

Town Hot Sulphur Springs
Rotomill 2013 Contractors Meeting
March 16th

In attendance:

Pat Acord - Acord Asphalt
Don Dailey
Ken Anderson – Town Trustee/Project Coordinator

General comments:

Trustee Ken Anderson commented the bid is not a competitive bid based on price only. The Town is looking for a contractor who is trustworthy, experienced, and provides the best solution for the Town for the price. A “low bidder” that obviously would necessitate a lot of change orders will not be favorable with the town board. Contractor should conduct a thorough preview of the construction and make recommendations regarding needed work and materials and then include the labor and equipment as a part of their bid. Firms that submit bids are strongly encouraged to attend the April 18th board meeting to answer questions the board may have or further explain the qualifications of their firm. There are changes to the list of streets in Option 2 as follows - streets on each side of the Courthouse were milled a couple years ago. These do not need to be done again.

Questions –

1. The RFP references the ability to bond on page 3. Is this a performance bond?
 - No. A Performance Bond adds unneeded cost for this size of bid. The town has a discretionary daily penalty for lack of performance as described on page 7 of the RFP. The Contractor needs to provide evidence of standard insurance or bonding in the amounts provided on pages 4 and 5 of the RFP.
2. Will the Town purchase additional materials beforehand, such as class 6 or mill, and stage these materials accessible to Contractor so work is not interrupted?
 - Yes. Contractor is expected to make recommendations on the amount of materials needed based on their preview of the work to be done. Contractor should account for the needed labor and equipment in their bid as change orders will be discouraged unless work was unforeseen or added after negotiations with the Town or Project Coordinator. Contractor is expected to purchase these materials and arrange for delivery on the Town’s behalf. Contractor will work with Town on where to stage all materials.
3. Who is responsible for the cleaning of culverts, ditches, intake pipes, etc., before construction commences?
 - The Town is responsible for this. Contractor should give Town at least one week’s notice so town can accomplish this and to notify residents to clear their curbs of objects.
4. Who is responsible for marking water valves, concrete drainage pans, manhole covers, water drains, utilities, etc?
 - The Town is. However, to prevent damage the Contractor should perform a pre-construction walk through with Town employees to insure any pertinent utilities or objects are marked to mutual satisfaction.

5. Will the Town provide the needed water at no cost to Contractor? Town should expect approx. 10K – 20K gallons per day.
 - Yes. To make construction more efficient and cost effective the Town normally has sufficient reserves and will provide this amount of water. Contractor will work with Town employees on accessing water.
6. Does the Town have an engineer who is connected with this project?
 - Not at this time. For this size job experienced contractors will have the ability to make good recommendations. If it becomes necessary Town will contract with a local engineer.
7. Given the scope of work, budget, and costs involved does the town expect asphalt fabric to be used throughout the entire project?
 - The Town recognizes some areas will just need to be milled and some areas may need some work involving additional materials. Contractor should make their recommendations as a part of their bid based upon their preview of the construction area. Their bid should include the labor and equipment needed to satisfy their recommendation. Contractor will then purchase all materials on the Town's behalf and arrange for their delivery.
8. Will the bids be opened on April 11th @ 4pm?
 - Yes. Bids will be opened and read aloud. However, the low bidder is not automatically awarded the bid. If there is an acceptable bid the town board will award it at the board meeting on April 18th. Town board reserves the right to reject all bids if it's in the town's best interest to do so. The Town also reserves the right to negotiate changes in the scope of work or services to be provided as outlined on page 4 of the RFP with the winning bidder.