



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

MEETING MINUTES

DATE: September 24, 2018 (10:00 AM) **PROJECT:** Old South Haven Stormwater Improvements Project (Northeast Area)

LOCATION: Porter County Government Building, 155 Indiana Avenue, Ste. 102A, Valparaiso, IN

CLIENT: Porter County Department of Development and Storm Water Management

PURPOSE: Pre-Bid Meeting

ATTENDEES: See Sign In Sheet

WRITTEN BY: Anthony Kenning, P.E.

The following items were discussed:

1. All contractors signed in.
2. Miscellaneous milestone dates were discussed as follows:
 - a. Pre-Bid Meeting: September 24, 2018
 - b. Last Day for Questions Thursday, September 27, 2018 @ 12:00 PM (local time); questions to be submitted to Michael Novotney, P.E.
 - c. Bid Due Date: Tuesday, October 2, 2018 @ 9:00 AM (local time) @ Porter County Government Building, Porter County Department of Development and Storm Water Management, Ste 311
 - d. Bid Opening: Tuesday, October 2, 2018 @ 9:00 AM (local time) @ Porter County Government Building, Ste. 205
 - e. Anticipated Bid Award: October 9, 2018
 - f. Estimated Notice to Proceed: October 29, 2018
 - g. Substantial Completion and Final Completion: See Item 3 below
3. Substantial and final completion dates were discussed as follows:

| Segment | Substantial Completion | Final Completion |
|---------|------------------------|------------------|
| A | 3/29/19 | 4/19/19 |
| B | 5/10/19 | 5/31/19 |
| C | 3/29/19 | 4/19/19 |
| D | 3/29/19 | 4/19/19 |
| F | 5/31/19 | 6/21/19 |
| CIPP | 4/19/19 | 4/19/19 |

4. Other notable dates (outlined in Special Provisions and Technical Specifications) were discussed:
 - a. 1/31/19 – Easements acquired for Segment A, B, C, F – plan work accordingly
 - b. 4/15/19 – Water main construction completion – Segment B and Segment F
 5. Compliance issues were discussed as follows:
 - a. Compliance with equal opportunity employment laws
 - b. MBE goal: 7%; WBE goal: 5% (See item 13 in Instruction to Bidders)
 - c. Rule 5 Sediment and Erosion Control Requirements
 - d. The successful bidder will be required to comply with the requirements in the County’s responsible bidding ordinance.
 - e. Weekly certified payrolls will be required to be submitted to the County.
 6. Bid submittal requirements were noted as follows:
 - a. Bid Form
 - b. Basis of Bid Form
 - c. Responsible Bidding Submittal Requirements Form
 - d. Bidders Work History Form
 - e. Bidders Organizational Experience and Workload Form
 - f. Bidders Subcontractor and Supplier Form
 - i. List entities comprising 10% or more of the bidder’s total costs
 - g. Bid Security
 - i. 10% of bid total
 7. Other bidding items were discussed:
 - a. Bids will remain open for 60 calendar days
 - b. Lowest, responsive, and responsible bidder
 - c. Acknowledgement of Addenda
 8. The successful bidder (within 10 days of NOA) shall submit:
 - a. Executed Contract, Performance Bond – 100%, Payment Bond – 100%, Certificates of Insurance
 - b. E-Verify Affidavit & Certification Regarding Investment in Iran
 9. A maintenance bond will be required upon final acceptance of work – 10% contract price, 1 year
 10. An overview of the project and different segments was provided:
 - a. Segment A: unimproved right-of-way extension of Imperial Road and proposed easement across Arbor Apartment Complex; storm sewer and asphalt drive lane restoration
 - b. Segment B: complete reconstruction of Governor Road from Midway to LaHonda including new storm sewer, street improvements, and sidewalks
 - c. Segment C: storm sewer, abandonment of existing storm sewer between Capitol Road and Baltimore Road; easement through Salvation Army property; deep and large diameter manhole; section of pipe replacement as ordered by engineer
 - d. Segment D: unimproved right-of-way extension of LaHonda Drive; tree clearing; storm sewer; partial reconstruction of Acadia Road
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- e. Segment F: complete reconstruction of LaHonda Drive and portions of intersecting streets to the south including new storm sewer, street improvements, and sidewalks
 - f. CIPP Lining: varying diameters throughout area
11. Other items discussed include:
- a. Utility Coordination
 - i. NIPSCO – several light poles to be decommissioned during contractor’s work and reinstalled in final stages of construction (see plans for locations)
 - ii. INAW – New water main construction on LaHonda, Midway, Governor is planned for this winter/spring. It is not shown on the current bidding documents. Preliminary plans for water main to be provided in Addendum. The successful bidder shall work around the new water main and coordinate work with INAW water main contractor as both projects progress. New sewer will be deep and adjacent to the new water at some locations. The successful bidder shall include provisions to work around new water main and existing sanitary sewers and maintain service. Damage to water by the successful bidder shall be repaired by successful bidder at no cost to Porter County or INAW.
 - iii. No payment will be made to the successful bidder to support and/or replace other utilities that are located in the way of construction.
 - iv. Other utilities
 - b. Subgrade Treatment – Estimated amount based on geotechnical report. Entire quantity may not be used.
 - c. Concrete pavement removal on all streets. See pay item.
 - d. Fill, excavation, concrete pavement removal, asphalt, compacted aggregate for base, topsoil – no direct measurement of quantities; therefore, no additional amounts/quantities will be approved or paid for unless project limits are increased/decreased. Figure this into your bids.
 - e. Soil and Groundwater Conditions
 - i. Challenging soil conditions exist in many areas of the project. The successful bidder needs to dewater as required and/or provide pipe subgrade stabilization as required to install the pipe.
 - ii. Tight conditions and deep sewer along LaHonda Drive between Fox River Road and Eagle Creek Road along LaHonda Drive. Future water main in area as well. Plan for construction methods to ensure sewer installed properly.
 - iii. By submitting the bid, the bidder acknowledges he/she can dewater and/or provide necessary stabilization of the trench and that this work is included in his/her bid for all segments without requesting extra payment.
 - f. Maintenance of Traffic
12. Addendum #1 may include but not be limited to:
- a. Clarification as to the existing pipe condition where CIPP lining is to occur.
 - b. Updates to warranty for CIPP lining.
 - c. Information regarding future water main work along Midway Drive, Governor Road, and LaHonda Drive.
 - d. Clarification to the detail for the finger underdrain.
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13. Questions/Discussion/Answers

