

**GREENVILLE UTILITIES COMMISSION
GREENVILLE, NORTH CAROLINA**

**SPECIFICATIONS AND BID DOCUMENTS
FOR THE INSTALLATION OF
230kV POD TO BELLS FORK
115kV TRANSMISSION LINE**

Finalized Pre-Bid Meeting Notes

**Wednesday, November 16, 2016
10:00 a.m., E.S.T.**

1.0 INTENT

1.1 The intent of the Pre-Bid Meeting is to allow:

- The Owner and Engineer to emphasize portions of the Contract and Bid procedure.
- The Bidders an opportunity to ask questions and make clarification prior to submitting a bid.
- Provide information which may affect the Contractor's bid.
- Allow the bidder to visit the job site.

1.2 Only portions of the Contract will be discussed and emphasized. However, lack of discussion or clarification of any portion of the Contract does not relieve the Bidder/Contractor from conforming to the provisions of the same.

2.0 ATTENDANCE

Please sign the attendance sheet with your name under the appropriate column heading. All people attending today's meeting will receive a copy of the finalized notes.

3.0 TIME AND LOCATION OF BID OPENING (Notice to Prospective Bidders, page N-1)

3.1 Sealed proposals will be received by the Greenville Utilities Commission at their Greenville office as follows:

3.2 Time: 2:00 p.m., E.S.T.

3.3 Date: Wednesday, November 30, 2016

- 3.4 Location: **Greenville Utilities Commission**
401 S. Greene Street
Greenville, North Carolina 27834
Attention: Mr. Cleve Haddock
Procurement Coordinator

4.0 DESCRIPTION OF THE PROJECT

- 4.1 The work to be done consists of furnishing all labor and equipment, and no materials for the construction of the project:

The Contractor will perform all transmission work necessary to complete the project. Greenville Utilities Commission will perform all distribution work associated with this project.

This work includes new construction, completed in strict accordance with the Specifications and Drawings subject to the terms and conditions of the Contract. Omissions of particular reference to any such items necessary for complete installation and proper operation thereof shall not relieve the Contractor of responsibility of furnishing same.

- 4.2 **Greenville Utilities Commission will furnish all transmission material items required for the construction, unless otherwise noted.**
- 4.3 **Any and all labor, materials, and equipment necessary for additional work involved in the correction of apparent errors or inconsistencies and in executing the true intent and meaning of the Drawings and Specifications as interpreted by the Engineer shall be provided at the Contractor's expense and under no condition will any such labor, materials, and equipment be allowed as an extra.**
- 4.4 All material for this project will be stored at Greenville Utilities Commission's warehouse and issued to the Contractor as needed. The Contractor is responsible for providing an area to store all equipment for this project.
- 4.5 The site of the work is in and about the City of Greenville, North Carolina. See Vicinity Map included in Appendix No. 3.
- 4.6 Prices submitted by the Contractor should be based on performing the transmission work de-energized. However, pricing should consider existing distribution along the line route to be energized unless otherwise noted. See Section 6.0.
- 4.7 The Commission reserves the right to reduce or add to the amount of work in the Contract by up to twenty-five percent (25%).

5.0 PRINCIPAL FEATURES OF WORK

- 5.1 The principle features of work contained in this project is briefly described as follows. The descriptions are intended as a brief outline of the project. For a complete description of the projects, the Contractor should refer to the Plans and Specifications. All mileages are approximate.

<u>Task Number</u>	<u>Task Description</u>
<u>Schedule 1</u>	
1.	Construct 4.74 miles of single circuit transmission 115kV three-phase, 1272 kcmil, AAC - Narcissus and 7 No. 9 Alumoweld overhead ground wire.
2.	The project will be constructed with galvanized steel transmission structures utilizing slip-fit and flange connected vibratory base structures.
<u>Schedule 2</u>	
1.	Construct 115 feet of single circuit transmission 230kV three-phase, 795 kcmil, AAC - ARBUTUS.
2.	The project will be constructed with galvanized steel transmission structures, direct embedded.

