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## **MEETING MINUTES**

April 20, 2021 10:00 am  
155 Indiana Ave., Ste. 311, Valparaiso, IN  
Pre-Submittal Meeting  
Shorewood Forest Stormwater Infrastructure Study  
Storm Sewer Televising

### **1. Sign-in and Introductions**

Sign in sheet was passed around to all attendees (attached) and introductions were made.

### **2. Project Overview**

An overview of the project was provided.

The project is located in the Shorewood Forest Subdivision. The project generally consists of televising approximately 28,300 linear feet of storm sewers, which range in size from 12 inches to 42 inches in diameter, and include corrugated metal pipe (CMP), reinforced concrete pipe (RCP), and other storm sewer serving the Shorewood Forest Subdivision.

Light and/or heavy cleaning of the storm sewers may be required in order to facilitate the televising work. The successful respondent, in conjunction with the Department, shall determine whether such light and/or heavy cleaning is necessary prior to the start of the cleaning and/or televising of any storm sewer run. Such determination shall be based upon a setup at the storm sewer structures located at both the upstream and downstream ends of a storm sewer run and a review of the video inspection attempted as part of each setup. Based on the results of such setup, the successful respondent, in conjunction with the Department, shall determine the whether the manhole reach is to be video inspected, light cleaned, heavy cleaned, or not subjected to any further investigation.

The successful respondent shall have the capabilities to open lids and all other types of covers on storm sewer structures in order to obtain access to the storm sewers for the televising work. Lids and other types of covers damaged during the performance of the work shall be replaced by the successful respondent at no additional cost to the Department. The successful respondent shall also have the ability to access all storm sewer structures and outfalls through rear yards, side yards, and open spaces without causing damage to private property. All areas disturbed during the performance of the work shall be restored by the successful respondent at no additional cost to the Department.

### **3. Addendum**

- A. Addendum #2 to be issued following the Pre-Submittal Meeting by the end of day Thursday, April 22<sup>nd</sup> to address any questions that may arise that materially affect the request for quotes and/or contract documents.

### **4. Notable Dates**

- A. Pre-Submittal Meeting: April 20, 2021, 10:00 am local time.
- B. Last Day for Questions: Wednesday, April 21, 4:30 pm local time, to allow for release of final addendum by end of day, Thursday, April 22.

- C. Quote Due Date: Monday, April 26, 2021 10:00 am local time, Porter County Department of Development and Stormwater Management, 155 Indiana Ave., Ste. 311, Valparaiso, Indiana 46383.
- D. Quote Opening: Monday, April 26, 2021 10:00 am local time, at the Porter County Administration Center, 155 Indiana Ave., Ste. 311, Valparaiso, Indiana 46383.
- E. Anticipated Contract Award: Tuesday, April 27, 2021 9:00 am local time at a regular meeting of the Storm Water Management Board, 155 Indiana Ave., Ste. 205, Valparaiso, Indiana 46383.
- F. Substantial Completion: September 4, 2021, following issuance of the Notice to Proceed, with Final Completion 15 days thereafter.

## 5. Questions & Answers

Q1: What are the restrictions for allowable work hours?

A1: Per Section 107.28 of the General Specifications, construction within 1,000 feet of an occupied residence shall be confined to the period between the hours of 7:00 AM and 7:00 PM on weekdays and between the hours of 8:00 AM and 6:00 PM on Saturdays.

Q2: How should the cleaning of the storm sewer pipes near the outfalls be managed? Is it acceptable for the accumulated sediment to be washed into the lake?

A2: The Contractor shall investigate and clean, as necessary, all storm sewer pipes that drain directly into Lake Louise. The Department shall coordinate with the Shorewood neighborhood regarding the necessity of this storm sewer cleaning work.

Q3: Is it possible to accommodate for parked construction vehicles near the Shorewood Forest subdivision?

A3: The Contractor may stage their equipment at either the Porter County Highway Department's Center District Facility (located at the intersection of SR2 & CR 50 W). Alternatively, the Contractor may stage their equipment at the Shorewood Forest Utilities Maintenance Facility (located in Shorewood Forest subdivision, at the water tower off of Shorewood Drive, just south of the main entrance to the subdivision off of US30).

Q4: The contract indicates that heavy storm sewer cleaning will be handled on an hourly basis. How should that be calculated?

A4: Heavy cleaning of the storm sewers may be necessary in some instances. The total extent of this cleaning is unknown and for that reason a \$30,000 heavy cleaning allowance has been included in the contract, as shown on the Basis of Quote Form. The Contractor shall provide an hourly rate for this heavy cleaning work, which will be paid on an hourly basis and deducted from the \$30,000 heavy cleaning allowance as the job progresses.

Q5: Explain, in more detail, the “Manhole Setup” work item?

A5: The “Manhole Setup” fee has been provided as a means of compensating the contractor for the initial time required to setup televising equipment and take an initial look at a storm sewer system to learn the extent of cleaning required. The number provided in the Basis of Quote Form equals the total number of storm structures plus outfalls.

Q6: Given the potential for severe weather and rain events during the summer months, may the contract time be extended?

A6: Some weather delays have been accounted for with the September 4, 2021 substantial completion data, and the contract time will not be extended.

Q7: Can you include the locations of the observed pipe failures/sinkholes in the storm sewer and culvert inventory map?

A7: The locations of pipe failures/sinkholes is shown on the revised storm sewer and culvert inventory maps.