

# 2013 CONTRACTOR/DEVELOPER/ENGINEERS MEETING MINUTES

September 4, 2013

8:00 – 10:00 MEETING

## I. Opening Remarks by Rob Phillips, City Engineer

Construction going well, the economy is picking up and unemployment positive.

Capital Budget is out for review. Link to budget on city website is below.

<http://www.cityofmadison.com/finance/budget/2014/excapbudindex.cfm>

\$42M for street projects including: Highway M and E. Johnson

## II. Affirmative Action

Payroll: Demographic reporting needs improvement, but diversity is improving.

Information on monthly sub-contractor payment needs improvement

Prevailing Wage Forms: Still getting Social Security Numbers

Forms: Verify compliance with SBE and AA goals (women and racial/ethnic) participation

- Monthly Employment Utilization or company employee listing

- Committed cost status report

- Affidavits

- Payrolls

Capitol Underground (CU): Question on diversity and goals

AA response: 7% Women and 6% racial/ethnic are targeted goal and not a requirement

## III. Comments by City Water Utility

Budget for 2014 includes: Operation Center, Well 7, Pipeline \$8-10M increase, \$4M E Johnson and Verona Rd, \$1M lining, \$5M reconstruct and resurfacing

WU staff asked why bids higher than estimates. No general response, only reason would be for difficult sites. There are no issues with material costs.

CU: requested ten day goal for Change Orders. Requested process be streamlined.

When setting prices in specs: CU requested input from contractors

TC for Water Utility plans: Request more information/guidelines in plans and specs as well as phasing information

Pressure testing through hydrants: Suppliers confirmed that they are not designed to be tested at full test pressure.

Timely flushing by WU staff requested.

Electronic Record Drawings (ERD) - request quicker turn around as this affects payments and project close out

#### **IV. Comments by City Traffic Engineering**

TE staff was not present; no questions or comments

#### **V. Comments by Parks Department**

2014 projects: Reindahl and Elver Splash Pad will be combined. Skate park at Central Park

#### **VI. Electronic Bidding**

SBE: request for two forms for upload/download

October/November: Plans will not be posted to city website Contractors will have to use Bid Express. The goal is to have the information in one place.

Request was made to have Bid Express include project name with project number when notifying of plans.

Contractor's concern with only posting plans to Bid Express: Getting information to small subcontractors. This includes plans, specs and plan holder list

#### **VII. Partial Payments/final Payments**

##### **Payment to sub contractor reporting form Workforce utilization reporting and forms**

SBE Brokers: Need to track trucks and jobs they are on if not all trucks are SBE.

SBE Truckers: Follow-up meeting just on this issue (Norman).

#### **VIII. Utility Access During Construction**

Contractors need to make sure facilities such as SASs and inlets are accessible for city crews during construction. This includes keeping equipment and material off the access covers.

#### **IX. Cold Weather Protection** – Includes no frozen ground or material, material placement, concrete cure time

## X. Contractor/Developer/Engineer Comments

Prequalification date moved from January 31<sup>st</sup> to March 1<sup>st</sup>.

City will write ordinance revision – No prequalification required for truckers.

CU: Weather and contract days. Discuss up front vs. let's see what happens later in the contract.

City response is that contractor may lose days in spring, but gain back in summer...i.e wet spring/dry summer.

Contractors have concern with work by private utilities on public works projects and conflicts with general contractor. Private utility work causes delays and increased costs. City staff will meet with private utilities

Question on 2014 budget: 2014 budget will be similar to 2013.

Payroll records: request was made to use DOT form. Norman to review

Women and racial/ethnic Goals: The 7% and 6% is per project not company. Contractors would like to discuss this in more detail

Prevailing wage for trucking: what material deliveries are covered. See attached chart from DWD.

Workforce profile form– add column for job code. See attached form & link

<http://www.cityofmadison.com/business/pw/forms.cfm>

NEXT MEETING NOVEMBER 6, 2013