6.0 WORK ON, OVER, AND UNDER ENERGIZED LINES

Prices submitted by the Contractor should be based on performing the majority of the work around the 34.5kV under de-energized conditions. However, 12.47kV circuits shall remain energized and the Contractor shall note the following:

6.1 115kV Transmission Line

The existing 34.5kV distribution line along the proposed line route, from STR 33 to STR 49, will be de-energized by Greenville Utilities for the duration of construction. However, the Contractor shall take all reasonable precautions to ensure existing line is de-energized and protected prior to construction. The existing 12.47kV circuits shall remain energized.

6.2 230kV POD Transmission Tap

Contractor will be required to work under and around energized 230kV transmission lines owned and operated by Duke Energy. **Duke Energy to complete fly tap jumpers.**

The aforementioned description briefly describes the work required and is intended to indicate the scope of work only. For a more detailed description of the work, refer to the Specifications, Construction Drawings and Plan & Profile Drawings.

DANGER

All lines are to be considered energized, unless clearly grounded in accordance with Greenville Utilities Commission or the Contractor’s work rules, which ever is more stringent.

7.0 PROPER SIGNING AND EXECUTION OF PROPOSALS

Bidders are cautioned that there are several places in the Proposal which require signatures on execution. Care should be taken to assure the following pages are signed and/or executed.

Description	Contract Section	Page No.
Contractor’s Proposal:		
➤ Proposal (2 copies)	Contractor’s Proposal	P-1 – P-2
➤ Assembly Units	Contractor’s Proposal	P-5 - P-17
➤ Proposal Summary	Contractor’s Proposal	P-18
Copy of Contractor’s License	Contractor’s Proposal	P-21
Good Faith Efforts	Contractor’s Proposal	P-24
Letter of Compliance to E-Verify	Contractor’s Proposal	P-40
Iran Divestment Act Certification	Contractor’s Proposal	P-41
Bid Bond (<i>or certified check</i>)	Contractor’s Proposal	P-42
Power of Attorney	Contractor’s Proposal	P-45

8.0 BID PROCEDURE

8.1 Bid Proposals will be publicly opened in alphabetical order and recorded on a preliminary bid tabulation sheet.

8.2 Proposals will be initially checked for bonding requirements, signatures, and exceptions. Any Bid Proposal which, when opened, is found not to have a Bid Bond or Certified Funds in the amount of five percent (5%) of the Contractor’s Proposal, or is not duly signed and sealed on page P-42, will be rejected and returned to the bidder.

- 8.3 Proposals meeting the requirements of paragraph 8.2 above will be publicly read and recorded on a preliminary Tabulation of Bids sheet.
- 8.4 After the public Bid Opening, Booth & Associates, LLC will assist Greenville Utilities Commission in analyzing the bids for compliance with the specifications and bid documents, mathematical accuracy, and balance.
- 8.5 Once an evaluated low bidder has been determined, Greenville Utilities Commission will present their recommendation to the Board for award to the successful bidder.
- 8.6 All bidders participating in the bid process will receive a copy of the finalized Tabulation of Bids sheet.
- 8.7 Assuming approval by the Board, the Engineer will assist Greenville Utilities Commission with the execution of contract documents.

9.0 MANNER OF SUBMITTING PROPOSALS (Instructions to Bidders, page IB-1)

- 9.1 Proposals and all supporting instruments must be submitted on the forms furnished by the Owner and must be delivered in a sealed envelope.
- 9.2 The sealed envelope must be marked as follows:

**Greenville Utilities Commission
Greenville, North Carolina
Specifications and Bid Documents
For the Installation of 230kV POD to Bells Fork
115kV Transmission Line
Not to be opened until 2:00 p.m., E.S.T.
Wednesday, November 30, 2016**

- 9.3 All Proposals must be completed in ink or typewritten.
- 9.4 Alterations or interlineations must be made prior to submission, initialed, and dated.

