

AGENDA

2013 CONTRACTOR/DEVELOPER/ENGINEERS MEETING

May 1, 2013

8:00 – 11:00 MEETING

I. Opening Remarks by Rob Phillips, City Engineer

Engineering still has several smaller projects to bid. Working on 2014 capital budget.

II. Affirmative Action

Monthly Employment Utilization report is not required. Contractors can include demographic reports with payrolls or send employee list with demographics

SBEs need to submit personal net worth

Subcontracts: Include AA Articles of Agreement in contracts with subs.

Electronic Bidding: SBE submittals are going well

Self performing work by General Contractor: Goal is to maximize SBE participation. City does not require a GC to utilize sub contractors but need to explore utilizing SBE contractors and explain why an SBE was not used: cost, availability, type of work, etc.

III. Comments by City Water Utility

No comments

IV. Comments by City Traffic Engineering

TE staff was not present

V. Comments by Parks Department

Parks has several projects to bid for: paving, lighting, playground and Central Park

VI. Electronic Bidding

Engineering is not providing a hard copy of the proposal page to eliminate duplication errors. Contractors can get proposal page on line at Bid Express at no cost.

Bidders Acknowledgement form is missing the line for the notary

Request was made to separate the downloadable forms from the SBE section

Request made to download/upload proposal page

Request made to change bid submission to 2 pm so this is in-line with building projects

Request was made to be able to achieve old bids

Request was made to keep bid items in numerical sequence

VII. Payroll Reporting

SSN numbers: Do not include when reporting

Demographics: Requested with payrolls or submit a list of employees with this information

VIII. Partial Payments

Posted to website

Contractors requested to submit sub contractor payment information with every other pay request. See form attached.

IX. Prequalification Dates

Will be changed from January 31 to February 28. This helps contractors with closing out finances from previous year

XI. Erosion Matting: Organic matting only.

XI. Contractor/Developer/Engineer Comments

Contractors requested city look at separate bid items for precast and field poured SASs

NEXT MEETING AUGUST 7, 2013