
AGENDA

November 22, 2024, 10:00 am
155 Indiana Ave., Ste. 311 & Video Conference
Pre-Bid Meeting
Kemper Ditch, Arm 18 – Drain Tile Reconstruction

1. Sign-in and Introductions

2. Project Overview

The project is located within the drainage easement associated with Kemper Ditch, Arm 18, primarily on the parcel commonly known as 1220 N 550 E, Westville, Indiana 46391, and along CR 1200 N. The project consists of the installation of a new drain tile system to replace a failed drain tile system. 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
 - ii. Items as Ordered by Engineer
- 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. 0.3 AC of Clearing & Tree Removal
 - i. Felling of trees by others. Work item is to remove trees, stumps, and grubbing.
- B. 880 LF of 12" RCP, Class III
 - i. RCP, Class III or PVC, SDR 35
- C. 2 Storm Sewer Structure, 4 ft. diameter (Type 1)
- D. 35 LF of 12" CMP, Type II Aluminized
 - i. Removal of existing culvert is incidental to this work item, if encountered
- E. Unsuitable Drain Tile Subgrade
 - i. Undistributed quantity for unsuitable soil removal and replacement with suitable bedding. Use as authorized by engineer; entire quantity may not be used.

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 <https://portercountystormwater.org/>.
- D. Bids will remain open for 60 calendar days.
- E. Lowest, responsive 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. 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: Contractor shall confirm location and depth of utilities prior to start of work.
- M. Notice to Proceed/Earliest Date to Begin Work
 - i. Provide Department time to obtain necessary permits to work within delineated wetlands, earliest date to begin work is Jul. 1, 2025.
 - ii. General Specifications Section 109.08 Partial Payments 2) Material Allowances

6. Notable Dates

- A. Pre-Bid Meeting: Fri., Nov. 22, 2024, 10:00 am, local time.
- B. Last Day for Questions: Mon., Dec. 2, 2024, 12:00 pm local time. Final addendum to be issued by Tue., Dec. 3.
- C. Bid Due Date: Thu., Dec. 5, 2024, 10:00 am local time, Porter Co. Auditor's Department. 155 Indiana Ave., Ste. 204, Valparaiso, Indiana 46383.
- D. Bid Opening: Thu., Dec. 5, 2024, 10:00 am local time, or as soon as possible thereafter, at a public opening of bids, Porter Co. Dept. of Development and Storm Water Management, 155 Indiana Ave., Ste. 311, Valparaiso, Indiana 46383.
- E. Earliest Date to Begin Work: Jul. 1, 2025
- F. Substantial & Final Completion:
 - i. Substantial Completion – Oct. 31, 2025.
 - ii. Final Completion – Nov. 30, 2025.

7. Questions