

CITY OF COPPERAS COVE

THE NARROWS PEDESTRIAN IMPROVEMENTS

CSJ 0909-39-131, etc.

PRE-BID MEETING

Date: Thursday, May 7, 2020 Time: 10:30 a.m.

Location: Copperas Cove Technology Center, 508 S. 2nd Street, Copperas Cove, Texas

Name	Representing	Phone	E-mail
Jerry Landes	MRRB Group	(254) 721-5535	jlandes@mrbgroup.com
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Gil Gregory	MRRB Group	(254) 931-9335	gil.gregory@mrbgroup.com
Keith James	TTG Utilities	254 223-5151	kjames@utilities.com
Dustin Chappell	Martin Marietta ReadyMix	254-392-2761	dustin.chappell@martinmarietta.com
JAMES WHITE	CITY OF COPPERAS COVE	254-392-1469	J.White@COPPERASCOWE.TX.GOV
Ryan Havelah	COCE	254-597-4221	rhavelah@copperascovetx.gov
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**PRE-BID CONFERENCE
CITY OF COPPERAS COVE
THE NARROWS PEDESTRIAN IMPROVEMENTS
TxDOT CSJ 0909-39-131, etc.
May 7, 2020 at 10:30 a.m.
AGENDA**

- 1. WELCOME, SIGN-IN AND INTRODUCTIONS**
- 2. PROJECT DESCRIPTION**
- 3. ACCESS TO SITE DURING BIDDING PERIOD**
- 4. BID FORM**
- 5. QUESTIONS CUT-OFF AND ADDENDA**
- 6. PERMIT AND ROW CONDITIONS**
- 7. CONSTRUCTION SCHEDULE**
- 8. SUPPLIERS AND SUBCONTRACTORS LIST**
- 9. CHANGE ORDERS AND FIELD DECISIONS**
- 10. RECORD DOCUMENTS**
- 11. PAYMENT REQUEST**
- 12. LIQUIDATED DAMAGES**
- 13. TRAFFIC CONTROL**
- 14. STORAGE OF MATERIALS AND SECURITY**
- 15. PROTECTION OF EXISTING UTILITIES**
- 16. SAFETY**
- 17. HOUSEKEEPING**
- 18. WORK HOURS**

1. Welcome, Sign-in and Introductions
 - Anthony Beach, MRB Group (online)
 - Jerry Landes, MRB Group
 - Janet Sheguit, MRB Group (online)
 - Erika Kunkel, TxDOT (online)
 - Keith Kuzel, MRB Group (online)
 - Dawna James, TTG Utilities (online)
 - Bobby Lewis, City of Copperas Cove
 - Tamara Gast, City of Copperas Cove
 - Scott Osburn, City of Copperas Cove
 - Velia Key, City of Copperas Cove
 - Stephanie Potvin, City of Copperas Cove
 - Jim White, City of Copperas Cove
 - Kevin Keller, City of Copperas Cove
 - Keith James, TTG Utilities
 - Dustin Chappell, Martin Marietta Ready Mix

2. Project Description

The project consists of sidewalks, ADA ramps, driveways, railings, and signage.

3. Access to Site During Bidding Period

The project will be constructed within City R.O.W. for Mueller St., Constitution Dr., Robert Griffin III, Dr., Old Copperas Cove Rd., and Charles Tillman Way.

4. Bid Form

- Bids guaranteed for 30 Days following the bid opening (page 4)
- Bid form is included in the Bid Manual. No modifications accepted. (page 6)
- Bid Security in the amount of five percent (5%) of the Bid (page 7)
- Performance bond and Payment bond will be required (page 8)

5. Questions cut-off and addendum

- Cut-off date Friday, May 8 at 5:00 PM
- Addendum will be issued Monday, May 10 before 5:00 PM
- Acknowledge on Bid Form

6. Permit and ROW Conditions

- Project will be constructed within City of Copperas Cove R.O.W., or easements.
- Permitting requirements will be reviewed by the City and clarification will be made in Addendum No. 2

7. Construction Schedule

- City must approve of bids prior to Notice to Proceed

- Earliest City Council meeting to consider bids is: last meeting in June or first meeting in July _____
- Final Completion 365 calendar days (page 11)

8. Suppliers and Subcontractors List

Contractor will be required to submit a list of suppliers and subcontractors upon award of the contract. TxDOT must approve the list.

9. Change Orders and Field Decisions

- Minor changes (no change in price) may be authorized by engineer.
- Change in price requires City and TxDOT approval. No work until approved.

10. Record Documents

- The contractor is responsible for keeping one set of record documents.

11. Payment Request

- The contractor should submit a payment request form to the engineer for approval.
- Pay Requests must be reviewed and initialed by inspector prior to submittal to engineer.
- City pays out twice a month. City finance department will coordinate with MRB Group on when payment will be made to contractor.

Erika at TxDOT stated that communication with them is imperative.

12. Liquidated Damages

See schedule in Special Provision to Item 000 (page 127 / 140)

13. Traffic Control

- Contractor is required to establish and maintain all required traffic control.

14. Storage of Materials and Security

- The contractor is responsible for finding locations to store materials. The contractor is also responsible for making sure that materials purchased for this job are stored in secure areas.

15. Protection of Existing utilities

- There are existing utilities located within the construction area. It is the responsibility of the contractor to have the utilities located and to protect them during the construction period.

16. Safety

- We take job safety very seriously and this includes your employees, the traveling public and residents in the area.
- All excavations must be backfilled or covered at the end of each work and for all non-working days.

17. Housekeeping

- All areas must be kept clean and free of blowing debris. All erosion and sediment control devices must be maintained in accordance with the sediment and erosion control plan.

18. Work Hours

- No work earlier than 7:00 am or later than 7:00 pm unless approved in advance by the engineer.
- Some night-time work will be approved for construction of driveways.

Additional Comments:

Erika (TxDOT)

They will be doing periodic site visits and are there to assist to make the project run smoothly. Communication is key.

Erika reviewed documents that will be required in submission of bid.

Janet (MRB Group)

Stated that there is a lot of paperwork involved due to the project being a TxDOT/FHWA project.

Bids will be received at City Hall, 914 S. Main, Suite G at 2:00 p.m. Friday, May 15th. Bid opening will be at Technology Center, 508 S. 2nd Street at 2:05 p.m. A teleconference method will be set up and posted by the City and on www.CivcastUSA.com.