- a. Discussion: A one-year warranty will be required. This will be addressed in the addendum.
- b. Question: If weather does not permit completion of the work by the deadlines, will the dates be adjusted accordingly? Answer: There may be some flexibility to the schedule if weather becomes a factor.
- c. Discussion: The water main project on Governor Road will remove portions of the existing sidewalk on Governor Road. Temporary aggregate walk will be replaced at this location and left in place for the County's contract.

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| Name | Company | Address | Office/Cell/Fax | Email |
|-----------------|-------------------------|--|---|--|
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| MARK GRIMMER | GRIMMER CONSTRUCTION | 2619 MAIN ST HIGHLAND, IN 46322 | Office: 219.924.1623 Cell: 219.746.1072 Fax: 219.924.0328 | MGRIMMER@GRIMMER CONSTRUCTION.COM |
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| Name | Company | Address | Office/Cell/Fax | Email |
|------------------|---------------|--|---|---------------------------------|
| Doug Malackowski | G.E. MARSHALL | 1301 JPKET RD VALPARAISO, IN | Office: 462-3415 Cell: 916-2015 Fax: 462-3964 | Doug.MALACKOWSKI@GEMARSHALL.COM |
| JAY FERGUSON | INSITUFORM | 2130 STUUT FIELD W. DR. INDOOLS, IN 46241 | Office: Cell: 317.408.7130 Fax: 317.643-0923 | JFERGUSON@AES10N.COM |
| Steve Drabick | Gough, INC. | 2200 E. 80th DR. Merrillville, IN | Office: 219-756-2200 Cell: 219-669-1103 Fax: | SDRABICK@GOUGHINC.COM |
| Michael Novotney | Porter County | 155 Indiana Ave., Ste. 311 Valparaiso, IN 46385 | Office: (219) 465-3507 Cell: (219) 307-3311 Fax: (219) 465-3543 | mnovotney@porterco.org |
| | | | Office: Cell: Fax: | |