10.0 BID SECURITY (Instructions to Bidders, page IB-2)

- 10.1 Each Proposal must be accompanied by a Bid Guarantee.
- 10.2 The Bid Guarantee may consist of a Bid Bond or a Certified Check.
- 10.3 The Bid Guarantee must be in the amount of five percent (5%) of the total proposal. Bid Guarantees must be made out to the Greenville Utilities Commission. Original signed and sealed Bid Bond must accompany signed contract.
- 10.4 Bid Bonds will only be accepted on the form provided (Page P-42).

10.5 Certified Checks must be made using a bank that is a member of the Federal Deposit Insurance Corporation. Checks shall be made payable to Greenville Utilities Commission.

11.0 OWNER-FURNISHED MATERIALS

11.1 The Commission shall furnish all transmission material items required for construction, unless otherwise noted.

11.2 Owner-furnished materials will be made available at the Owner's Warehouse located as follows:

- **GUC Warehouse (801 Mumford Road)**
- **Poles for Schedule 1 (3910 Charles Blvd. – Across from Bells Fork Substation)**
- **Poles for Schedule 2 (2623 Mills Road – Greenville 230 POD)**

11.3 There shall not be any mid-span splices used on this project.

12.0 PURCHASES OF MATERIALS NOT FURNISHED BY THE OWNER

12.1 All materials furnished by the Contractor must be in accordance with the specifications and approved by the Engineer and the Commission.

12.2 Some construction unit quantities have been estimated and are indicated in the proposal pages.

13.0 DESCRIPTION OF CONTRACT

Section Description	Page
<u>REQUEST FOR PROPOSAL</u>	
Notice to Prospective Bidders	N-1
Definitions	D-1
Instructions to Bidders	IB-1
General Conditions	GC-1
Special Conditions	SC-1
Contract	C-1
<u>FORM OF PROPOSAL</u>	
Proposal	P-1
Terms and Conditions	P-2

Addenda/Clarifications/Bulletins	P-4
Labor, Material and Unit Pricing Proposals	P-5
Proposed Construction Schedule	P-19
Certificate of Insurance	P-20
Copy of Contractor's License	P-21
Form of Exceptions	P-22
Equal Employment Opportunity Affidavit	P-23
Good Faith Efforts	P-24
Proposed Project Management Staff	P-37
References	P-38
List of Subcontractors	P-39
E-Verify Compliance	P-40
Iran Divestment Act Certification	P-41
Bid Bond	P-42
Performance Bond/Payment Bond	P-43

TECHNICAL SPECIFICATIONS

Technical Specifications – Tubular Steel Structures	S-1
Tubular Steel Structures – Installation Specifications	S-18
Technical Specifications – Material Specifications	S-29
Technical Specifications – Installation Specifications	S-34

APPENDICES

1. Assembly Unit Drawings
2. Spacing Drawings
3. Vicinity Map
4. Bid and Construction Schedule
5. Stringing Sag Tables
6. Soil Boring Logs
7. Plan and Profile Drawings
8. Forms:
 - a. Change Order

14.0 LICENSE (Notice to Prospective Bidders, page N-1; Instructions to Bidders, page IB-1); Certificate of Insurance P-20)

In accordance with the State of North Carolina Chapter 87, General Statutes 87-15, Contractors performing work of this caliber in the State must be licensed to do so. A current copy of the Contractor's State of North Carolina Board for General Contractors License must be provided prior to award of a Contract to the Successful Bidder. Additionally, a valid license must be maintained during the course of the work.

15.0 TIME AND MANNER OF CONSTRUCTION (*Instructions to Bidders, page IB-3*)

15.1 The starting date for work under this Contract shall be no later than April 3, 2017, unless agreed to otherwise by the Greenville Utilities Commission. The Contractor shall have indicated in his Proposal the number of calendar days he will require to perform the work. Time for completion shall be extended for delays due to bad weather days, or other special cases with the written consent of the Commission and/or Engineer. All construction under this Contract must be completed on or before two-hundred and forty-one (241) calendar days from commencement of construction. **Construction must be completed by November 30, 2017.** (See Bid and Construction Schedule, Appendix 4)

15.2 Failure to comply with Completion requests will result in Liquidated Damages of Five-Hundred (\$500.00) Dollars per calendar day. (General Conditions, page GC-3)

16.0 RIGHT-OF-WAY (*General Conditions, page GC-4*)

16.1 The Owner will obtain all easements and/or rights-of-way required for the project.

17.0 PROPERTY OWNER CONCERNS

17.1 Between Poles 6 – 7: Caution, Owner’s septic drain field.

17.2 Caution: Underground water, sewer, and gas in vicinity of line route. Contractor responsible for locating underground utilities prior to construction.

