

2013 Street Resurfacing Project

Pre-Bid Meeting Minutes February 14, 2013

9:30 a.m. @ 6th Floor Conference Room, City Hall

1. Introductions were conducted. Purpose of the meeting is to highlight conditions in the contract prior to bidding.
2. Bid Opening is February 25 at 10:30 a.m.
3. Schedule – see Detailed Specification for Project Schedule & Construction Limits. The City will not allow “no-activity” days. Liquidated damages will be assessed in accordance with the Contract. If necessary, the bidder should expect to work Saturdays starting at the beginning of the project in order to meet the completion dates. If the Bidder is not able to meet the completion dates, this should be noted on the Time Alternate bid form page. If the Contractor has concerns with the sequencing, they may request a change during the pre-con, subject to approval by the Engineer.
 - i. Council Award is expected April 1. Notice to Proceed is expected April 15.
 - ii. Restrictions with respect to U of M game days, Art Fair dates, June 9 marathon, UM and AAPS
 - iii. Noise Ordinance hours of work are 7:00 a.m. to 8:00 p.m., Monday through Saturday. This includes restrictions on milling and paving operations.
 - iv. Work shall be limited at any given time to approximately three streets to allow for proper inspection. Do not schedule two operations on the same day, particularly milling and concrete. Also don't want milling the day after concrete placement.
 - v. Upon completion of a mill, one day should be allowed for repair of the sub-base and paving should not be rushed until the road is ready to be paved, or directed by the Engineer.
 - vi. Expect to keep a street closed overnight after paving regardless of the mix we use, unless directed by the Engineer.
 - vii. Completion of work on any street includes final pavement markings. If the Contractor feels that more time is needed, this should be indicated on the bid

forms. Once the schedule is set, the deadline includes placement of the pavement markings.

4. Concrete Items

- a. Contractor shall remove only what can be replaced in a given day – exception for streets where all curb & gutter is to be replaced
- b. Excavated materials shall be loaded directly into a truck & not stockpiled on the site.
- c. Restoration included in individual items of work.
- d. All sidewalk ramps must be constructed to meet current ADA standards.
Measurements shall be made with a 2-ft smart level.

5. Underground Items

- a. Data was not collected on all inlets, so the inlet quantity may vary by a few on each street from what is shown on the Plans.
- b. Storm Inlets - all drop inlets will be replaced with 2' diameter structures. Temporary patching of curb around structures will be included in this item
- c. Plastic pipe is allowed for storm work.

6. Tentative Scope of Work for Each Road (All is Subject to Change)

- a. All streets are to be resurfaced per the sequencing listed on the cover page. Also included on cover page is garbage pick-up day so that work can be coordinated.
- b. In the Plans, the cover sheet addresses the scope of work for each street.
 - a. Alleys can be done together. Note that mill and vibratory rollers will not be permitted on the alleys due to the proximity of the buildings.
 - b. Sunday paving is required for Barton and Depot. Project Supervisor will be required to apply for after-hours permit.

7. Project Supervision Responsibilities:

- a. This person must notify and coordinate with all agencies including the post office and AATA. The contractor supervisor is responsible for the job site 24 hours a day and shall be available should the need arise
- b. Responsible for contacting Utility Companies if damage is done to their utilities such as cable, phone, water, sewer, etc.

- c. Residents and businesses must be notified by the contractor 48 hours prior to restricting access to their street and homes. If we are not prepared to pave due to lack of notice to residents, utility companies, city and private services, we reserve the right to stop work for the entire day.
- d. A representative of the general contractor must be on site at all times.

8. Other Items

- a. The Contractor must allow sufficient time (during daylight hours) for the inspectors to assess proof rolling following the milling operation. Ideally, the proof rolling and undercuts can be done in the same day. However, if there is not enough time to perform the necessary undercuts prior to the scheduled paving day, then the paver must be rescheduled for as soon as possible. The need to reschedule the paver for this purpose will not preclude the Contractor from meeting the deadlines. Liquidated damages will still be assessed for failure to meet the schedule.
- b. A list of contact names and phone numbers are to be provided to all City Representatives.
- c. Permits: Lane closure permits are to be applied for and approved 48 hours in advance of any work to be performed. Total Road Closure permits (for major roads) must be applied for at least 7 business days in advance.
- d. Traffic Control Devices: All Type II Drums are to be checked to assure the lights are working. All traffic control devices must be in good working condition. Once traffic control devices are delivered, they are not to be removed from a street until the work is completed.
- e. Special attention is to be made to lawn sprinklers, and if they are damaged the general or subcontractor is responsible to repair them at your cost.
- f. The contract states that we have the right to add or subtract streets and items from the contract without change to the unit prices.
- g. Make sure to visit the site and assess before the bid.
- h. HMA leveling surface is to be saw cut for removal before adjusting structure covers. (possible Addendum). {post meeting – and Addendum will be issued}

- i. Private concrete work is allowed within our work zone if it is done as a savings to the home owner and does not impact the construction schedule.
- j. The Contractor is responsible to furnish sufficient trucks to keep the paving moving continuously, without stoppage due to waiting for trucks.

{Post meeting – The Engineer's Estimate is \$3.5M}

Prepared by Elizabeth Rolla. Please let the preparer know of any errors or omissions by February 20, 2013.

Sign-In List:

Elizabeth Rolla, City of Ann Arbor

Adam Ajam, City of Ann Arbor

Gary Shivley, City of Ann Arbor

Mike Andrews, M.A.C.

Kyle Toteff, Cadillac Asphalt

Wanda Dwyer, Barrett