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## **MEETING MINUTES**

June 17, 2021, 10:00 am

155 Indiana Ave., Ste. 311 and Video Conference

Pre-Bid Meeting

Saddlebrook Subdivision–Storm Water Management System Improvements

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

### **2. Project Overview**

The project is located between CR 50 W and CR 100 W on the north side of CR 900 N in the Saddlebrook Subdivision. The project consists of the installation of storm sewer and storm sewer structures to replace a failed septic system perimeter drain outlet tile (i.e., master tile). The project also includes enhancements to the detention basin. The overall purpose of the project is to enhance the drainage and storm water management services provided to the surrounding property owners by improving the area's storm water infrastructure.

### **3. Overview of Bidding Documents & Bidding Requirements**

- A. Bid Form
- B. Basis of Bid Form
  - i. Base Bid
- C. Bidders Work History Form
- D. Bidders Organizational Experience and Workload Form
- E. Bidders Subcontractor and Supplier Form
  - i. List entities comprising 10% or more of the bidder's total cost.
- F. Bid Security
  - i. 10% of total bid.
  - ii. Certified check, bank money order, or Bid Bond issued by acceptable surety.

### **4. Project Description**

- A. 73 LF of 15" PVC, SDR 35.
- B. 1,076 LF of 12" PVC, SDR 35.
- C. 725 LF of Pipe Underdrain
  - i. 4" Perforated PVC, SDR 35 (Preferred)
  - ii. No. 8 or 9 Coarse Aggregate
- D. 4 Ea. Storm Sewer Structures, Type 1
- E. 1,107 LF of Grading Ditches & Swales
- F. Enhancements to Detention Basin
- G. Abandon Ex. Master Tile
  - i. Location of existing master tile is unknown. Work item #7 "EX. MASTER TILE, ABANDON IN PLACE" is an allowance if the master tile is encountered during the work.
- H. 211 IN-DBH Clearing & Tree Removal
  - i. Additional pruning may be needed along northern project limits to accommodate the work.

## 5. Other Items

- A. Overview of important General Conditions.
- B. Questions during Bidding.
- C. Copies of bidding documents are fully downloadable on the Department's website at <http://www.porterco.org/stormwater>.
- D. Bids will remain open for 60 calendar days.
- E. Lowest, responsive, and responsible bidder will be awarded contract.
- F. Acknowledgement of Addenda
- G. Successful Bidder to provide the following within 10 days of NOA
  - i. Executed Contract, Performance Bond – 100%, Payment Bond – 100%, and Certificates of Insurance.
  - ii. E-Verify Affidavit and Certification Regarding Investment in Iran.
- H. Maintenance Bond will be required upon final acceptance of work as guarantee.
  - i. 10% of contract price for 1 year.
- I. Bidders shall inform themselves of existing site conditions.
- J. Minority and Women's Business Enterprises
  - i. Goals for this project are 7% MBE and 5% WBE participation.
  - ii. MBEs and WBEs must be certified.
- K. Owner is exempt from State Sales Tax on materials to be incorporated into the work. Sales and use tax shall not be included in the bid.
- L. Utility Coordination
  - i. Contractor shall confirm location and depth of utilities prior to start of work.

## 6. Notable Dates

- A. Pre-Bid Meeting: Thu., Jun. 17, 2021, 10:00 am.
- B. Last Day for Questions: Mon., Jun. 21 12:00 pm local time. Final addendum to be issued by 10:00 am local time, Tue., Jun. 22.
- C. Bid Due Date: Thu., Jun. 24, 2021 10:00 am local time, Porter Co. Dept. Development & Storm Water Management. 155 Indiana Ave., Ste. 311, Valparaiso, Indiana 46383.
- D. Bid Opening: Thu., Jun. 24, 2021 10:00 am local time, at a public opening of bids, 155 Indiana Ave., Ste. 311, Valparaiso, Indiana 46383.
- E. Substantial & Final Completion:
  - i. Substantial Completion – Oct. 31, 2021
  - ii. Final Completion – Nov. 30, 2021

## 7. Questions

- Q1: Please clarify the type of connector that should be used to connect the curtain drain tiles directly to the storm sewer.
- A1: Insert Tee connections shall be used for connecting the existing curtain drain tiles directly to the storm sewer. Additional clarification will be provided in Addendum 2.

Q2: Is compaction testing required?

A2: No, compaction testing is not required. The initial and final backfill shall be adequately compacted during construction to prevent settling within the trench.

Q3: Is mandrel testing required?

A3: Deflection testing will only be required by the Department if the video inspection indicates areas of deflection or other concern within the storm sewer system.

Q4: What are the requirements for the video inspection?

A4: Closed circuit television (CCTV) video inspection shall be completed not less than 30 days after the pipe has been installed and backfilling has been completed. Such inspection shall be performed in the presence of the Engineer. All storm sewers shall be cleaned as necessary to allow for such inspection.

Q5: Is there any reason why this project would not be awarded? PVC pipe pricing is currently only valid for 24 hours without a signed contract.

A5: The Department intends to award the contract at the July 13, 2021 Storm Water Management Board meeting, barring any circumstances that may arise that would make such contract award to not be in the best interest of the Department.

Q6: An allowance has not been provided for Work item #7 "EX. MASTER TILE, ABANDON IN PLACE". Should a price be submitted for this work item?

A6: The Basis of Bid Form will be revised to specify an allowance for the work item, and will be included with Addendum 2.

Q7: Is 4" Perforated PVC, SDR 35 required for the pipe underdrain?

A7: PVC, SDR 35 pipe is preferred for the pipe underdrain; however, single wall perforated HDPE can be used for the pipe underdrain, per the technical specifications.

Q8: Are there prevailing wage requirements associated with the project?

A8: No, there are no prevailing wage requirements associated with the project.

Q9: The contour lines do not align with the existing spot elevations. Are the contour lines in 1 FT increments and can you please clarify the elevations of the existing contour lines?

A9: The points shown are the survey data that was collected. The contours shown are based on LiDAR data, which is an approximation of the site elevations, therefore, the contours will not align with the spot elevations. The elevations of the contours have been added to the plan and will be included with Addendum 2. The contours are in 1 FT increments. The earthwork calculations were done in CAD using a surface created from the survey data compared to the proposed contours.

SADDLEBROOK SUBDIVISION - STORM WATER MANAGEMENT SYSTEM IMPROVEMENTS

PRE-BID MEETING

JUNE 17, 2021 (10:00 AM CST)

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SADDLEBROOK SUBDIVISION - STORM WATER MANAGEMENT SYSTEM IMPROVEMENTS  
 PRE-BID MEETING  
 JUNE 17, 2021 (10:00 AM CST)

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