

MINUTES

2011 CONTRACTOR/DEVELOPER/ENGINEERS MEETING

November 2, 2011

8:00 – 11:00 MEETING

I. Opening Remarks by Rob Phillips, City Engineer

Rob Phillips was unable to attend. Bryan Manning, City Engineering, thanked the group for attending.

II. Affirmative Action – Contract Compliance

Norman Davis said contractors that submitted a data update in 2011 will be required to submit a complete Affirmative Action plan for 2012. Contractors that submitted the Affirmative Action plan this year will be required to submit the data update in 2012.

Norman also said the City is waiting to hear from the State on what, if any, changes there will be to the Administrative Code and how Affirmative Action monitors prevailing wage. This issue also relates to the City receiving an exemption from having to apply for a prevailing wage determination on a contract-by-contract basis.

III. Comments by City Water Utility

Al Larson, City Water Utility, said valve boxes getting paved over is a chronic problem. He said that the common “fix” is to put in a drop-in cheater, but that is not permitted by standard specifications. Standard specs will be an issue for review.

John C., Speedway Sand & Gravel, asked if 1 1/2” and 2” copper services could be separate bid items. He said it seems like the quantities on some of these items are inflated and this can lead to big price differences. The issue of inflated quantities is more common with 4” and 6” copper services. Representative from Rawson Contractors said they have noticed the same issue. Dennis Cawley, Water Utility, will talk with John C. about specific contracts where this has happened.

IV. Comments by City Traffic Engineering

Phil Nehmer, Traffic Engineering, said he would like to raise awareness of signage for bike lane closures during construction. Signage is required to be in place before construction begins. Some contractors have expressed reluctance to get the signs made, concerned they are one-time deals. Phil said the signage is standardized and the signs will be able to be used on other projects.

V. Comments by Parks Department

Kay Rutledge, Parks Department, said some of the bigger projects they have scheduled for 2012 are the last phase of the Warner Park Parking Lot, Tenney Park Parking Lot and Bridge Replacement at Tenney Park. There are several smaller projects as well.

VI. Prevailing Wage

One classification per contract

Janice R., Speedway Sand & Gravel, asked if a category of work is not listed under the minimum rate of wage scale that a contract is marked for, how prevailing wage will be determined. Johanna Johnson, City Engineering, said the applicable category will be used to check prevailing wage. Gave the example of the Emil St. Service Building being marked for "Building or Heavy Construction" wage scale, but asphalt paver was not a category of work listed under "Building or Heavy Construction". DWD gave City an exemption to use "Local Street or Miscellaneous Paving Construction". At this time, because the City has an exemption to use one prevailing wage rate determination for a year, there is no time delay to receive approval if an additional wage scale category is necessary. However, if the City does not receive approval to continue in the same manner in 2012 (agenda item II), then how many classifications to check per contract may be an issue to revisit.

VII. Contract Closeout Process (Contract Finalization)

Bryan Manning referenced the flowchart of new contract close out procedures. Mike Dailey, Assistant City Engineer, said the process has been condensed, but still begins with contractors turning in affidavits.

Janice R., said some contractors get nervous when they hear the word "waiver." It can be difficult for the General Contractor to obtain waivers until the City has issued final quantities.

Mike Dailey suggested that General Contractors work closely with City inspectors to get final quantities. Contact John Fahrney, Construction Engineer, if necessary to keep the process moving.

VIII. Affidavits for Truckers who are Owner Operators

Bryan Manning read a copy of the Affidavit form for Truckers. Copies of the form (draft) will be made available to contractors and feedback is welcome. The form is intended to be filled out at the start of the year/construction season and kept on file by the City.

IX. Damage Claims During Construction

Eric Veum, Risk Manager, said there has been an increase in calls from people reporting vehicle damage caused in construction zones.

Currently, the City directs callers to the contractors. However, people have been contacting the City again to say they are not getting a response from the construction companies. Eric said an email will now be required from construction companies regarding the nature of the complaint and the construction company's position. This will assist the City with knowing the status of the complaint if the person calls back.

X. Terrace Restoration – Root damage

Dean Kahl, City Forestry, said the protection of trees during construction has been good. Unfortunately, protection of trees during terrace restoration is an issue. A different company does restoration work and not aware of all protective efforts that were in place during construction. All contractors on the job need to be aware of specifications for tree protection. Specs do address restoration. Dean said that two of the largest liquidated damages for tree damage occurred during restoration.

XI. Contractor/Developer/Engineer Comments

Mike Dailey – Construction projects are nearly all done for 2011. Number of contracts to be bid in 2012 will be significantly reduced from past few years. Resurfacing Program and number of planned reconstructs will be smaller.

On-line bidding: RFPs have been received by the City. About five or six bids were received. City will now begin review process and has a timeline of selecting and implementing a program over the next three months. Hope to have contractors using software by February or March of 2012. It's likely that the system will involve a fee for contractors to use, but it should be nominal. Contractors expressed an interest in Bid Express because that's what they use for WI DOT projects and wouldn't incur an additional fee for bidding City of Madison jobs as well as familiarity with software.

Al Larson, Water Utility – Water Utility is now doing surveys at the end of jobs. This might be a new process that contractors come into contact with. Water Utility wants to get the surveys done right away before paving is done. The surveying duties are being split between Water Utility and Engineering.

Kay Rutledge – Said she would like to stress contract close out. Please submit final payrolls, affidavits, so that payment requests can be processed quickly.

Larry, MGE - There has been damage to test boxes and valves. Please report damage ASAP. Also, reminded contractors to not park equipment or store materials over valves. In general, contractors are doing a good job of being mindful of MGE services.

Steve S. , Wingra Stone – Asked about City's apprentice requirement for 2012. City will continue with apprentice requirement, as outlined by MGO 33.7(7). City will rely upon apprentice hired letters from recognized trade training bodies and apprenticeship contracts. Exemptions similar to what the state had in place prior to EO 108 being suspended will still be used by the City. A BVC web page will be published to the Public Works web site by mid November.

John C., Speedway Sand & Gravel – Asked why the City requires permission to pave after Oct. 15 when they are working on a public works contract and the City sets the schedule.

Also asked if there was a comprehensive list of just unit prices available, versus having to page through the specs.

Specification on whether contractors are paid for up-to or through storm sewer manholes also causing some confusion. Mike Dailey said the specification was to pay through manhole. That was when Larry Nelson was the City Engineer. A special provision was written during that time to not pay through manholes. Then Larry retired and the standard spec wasn't changed.

NEXT MEETING FEBRUARY 1, 2012