

## PRE-BID MEETING AGENDA (Minutes)

Tuesday January 16, 2018 10:00 p.m.

NWFWMD Const. Grant Agreement No.: 16-045

SRF Grant/Loan Agreement No.: DW32035

☑- Indicates topics were discussed by Engineer. Comments and questions will be generalized following topic. Answer will be **bold** print

### I. Introduction & Scope of Work

- A. This meeting is being audio recorded and will become part of the construction project records/Introduction of those present   
All attendants verbally introduced themselves and stated their company
- B. Please sign in on the attendance sheet   
All attendants were asked to sign attendance sheet as it was a mandatory pre- bid meeting
- C. The improvements under this project will consist of approximately 31,053 LF of PVC/HDPE low pressure sewer force main ranging from 2" to 6", 33,804 LF of associated 1 ½" HDPE services, 72 valves, 13 air/vac valves and roadway/driveway directional bores. There are estimated to be 125 residential service connections which include abandonment of the existing septic tank, a simplex grinder station, control panel and all necessary valves, fittings, septic tank disconnections, and site restoration. Additionally, the project will include the construction of approximately 20,150 LF of 3" to 10" potable water main with roadway/driveway directional bores, 48 fire hydrants, 125 water services with connection to existing residential homes, and all necessary valves, fittings, private well disconnections, and site restoration.
- D. Opening of Bids: Due 2:00 p.m. local time February 6, 2018   
Will be addressed in addendum.
- E. Award of Contract: February 13, 2018 (Anticipated)   
Will be addressed in addendum.
- F. Notice to Proceed: February 20, 2018 (Anticipated)   
Will be addressed in addendum.
- G. Number of Calendar days: **180** Substantial Completion and **210** Fully Complete   
Addendum will revise Number of Calendar Days to be 180 days for sewer main and water main work within the right of way (on lot work can begin during this time), an additional 120 days for on lot services and 30 more days for final completion (300 days Substantial Completion, 330 days to Final Completion)

### II. Bid Documents and Specifications

- A. Bid Document
  - i. Equal Opportunity, Section 3 and Segregated Facilities, Trench Safety Act, Drug-Free Work Place, etc.
  - ii. C-200
    - 1. 3.01 - Qualifications 5 days after Owners request
    - 2. 7.01 - Bid Security of 5%

iii. C-410

1. 5.01 - Basis of Bid
  - a. Contract awarded by lump sum
  - b. Paid for on a unit price basis per the associated unit prices
  - c. Two different funding agencies NFWFMD (sewer) FDEP SRF Drinking Water Program (water)
  - d. Rock Removal: 3% Sewer, 1% Water 

Rock removal item is not in the summary of quantities component of the plan set. These quantities and pay items are only included in the Basis of Bid and are included in the Lump Sum price considered for award of the contract. Quantities for this item are not foreseen but it's the contractor's responsibility to do a preliminary survey of construction area.

iv. C-520

1. 4.03 - Liquidated Damages
  - a. \$1000 each day expires after time specified for Substantial Completion
  - b. \$500 each day expires after time specified for Full Completion
2. 6.02 - Progress Payments; Retainage
  - a. Application for Payment on 20<sup>th</sup> of each month
  - b. 90% payment; 10% retainage
  - c. Per State Statute retainage can be reduced to 5% for all work over 50%
  - d. Upon Substantial Completion 100% less paragraph 15.01.E of the C-700 Standard General Conditions 

Included in the bid documents.

v. C-800

1. SC-6.03 - Contractor's Liability Insurance
  - a. Meet these requirements

B. Specifications

i. Section 01065 Permits and Fees

1. Owner
  - a. FDEP Permit to Construct/Operate Water Distribution System
  - b. FDEP Permit to Construct/Operate Domestic Wastewater Collection/Transmission System
  - c. FDOT Utility Work Within Right-of-Way
2. Contractor
  - a. Any and all other permits required to construct improvements as shown and specified in Construction Plans.
  - b. Includes but no limited to:
    - i. Building
    - ii. Plumbing
    - iii. Electrical

- iv. Septic abandonment
- v. Dewatering
- vi. NPDES

Questions:

Are you going to require a plumbing permit?

**Engineer will communicate with County to determine if a blanket permit for plumbing to residence can be issued. Alday-Howell’s inspectors will inspect septic tank abandonment in lieu of Dept of Health which will save some money. Plumbing permit requirements will be identified in addendum.**

Where does the permit cover for plumbers?

**At the right of way line. Will be addressed in addendum.**

Electrical permit required?

**Yes. The 3 options for electrical connections were briefly discussed. The electrical connection at residence will be contractor responsibility.**

- ii. Section 01310 Construction Schedules
  - 1. 10 days after effective date of agreement, Prepare and Submit to Engineer
- iii. Section 02000 Simplex Sanitary Sewer Grinder Package
  - 1. Pump
    - a. Must be centrifugal and meet the design HP, RPM, amps, flow and head requirements.
    - b. Epoxy coating and SST parts as described.
    - c. Automatic resetting, heat sensing device.
    - d. Plug and play cords

Questions:

Is plug and play cord a requirement?

