

MINUTES

2012 CONTRACTOR/DEVELOPER/ENGINEERS MEETING

AUGUST 1, 2012

8:00 – 11:00 MEETING

1. Opening Remarks by Rob Phillips, City Engineer

City agencies submitted their capital budgets in June for 2013. The City Engineering budget has a little less work planned in 2013 than in 2012. One of the major road projects is County Road M, Mineral Point and Junction Rd. The project will be let by Dane Co. Public Works.

2. Affirmative Action – Contract Compliance

Austin Johnson reminded contractors to submit monthly utilization reports. For 2012 projects, the Affirmative Action Division is placing a hold on final payments if monthly utilization reports are not submitted.

Norman Davis highlighted proposed changes to the Small Business Enterprise program. The Affirmative Action Committee will meet on 8/7/12 to consider the proposal. From there, the proposal will be referred to the Board of Public Works and is anticipated to go to the Common Council for a final vote sometime in September.

Norman also updated contractors on the in-house development of a database that will enable a searchable index of the SBE directory.

3. Water Utility

Staff representatives also reported that the Water Utility's Capital Budget for 2013 is smaller than the 2012 budget. As a result, the Water Utility is looking at doing more water main lining projects.

Al Larson said the Water Utility is looking at better ways to bid out items such as adjusting valves and curb stops, which can difficult to quantify. Al said they have tried to put allowances for these items into the contract specifications. However, contractor feedback has not been favorable to this approach.

4. Traffic Engineering

No staff representatives present. No questions from contractors for Traffic Engineering. John Fahrney asked if there was any feedback or issues regarding traffic control plans. No response.

5. Parks Division

Kay Rutledge highlighted a larger project still to be bid this year which includes

replacing a bridge at Tenney Park. One large project for next year includes Central Park Phase 1. The contract, which includes a restroom building, is anticipated to bid late this year for 2013 construction.

6. Electronic Bidding

City staff is working on getting up and running with Bid Express. In early fall the City will be looking for contractors to help test how the City's bid submission and opening process works with the web based software. The City would like to involve contractors who have experience using the software for WIDOT bidding and those who haven't used the program before. The City will also be going to the practice of receiving and opening all bids on the same day; no longer a week delay in receiving/opening for SBE bid review. Goal is to go live yet this fall.

7. Reseeding Projects

Communication outreach to residents needs to take place at the end of a project. Help educate residents about steps they can take to help re-establish grass in terrace and cut down on weeds.

8. Payments to sub contractors

Contractor asked about making partial payment information available on the web so that sub contractors can see when a payment was made to a general contractor and what work items are included in the payment.

9. Contractor/Developer/Engineer Comments

Contractor asked if the construction material recycling issue discussed at the quarterly meeting in May has been resolved. City Engineering staff said that no movement has been made on the issue. City Engineer Rob Philips directed this items to be placed on the agenda for the November quarterly meeting.

Next meeting is November 7, 2012

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