

EATON COUNTY
Carrier Creek Drain
DIVISION IX – Pre-Bid Meeting
February 7, 2006

MEETING MINUTES

- I. Welcome – 2:00 p.m. on February 7, 2006.
- II. Sign-in Sheet – Attached to meeting minutes
 - A. Chris VanArsdale advised that bidders must be present during the discussion of Bidding Information.
 - B. Acceptance of the Bid will be determined by the Drain Commissioner or his representative at the time of opening.
- III. Introduction – David Wilcox/Chris VanArsdale covered this section.
 - A. Project Contacts
Questions should be addressed to Chris VanArsdale, Spicer Group, Inc., Saginaw Office, 230 S. Washington Avenue, P.O. Box 1689, Saginaw, Michigan 48605-1689, cell phone (989) 239-2967
 - B. This meeting will entail an overview of the project, bidding information, construction schedule, specifications, and questions and answers.
- IV. Division IX - General Project Overview – Chris VanArsdale covered this section.
 - A. Discussed the installation portion of the contract.
 - B. Discussed the three procurement contacts already awarded for Division IX.
 - C. Advised that this portion of the Division IX contract is for the installation of the procurement items and ancillary components.
 - D. Detention Area A structures were discussed.
 - i. Advised that installation would be required to be completed by the contractor.
 - E. Power Distribution was discussed and prospective bidders were advised of the following:
 - i. The Lansing Board of Water & Light has 4 structures located within the project area.
 - ii. Consumers Energy has 1 structure located within the project area.
 - iii. All transformers are currently installed.
 - iv. The Lansing Board of Water & Light and Consumers Energy have given authorization for connection to their secondary transformers.
- V. Coordination with other contactors – Chris VanArsdale covered this section.
 - A. Prospective bidders were advised that sleeves will be placed into the concrete and will run under the front door and out to the other side of the road, so they will not be held up during construction.
 - B. Equipment will be shipped and stored by the owner.
 - C. Advised that if they have a place to store locally, equipment can be stored at their site.
- VI. Bidding Information

- A. Bid documents were briefly reviewed.
- B. Spicer advised of the following specific items:
 - i. Advised prospective bidders that there is a bid slot for a 300 hourly bid.
 - ii. Bids must rec'd by February 21, 2006 at 2:00 p.m. in person at the Carrier Creek construction trailer.
 - iii. Advised that all drawings being used for the project must have a label indicating that they are accepted and approved for use
- C. Addendum
 - i. None issued to date.
 - ii. An addendum will be issued as a result of this meeting.
 - iii. All questions need to be supplied to Chris VanArsdale by February 14, 2006, so that they can be answered in the addendum.
 - iv. The addendum will be supplied to the prospective bidders by February 15, 2006, via facsimile transmission and will also be posted on the Carrier Creek Web Site at www.carriercreek.com.
 - v. Bid Opening will be held on Tuesday, February 21, 2006, at 2:00 p.m.
- D. Examination of Division IX Contract Documents.
- E. Bid Security – Larry Protasiewicz covered this section.
- F. Insurance Requirements – Larry Protasiewicz covered this section.
 - i. Advised prospective bidders that insurance requirements on General Motors sites were higher than other project areas.
 - ii. Advised that prospective bidders would not be required to provide an MCS 90 Endorsement, as is indicated in the Supplemental Conditions.
- G. Work Days and Times – Larry Protasiewicz covered this section.

VII. Questions or Comments from Bidders

- Question 1: Whether a list of components is being provided to the contactors?
 Answer 1: Each of the technical bid specifications address this question.
- Question 2: Will float switches be provided by the owner?
 Answer 2: Yes.
- Question 3: Are the telephone utilities going to run the cable to the buildings?
 Answer 3: All cables will be run from the transformer pad.
- Question 4: The specifications indicated that the installation of the surveillance equipment must be installed under the manufactures supervision, is this going to be a requirement?
 Answer 4: Chris VanArsdale will review the bid specifications to determine whether is will be a requirement. Until a final answer is provided, please plan on doing the installation.
- Question 5: How will the contactors cross Willow Highway?
 Answer 5: The electricians will not need to cross Willow Highway, as the cable has already been installed.
- Question 6: What are the starting and completion dates?
 Answer 6: Installation can begin as soon as the materials are ready. The shop drawing for the control panels are done. The generators still need to be constructed, but the waiting period is on the structures.

- Question 7: Is there a hard completion date?
Answer 7: Yes, Substantial Completion is scheduled for September 2007.
However, Chris VanArsdale will confirm the exact date will and place that information in the minutes.
- Question 8: Is a performance bond required?
Answer 8: Yes, which is to be include in the 300 hour allotment.
- Question 9: Is there going to be an area provided for the placement of a hob site trailer?
Answer 9: Yes.
- Comment 1: Spicer advised that there are weekly meetings held at the construction trailer to discuss the project and coordination.
- Comment 2: Spicer recognizes that the completion of the electrical contracts is contingent upon other contractors completing their work. And therefore, they aren't going to be held to the strict completion dates for liquidated damages.
- Comment 3: Spicer advised contractors that contractor coordination is working well and contractors are paid on a bi-weekly basis.
- Comment 4: Storage area on-site needs to be an enclosed trailer.