



PUBLIC WORKS DEPARTMENT

CITY OF WICHITA FALLS INTER-OFFICE MEMORANDUM

DATE: August 26, 2019

TO: Memorandum for Record

FROM: Alan Peregrino, Project Manager

RE: Pre-Bid Conference for Hike and Bike Trail From Loop 11 to Lucy Park (CWF18-444-13)

On August 26, 2019 at 2:00 P.M., a Pre-Bid Conference for the Hike & Bike Trail from Loop 11 to Lucy Park was held in Room 500 at Memorial Auditorium. A list of attendees is attached to this memorandum.

Mr. Peregrino began with the noted purpose of the Pre-Bid Conference, for clarification to the plans and specifications.

Sealed Bids are to be submitted by 2:00 P.M. on September 3, 2019, at the Purchasing Office, which is Room 113 of the Memorial Auditorium. They will be opened and read at 2:15 P.M. on September 3, 2019 in Room 500 of Memorial Auditorium.

Mr. Peregrino gave a brief non-technical overview of the project. Generally, the project is described as the construction of new concrete trail from Loop 11 to Lucy Park along the Wichita River and associated work. The project is to be complete within two hundred thirty five (235) working days. The Engineer's estimate is \$2,230,000. The project will be awarded based on the lowest Base Bid plus selected alternative.

Mr. Peregrino noted that this is a federally funded project through TxDOT and FHWA. The awarded Contractor is required to follow all special provisions, guidelines and FHWA requirements set forth within these contract documents. Within the proposal are the Local Government Project Procedures set forth by TxDOT and the FHWA, some of these requirements include: Buy America, Disadvantaged Business Enterprise Provisions and Form FHWA 1273. Mr. Peregrino also noted that current Davis-Bacon Wage rates will apply on this project and the contractor will be required to submit weekly certified payroll.

A more thorough description of the project proceeded. Mr. Peregrino stated that the project will require a 1-year warranty. SW3P will need to be prepared prior to construction. Material suppliers need to be on TxDOT's approval list. They have a list on their website which can be used to verify. The DBE goal is a requirement and is set at 7%. Mr. Peregrino noted that there will be two construction entrances and a

drainage easement. The 1st construction entrance is located to the east of TNT Auto. 2nd construction entrance is in Lucy Park. The drainage easement runs between the RV Park and Salvation Army on Seymour Highway. All retaining wall for this project will be regular cast-in-place. Native material onsite will be allowed to be reused for topsoil. There will be some electrical work in providing a line to the irrigation system for Camp Fire from an electrical source near the Friendship Cabin. The chain link fence being removed along the north side of Camp Fire can be used as a temporary fencing as long as it can provide the needed security. There's a portable building on the Northeast of the Camp Fire property which will be relocated by Camp Fire, but the contractor will remove the old concrete foundation that it's setting on. There will not be any construction during the month of June near Camp Fire due to the summer camps going on. Landfill charges will be waived for this city project.

Mr. Peregrino then stated that no known addendums at this time.

No contractors were present for this meeting but here are some questions asked at the previous Pre-Bid meeting.

Q1: The only two entrances that you mentioned, is that it?

A1: As of right now yes. If you're able to talk to property owners and get an agreement with them, then that's on you but the city should be provided with a copy of any third party agreements.

Q2: The brush that comes off, will the city waive the landfill charges?

A2: Yes, landfill charges will be waived for this city project. The answer given during the meeting of the landfill chargers not being waived was incorrect.

Q3: On the north side of the RV Park, you're saying that we cannot come through there unless we make agreements with the RV Park?

A3: Correct.

Q4: The DBE is that a mandatory or goal?

A4: Requirement. It's mandatory.

Bidders should contact Mr. Alan Peregrino, Project Manager, at (940) 761-7477, with any questions.

All plan holders will receive a copy of the meeting minutes and caution to bidders.


Alan Peregrino
Project Manager

Attachments: Caution to Bidders Sheet

Cc w/ Attachments: Project Correspondence File
PreBid Meeting Attendees


CAUTION TO BIDDERS

- a) Have all required TxDOT and FHWA forms been signed and included in your proposal?
- b) Has the proposal been signed by the proper company official and sealed, where appropriate?
- c) Do the written unit prices agree with the numerical unit prices and have any changes been initialed?
- d) Have the mathematical extensions of the unit price and quantities been checked for correctness?
- e) Is the bid guarantee for the correct amount as set forth in the instruction to bidders?
- f) Has the bid guarantee been signed by the proper authority and is it on the form included in the specifications?
- g) Have all bid items been responded to as required in the proposal form?
- h) Has the bid proposal form been checked to ensure that no disqualification of the bid has been made?
- i) Has the proposal form been submitted in a sealed envelope and identified properly as set forth in the specifications?
- j) Has the bid proposal envelope been submitted to the place specified in the Notice to Bidders?
- k) Has the bid been submitted prior to the time specified in the Instruction to Bidders?

PRE-BID CONFERENCE - ATTENDANCE LIST

**CITY OF WICHITA FALLS
Hike & Bike Trail from Loop 11 to Lucy Park
CWF18-444-13; TxDOT CSJ: 0903-03-116**

August 26, 2019, 2:00 P.M.
Memorial Auditorium, Room 500, Wichita Falls, Texas

<u>NAME</u>	<u>ORGANIZATION / TITLE</u>	<u>PHONE / FAX NO. / E-MAIL</u>
1. Alan Peregrino	CWF/Project Manager	(940)761-7477/alan.peregrino@wichitafallstx.gov
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6. Terry Points	City	940-761-7609  Terry.Points@wichitafallstx.gov
7. Blane Boswell	City	940-761-7477
8.		
9.		