's bidding as prime contractors are not required to submit Form C-112 unless they are utilizing other certified DBE's as subcontractors.

Form C-48 – Subcontractor/Supplier Solicitation and Utilization Form – All bidders, including DBEs bidding as Prime Contractors, must complete and submit this form within ten (10) business days after the opening of bids or with bid.

Form C-49 – DBE Good Faith Efforts Documentation – This information must be submitted within two (2) days after bid opening if your bid does not meet the project DBE requirement or when requested by VDOT if DBE requirement is not met. **VDOT is requesting Form C-49 be submitted with bid if bidder cannot meet required contract DBE goal.**

DBE Requirement: **3%**

The only DBE firms eligible to perform work on federal-aid contracts for DBE contract goal credit are firms certified as Disadvantaged Business Enterprises (DBE) by the Department of Small Business and Supplier Diversity (SBSD). DBE firms must be certified in the specific work listed for DBE contract goal credit. A directory listing of certified DBE firms can be obtained from the SBSD website <http://www.sbsd.virginia.gov>

The contractor and all subcontractors must submit all certified payrolls and subcontractor payments, including those made to Disadvantaged Business Enterprises (DBEs), using the AASHTOWare Project Civil Rights and Labor (CRL).

Please feel free to contact Donna Brown at 540-332-7888 or Melissa Lotts at 540-332-9247 for information concerning Civil Rights Requirements with this project.

This project could be selected for EEO Contract Compliance and will be reviewed for DBE Compliance.