**It was reiterated that the pumps must have plug and play cords as per specification.**

- 2. Wet Well
  - a. Fiberglass 24'x48"
  - b. Hang and Bang quick install/removal system
  - c. Diamond Plate powder coated aluminum lid
- 3. Valve and Valve Box
  - a. SST Check/CO/Curbstop/SST flex assembly
  - b. Box with green lid and “Sewer” on top
- 4. Control Panel
  - a. As described
- 5. **Five (5) Year parts and Labor warranty on pump and entire fiberglass package including pipe, valves, fittings, hatch cover and fiberglass basin**

Questions:

Does the 5 year warranty start when project has been accepted?

Acceptance was defined as the point at which everything has been installed and a startup walk through has been performed and signed off. The warranty period starts at that point of acceptance.

iv. Appendix A

- 1. SRF Grant/Loan requirements   
American Iron and Steel requirements were pointed out.

**III. Paperwork Submittals**

- A. Erosion/Pollution Control Plan\*
- B. Quality Control Plan\*
- C. Maintenance of Traffic Plan\*
- D. Work Progress Schedule\*

\*Approved by the Engineer and/or Owner, all paperwork shall be submitted before work begins.

**IV. Discussion of Work**

- A. Construction Sequence
  - i. Very general and open for Contractors to have room to revise make meet their needs.

Discussed limits of construction. 1500 ft per crew per day of open trench to be backfilled daily. Addendum will address new limits.

Take care to control chlorine ppm used in pipe testing to acceptable ppm as to protect flora and fauna.

- ii. Mains must be tested and approved prior to placing into service
- iii. Services can only be active on tested and approved mains
- B. Water and Sewer on same side, for most part
- C. Minimum separation
  - i. Restrained joints where don't meet as defined in plans or otherwise measured in field
- D. Air/Vac valve locations are per design profile. May need adjusting in field to be at constructed high points
- E. Fire hydrants to be placed 3' from r/w or treeline, whichever is controlling.
- F. Sewer Power Supply

Questions:

Is the public aware of project?

Ample advertising was performed. A door to door survey was conducted to assess residents' willingness to participate with 60% willing. After the Jackson County Board of County Commissioners make a few more decisions about the project, there will be a public meeting discussing the project.

Will the residents allow access to their property?

A 4 page legal document has been drafted for the resident to sign for permission to have access to their property.

- i. Inside at breaker
- ii. Outside at power pack

- iii. Require electric owner to relocate meter if inside addition
- G. Sewer Pumps signed off
  - i. Walk through at startup   
Startup walk through will include a manufacture representatives
  - ii. Turn in certificates
  - iii. Have serial numbers registered when installed and signed off   
ii. and iii. Will be contractor's responsibility
- H. Water service connection to house and well
  - i. Inside
  - ii. Outside
  - iii. Irrigation

Question:

Will we be given additional time to do home inspection to assess variance in water/sewer and electrical connection?

**Solutions discussed: 1. After 1/23/18 board meeting when the board has approved home owner form, bid process may be extended to allow for home inspection. 2. Pay items for multiple scenarios may be created to address variances. 3. An allowance may be given on a case by case scenario. This will be addressed in addendum.**

- I. Summary of Quantities
  - i. Pay items and pay item notes

Questions about electrical connections:

**Reiterated local electrical codes must be followed.**

Discussed on lot typical quantities for typical lots used for unknown quantities.

Questions about time limits and additional crews:

**Explained it is the contractor's option to use more than one crew and suggested. Explained the 1500 feet limitation for construction per day to be backfilled daily will be extend to per crew. More than one inspector can be available.**

Questions about time associated with delivering parts:

**Manufactures at meeting explained it could take up to 3 weeks and parts will be sent in sequential deliveries.**

Trenchless pay items defined as per specification.

Question about trenchless under roadway:

**Will communicate with County engineer to assert County requirements.**

Contractor had concern about pipe splitting and asked the following: Will there be fittings in cul-de sacs?

**Explained there was minimum bend radius for pipe to be installed and pressure test are to be performed with services attached.**

Question on the difference between performance turf and performance turf (sod):

**Explained performance turf is seed and mulch and performance turf (sod) is sod.**

Question about more than one septic tank to abandon:

**May add pay item to abandon more than one**

Question on lot service location variability:

**Coordination of relocation of service as needed with Inspector is possible.**

V. **Utilities** – Please see Plan Sheet 3S for list of all Utility Owners and contact information

A. Correspondence, relocates, repairs, temporary supports included in Mobilization Pay Item

Question:

Are you going to have to be a licensed plumber to do this work on this property?

**It will be clarified on an addendum.**

Are you going to provide spare any parts?

**Spare parts will be considered.**

What is your budget?

**The NFWMD construction agreement for the sewer has a budget of approximately 1.45 million. The SRF grant/ loan FDEP drinking water program for the water has a budget of approximately 1.5 million.**

Further question are due 7 days before bid date. Will be addressed in the addendum.