18.0 GENERAL NOTES FOR CONSTRUCTION

18.1 Greenville Utility Commission to take delivery of poles. Poles to be stored in field across from Bells Fork Substation.

18.2 12.47kV and 34.5kV circuit lines may be de-energized during construction.

18.3 Keep inside 15’ easement during construction. Seek Greenville Utility Commission’s approval if need to work or drive outside of the transmission line easement.

18.4 Distribution between structures 89 – 92 may be de-energized.

18.5 All existing 12.47kV distribution to remain energized.

19.0 PROJECT PERMIT REQUIREMENTS

19.1 Obtaining and compliance with all local permits and ordinances is the responsibility of the Contractor.

- 19.2 Obtaining all Federal and State permits is the responsibility of the Greenville Utilities Commission.
- 19.3 Compliance with all Federal and State regulations is the responsibility of the Contractor.

20.0 WETLAND RESTRICTIONS

- 20.1 Wetland delineation/identification by Greenville Utilities Commission.
- 20.2 Any excavation for poles in wetland areas shall utilize extra precaution to avoid disturbing the root mat around the excavated area. Tree stumps and root mats must be left intact in forested wetlands.
- 20.3 Any excess excavated soil in wetland areas must be removed from the wetland area and deposited (spread evenly) on higher ground.
- 20.4 No mechanized clearing (bulldozers) in jurisdictional wetlands.
- 20.5 Minimize soil disturbance in jurisdictional wetlands (use mats where possible).
- 20.6 Maintain preconstruction contours in jurisdictional wetlands.

21.0 TRAFFIC CONTROL DURING CONSTRUCTION

- 21.1 The Contractor shall enter and exit the right-of-way at those locations specified by Owner or the Engineer.

It shall be the responsibility of the Contractor to maintain safe and unobstructed control of traffic along North Carolina Highways, State Roads, other construction, and access roads within the project area. The Contractor shall obtain sufficient and suitable traffic cones, barriers, warning signs, and other devices necessary to maintain a safe work environment for crews and the general public. Traffic control must be provided for in accordance with the Manual of Uniform Traffic Control Devices (M.U.T.C.D.), the North Carolina Department of Transportation (N.C.D.O.T.) Supplement to the M.U.T.C.D., all local ordinances, and as approved by local and state authorities.

22.0 PRE-CONSTRUCTION CONFERENCE

The Pre-Construction Conference to be determined at a later date.

23.0 GENERAL QUESTIONS AND DISCUSSIONS

- 23.1 Are proposal pages available in Excel format? Yes. Excel format will be provided to Greenville Utilities Commission and posted to their RFQ website.
- 23.2 There is no Swift Plan in place.
- 23.3 Vibration monitoring needed – Contractor to arrange third party analysis for any structure being installed within 50’ of a building or dwelling. 3rd party shall issue a report to Greenville Utilities Commission/Booth & Associates, LLC for record within 30 days of pole installation.
- 23.4 Contractor responsible for modifying existing distribution for installation of transmission line.
- 23.5 Vibratory caisson birth orientation may be rotated as needed. Keeping in mind that pole tube orientations remain as designed.
- 23.6 Contractor to coordinate lane closures with NCDOT.

24.0 ADJOURN TO FIELD REVIEW PROJECT

- 24.1 Will the suspension clamps be cushion grip or armor rod? Cushion grip.
- 24.2 Compression or bolted DE’s? Bolted

25.0 RECONVENE TO ANSWER QUESTIONS

None