

MINUTES

2016 CONTRACTOR/DEVELOPER/ENGINEERS MEETING

February 3, 2016

8:00 – 11:00 MEETING

- I. Review Minutes of Last Meeting
 - a. No clarifications or comments from attendees.
- II. Opening Remarks by Rob Phillips, City Engineer
 - a. AA & Prequalification process is now on line.
 - b. Cottage Grove Road (2), Jennifer Street, and Capitol Square projects are some of the larger projects coming soon.
 - c. Thanks to everyone for working with the City.
- III. Comments by Department of Civil Rights
 - a. Lucía Nuñez has left the City and is now at Madison College. The interim director is Gloria Reyes.
 - b. AA plans are now on line. The department is willing to schedule more training if the need arises. Please let Norman know.
 - c. If planning to bid on 3/4/16, please submit AA plans early if prequalification expires 3/1/16, to avoid the crush.
Note –AA updates are no longer required.
 - d. Community Based Organizations (CBOs) will now take over Job Skills Bank Maintenance.
 - e. Please provide fringe benefit information on payroll or send directly to Austin Johnson.
 - f. If a contractor is meeting diversity goals, documentation is not required.
- IV. Presentation by MATC on workforce diversity
 - a. Jennifer Voichick gave a PowerPoint presentation on Madison College's Construction & Remodeling one-year tech diploma. She noted the diversity of students that apply to their program. Graduates would be suitable for carpentry or laborer positions.
 - b. Job fair planned periodically. The next one is 4/7/16 from 3-6 pm. This event is co-sponsored with Big Step.
 - c. Madison College is partnering with other agencies.
 - d. Internships are available.
 - e. Contractors can make suggestions to the curriculum, serve on an Advisory Council, or visit classrooms to talk about what it is like to work in the field. Anyone interested, please email Jennifer: jvoichick@madisoncollege.edu. Any of these activities would be considered a Good Faith effort if a company is not meeting their AA goals.

- V. Comments by Water Utility
 - a. No comments.
- VI. Comments by Traffic Engineering
 - a. Please provide 24-48 hour notice to remove signs. If contractor damages a sign, TE will bill the contractor.
 - b. One-calls are to be placed after landscaping is complete, not before.
- VII. Comments by Parks Department
 - a. Contracts covering 15 playgrounds, shelters, park paving, and landscaping work are coming out soon.
- VIII. Prequalification Training
 - a. Good turnout for the five training classes held. Final revisions have been made and the process went live 2/3/16.
 - b. Accepting paper until 3/1/16, but preference is for on-line submissions. This should help accommodate those planning to bid 3/4/16.
- IX. 2016 Standard Specification Revisions – [*effective 2/24 if approved by CC*]
Highlights:
 - a. Bid bonds should be on City form to ensure correct language is used.
 - b. Sales tax no longer applicable on some construction materials. Discussed gray areas regarding backfill, castings, and manhole covers. Request made for City engineers to reach an agreement with DOR. The City's current detail drawings could be helpful in this regard.
 - c. Ban the Box is now part of the contracts being bid and will be required of all contractors who choose to be prequalified.
 - d. Liquidated Damages can now be charged for closing driveways over 20 days and working beyond approved hours.
 - e. Erosion control items added.
 - f. Erosion control implementation plan bid item eliminated.
 - g. Cold weather paving now is determined by temperature rather than by a date.
 - h. Polypropylene is now an option for Storm Sewer pipe.
 - i. Inconsistencies removed and other items clarified in Water section.
 - 1) Casting valve box adjustment (remove top)
 - 2) Concrete thrust block at tee for cut in or live tap.
 - 3) Flush limit of 1200 ft – 2.5 ft/sec. required with guidance available
 - 4) Valve installation – tolerance defined
 - 5) Service lateral replacement now Each vs. LF
 - 6) Boulder description updated
 - 7) Detail drawings – reissued drawings and added new.
 - j. Requirements to connect to existing sewer clarified.
- X. Contractor/Developer/Engineer Comments
 - a. Contract closures have improved. Can Engineering help with change orders held up by other City agencies?

- b. In the special provisions of the “Utility with Resurfacing” contract, there is a one month notification for Metro Bus. With bid opening 2/5 and start of work 3/28, this seems excessive. Could Engineering follow-up?
- c. Prequalification application has an acknowledgement of Ban the Box. Enforcement will be of those prequalified.

2016 Meeting Dates

February 3

May 11

August 10

November 9