



REIDS RD/PONDER PINES UNPAVED ROAD IMPROVEMENT PROJECT

**NON-MANDATORY PRE-BID CONFERENCE
AGENDA**

Bids Due: October 16th, 2015; 2:00 PM Local Time
Bid Opening: October 16th, 2015; 2:15 PM Local Time
117 Putnam Drive; Suite A
Eatonton, GA 31024

DATE: October 1st, 2015

TIME: 1:00PM

LOCATION: Conference Room; 117 Putnam Drive; Suite A, Putnam County Board of Commissioners

COUNTY ATTENDEES: Paul Van Haute, County Manager, Putnam County
Larry Kaiser, Owners Representative; Collaborative Infrastructure Services, Inc.

- I. **Introductions**
- II. **Sign-In Sheet**
 - Sign attendance form
 - Contact Larry Kaiser for sign-in sheet request
- III. **Purpose of Meeting**
- IV. **Project Description**
- V. Bid Advertisement
 - (a) Description
 - (b) Payment made monthly based on approved invoices
 - (c) Local funding
 - (d) Completion date is 120 calendar days from the NTP issuance

- (e) Proposal rejection if any Unit Prices are obviously unbalanced (excessively above or below a reasonable cost analysis performed by county)

VI. Bid Proposal and Contract Documents

- (a) Discuss Bid Proposal
- (b) All work performed in accordance with GDOT Standard Specifications, Current Edition, and any modifications identified in the bid documents
- (c) Reminder of “Bid Proposal” documents to submit
- (d) Bid Schedule – must complete Putnam and Morgan sub-totals – Total Bid

VII. Utility Issues

- (a) Discussion of current status with Central Ga EMC and AT&T – one pole; no other utilities

VIII. Right-of-Way

- (a) 1 parcel remains; Board of Regents to approve October 23rd
- (b) Status; in negotiation phase – expect to have possession by time NTP is issued

IX. Project Discussion Topics

- (a) Contractor not required to be GDOT pre-qualified but must have similar project experience and meeting GDOT requirements for materials and application
- (b) Intend to re-use GAB where possible
- (c) Oconee Egg Farm requirements – no entrance into their facility
- (d) Oconee Egg farm disinfectant slab under construction same time
- (e) Putnam and Morgan quantities broken out – must submit subtotals for both and a total. Putnam will select bidder based on the “total”
- (f) Liquidated damages if > 120 calendar days

X. Special Conditions Discussion

XI. Questions/Answers from Attendees

XII. Questions After Pre-Bid

- (a) Addendum #1 Issued
- (b) Questions must be sent via email to kaiser@co-infra-services.com no later than 5:00PM October 6th, 2015. Any “Response to Bidder Questions” will be posted on county web site by 5:00 PM, October 7th, 2015
- (c) All addendum to be posted on county web site

XIII. Concluding Remarks by County