

NON-MANDATORY PREBID CONFERENCE
City of Winchester
Valley Avenue Drainage and Sidewalk Improvements
ITB #202005
State Project No. U000-138-R04
FHWA Project No. STP-5138(189)
June 17, 2020
3:30 p.m.

- A. Introductions
- B. Scope of Work
 - a. Storm Drainage System
 - o New system installation on Valley Avenue
 - o New pipe on Tevis Street from Valley Avenue to new stormwater management pond constructed for Hope Drive project. Must coordinate with Hope Drive project contractor.
 - b. New Sidewalk and Curb & Gutter
 - c. Existing Traffic Signal Modification at Tevis Intersection
 - d. Asphalt Milling of Entire Roadway
 - e. Street Paving Including Overlay of Entire Roadway
 - f. Pavement Markings
 - g. Water System
 - h. Sanitary Sewer
- C. Schedule of Work - Notice to Proceed anticipated approximately September 1, 2020
- D. Working Hours/Contract Duration
 - a. Monday – Saturday, 7:00 am – 6:00 pm
 - b. 545 calendar days to complete Work
 - c. \$1,000 per calendar day Liquidated Damages for late completion
- E. Federal Funding **IS** Involved
 - a. DBE goal – 11%
 - b. Davis-Bacon provisions apply
 - c. Minimum Wage Rates are Applicable for Prime Contractor and **ALL** subcontractors
 - d. Civil Rights - VDOT
- F. Specifications
 - a. Technical Specifications in Contract Documents
 - b. City of Winchester 2017 Public Services Standards Manual
 - c. 2016 VDOT Road & Bridge Specs.
- G. Engineer and Inspection
 - a. Will be full time City inspector

- b. Formal VDOT process for submittals will be required for **ALL** construction materials
- c. City will arrange and pay for 3rd party testing – contractor shall coordinate with the firm completing the testing to ensure all required tests are completed.

H. Bids Due

- a. Bids Due – **2:30 p.m., Wednesday, July 15, 2020**, in the Finance Office – 4th floor of City Hall
- b. Bids will be opened via Webex video conference

I. Insurance and Bonds

- a. Bid Bond – 5 % of the bidder’s maximum price.
- b. Performance and Payment Bonds – required of the successful bidder in an amount equal to 100% of the amount of the Contract
- c. Insurance Required (General Conditions, Special Conditions)

J. Bid Submittal – **ALL MUST BE INCLUDED**

- a. Bid Form
- b. Contractor Qualification Data Sheet
- c. Non-Collusion Affidavit
- d. Bid Bond
- e. VDOT Forms
 - i. C-48 – within 10 days after bid opening
 - ii. C-49 – if can’t meet DBE goal, within 2 days after bid opening
 - iii. C-104 – include in bid package
 - iv. C-105 – include in bid package
 - v. C-111 – include in bid package
 - vi. C-112 – within 3 days after bid opening

K. Property, Easements and Existing Utilities

- a. All work is on City property or within City easements
- b. Utilities – Call Miss Utility for locations before digging
- c. Relocation of existing utilities in progress - coordination with SVEC, Washington Gas, Comcast, Verizon will be required

L. Virginia Stormwater Management Program Permit

- a. Contractor shall obtain from the City before starting work
- b. Contractor will prepare the SWPPP
- c. Fee is \$2,700

M. Land Disturbance Permit

- a. Contractor shall obtain before starting work
- b. Obtain from City
- c. No fee

N. City Business License – Contractor (and all subcontractors) must obtain and pay for license before beginning work

O. Traffic Control

- a. Generally, contractor shall always maintain at least one lane of traffic in each direction on Valley Avenue
- b. Flagging will be required as necessary
- c. Access must be maintained to all commercial businesses during their normal business hours

P. Rock Excavation

- a. Paid for separately – per cubic yard
- b. No blasting allowed

Q. Protect All Work – Vandalism and graffiti in new sidewalks

R. Comments and Questions

- a. **Any questions after this conference, submit in writing via e-mail:**
Kelly.henshaw@winchesterva.gov
- b. Questions received after July 8 may not be answered.
- c. All questions/answers will be posted on City's website – "Purchasing".