



MEMORANDUM

TO: Attendees and Planholders

FROM: Durk Tyson, P.E. *DT, Jr.*

SUBJECT: Pre-Bid Conference Minutes
Greenville Utilities Commission / RFB 17-43
GCP-93 Southwest Bypass Natural Gas Main Relocation

DATE: August 1, 2017

A Pre-Bid Conference for the subject project was held in the Engineering Center Conference Room of Greenville Utilities Commission (GUC) at 801 Mumford Road, Greenville, NC 27834 on Tuesday, August 1, 2016 at 10:00 a.m. Attendance was documented on a sign-in sheet, a copy of which is attached to this memorandum.

Following the welcome and introductions, Durk Tyson provided a short project overview and shared the following information with the attendees:

- The scope of the project generally includes:
 - Construct, test, purge, and gas-up of the Southwest Bypass Natural Gas Main Relocation.
 - The proposed 8-inch PE natural gas main is approximately 1.7 miles in length. The route of the proposed gas main begins at Pepsi Way and follows NC-11 to the north paralleling NC Hwy 11 / US 264 Bypass, and terminates at Old NC-11, south of Old Snow Hill Road.
 - Construction will be within GUC utility easements and/or public utility easements.
 - As designed, there are four (4) horizontal directional drills (HDDs) and the remainder of the construction is designed to be performed by conventional means.
 - The new gas main is to be air tested to 90 psig for a maximum allowable operating pressure (MAOP) of 60 psig.
 - Upon completion of the new gas main, the Contractor will be responsible for transferring the existing customers to the new main and abandoning the existing 8" steel main.

- Although the Owner and Engineer will make a sincere effort to answer all questions to the best of their ability, Bidders are reminded to rely only on written information contained in the Contract Documents and Addenda.

- Attendance at the Pre-Bid Conference is not mandatory. Minutes of the Pre-Bid will be prepared and issued to all plan holders.
- Bids will be received on Tuesday, August 10, 2017 at 10:00 a.m., in the same location as the Pre-Bid Conference (Engineering Center Conference Room at 801 Mumford Road, Greenville, NC 27834). Refer to the Advertisement to Bidders for details on submitting the Bid.
- Upon receipt of satisfactory bids, GUC expects to proceed with awarding the contract and beginning construction. The contract time limit for this project will be 75 consecutive calendar days and liquidated damages are set at \$500.00 per calendar day.
- Questions that arise prior to opening of bids should be directed to the Engineer with a copy to the Owner in accordance with Article 7.02 of the Instructions to Bidders. Questions received less than seven (7) days prior to the date of the opening of Bids may not be answered.
- This will be a unit price contract (refer to Bid Schedule, Page 3 – Bid).
- Bid bond or Bid deposit in an amount equal to not less than five percent (5%) of the proposal **is required**.
- Performance bond and payment bond are required.
- Properly completed and executed Bid Proposal Package with original signatures and seals, is required.
- Compliance with the Greenville Utilities Commission M/WBE Program is required. The appropriate completed MB forms must be submitted with the bid.
- GUC will provide the materials listed in the Bill of Materials on Sheet T3 of the construction plans (TS 3.3.1). Any major errors in the anticipated quantities should be brought to the Owner's attention.
- The contract does not include any provisions for rock excavation as it is not anticipated on this project. A soils report is included in the bid documents.
- The Contractor shall submit a current copy of their Operator Qualifications (TS 1.4), Drug Testing (TS 1.5) programs in accordance with the project specifications. GUC may require Contractor's personnel to re-qualify on certain items such as fusion.
- GUC will provide personnel to inspect and collect as-built information for this project (TS 3.5.1). GUC Gas crews' normal work hours are 10 hour days / 5 days a week. The contractor may be allowed to perform non-covered tasks outside of normal work hours.
- The Contractor shall provide bore logs for all pipe installed by horizontal directional drills.

After the Owner concluded their presentation, the floor was opened for questions:

- When transferring the existing customers over to the new main, by-pass lines will be required to keep them in service during the change-over. There are two 4-inch PE mains to reconnect and one 2" PE service to reconnect.
- The Owner and Contractor will mutually agree upon the start date for the project in accordance with the Article 4.01 of the Standard General Conditions of the Construction Contract.
- The Owner will be responsible for providing the surveys necessary to establish the reference points for construction in accordance with Article 4.03 of the Standard General Conditions of the Construction Contract.
- The connection to the existing main will be completed with a bottom-out fitting, 8" steel 90° bend and transition fitting (Sheet C6).
- The construction drawings (Sheet C3) indicate an open-cut crossing of Elliot Dixon Drive, based upon NCDOT's plans to remove a section of this roadway. However, the construction sequence may dictate a horizontal directional drill at this location. The contractors were instructed to bid the project according to the plans, and the actual construction methods would be addressed at the time of the installation.
- Upon completion of the new main, the existing steel main will be purged with air and abandoned in place by installing steel caps.
- Based upon a review of the NCDOT Roadway Plans for U-2250, the proposed pipeline associated with this project is outside of the grading limits for the roadway construction.
- Delays in the Contractor's progress will be addressed as stipulated in Article 4.05 of the Standard General Conditions of the Construction Contract.
- During the installation of the pipeline, a minimum of 12" separation will be maintained from all other utilities.
- The profile view on Sheet C2 of the construction drawings, between Station 25+00 and 26+00, calls out two 90° Bends that are not necessary and will not be installed.
- The contractor will be allowed to install pipe by HDD in lieu of open cut for convenience. HDDs completed for convenience will be at the open-cut price. The HDDs specified on the plans will be paid based upon the actual installed quantity.
- Extra tracing wire will be provided to the contractor if requested to pull double wires with HDDs.
- Meeting was adjourned at 11:15 a.m.

PRE-BID MEETING

Tuesday, August 1, 2017 @ 10:00 a.m.

OWNER: Greenville Utilities Commission
 PROJECT: GCP-93 Southwest Bypass Natural Gas Main Relocation
 CONTRACT: RFB 17-43
 MEETING LOCATION: 801 Mumford Road
 Greenville, NC 27834

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