

**MINUTES**  
**Pre-Proposal Meeting**  
**Mississippi Department of Transportation**  
**Woodrow Wilson Avenue Bridge over Mill Street**  
**A Design-Build Project**  
**Hinds County, Mississippi**  
**Project No. DB/TCSP-7281-00(003)/106494-301000**

**September 10, 2014**  
**12:30 p.m.**

The meeting was convened at 12:30 p.m. on Wednesday, September 10, 2014, in the basement training room of MDOT's Lab building. Mr. James Williams, MDOT Assistant Chief Engineer – Operations, began the meeting with a brief introduction of the project and introduced himself along with other MDOT staff and stakeholders that would be involved with the project. He stated that the pre-proposal meeting was a mandatory meeting and that everyone should sign in to be recognized as being at the meeting (Sign-in sheets are attached). He stressed that the meeting was for informational purposes only and that MDOT would be relying on the RFP and the process that is in place to get official answers to questions that may need addressing prior to the submission of proposals. The email address that is assigned to this project (which is on MDOT's web page) should be used to submit potential questions. He also pointed out the project has an Alternate Technical Concept (ATC) option in the RFP in which technical alternatives could be suggested, but that MDOT would not consider ATCs requiring Illinois Central Railroad (ICRR) approval. Next, the following items were discussed.

1. Mr. Justin Walker, MDOT Director of Structures/State Bridge Engineer, spoke next and gave a brief overview of the project and its location in proximity to the tracks of the ICRR. He reiterated that MDOT would not be taking ATCs that require railroad approval. It was pointed out that the site visit that would follow the meeting might be the only opportunity to see the bridge until after the letting and that the Contractor will have to execute a right of entry license agreement with the railroad prior to commencement of work. Another item of discussion was how to navigate MDOT's web page where the questions and answers concerning the project will be posted. In addition, other information such as the bridge repair item report, as-builts, boring logs, old pile records, and pictures can be found on the web page.

Some of the major items of work were identified as priority rated items for repair, replacement, or rehabilitation. It was noted that the work would include the retaining wall repair. Mr. Walker also identified in the RFP those items that are considered mandatory and non-mandatory for the work to be done. Two

businesses that are adjacent to the bridge are not be disrupted during construction. Work is to be contained within the project limits. Two local bridges are located to the south and north of the west end of the main bridge, but the south bridge is currently closed. The north local bridge would be the only one open to gain access to the site, and it was advised that the contractor should think ahead about the equipment that would be used to avoid disruption. All work within the railroad area should be coordinated with the ICRR. It was mentioned that the contractor should adhere to Notice to Proposers 4900 DB (Lane Closure Restrictions) for Mill Street and Woodrow Wilson Avenue as well as Notice to Proposers 2382 DB (Status of Right-of-Way) identifying known utilities. It will be the contractor's responsibility to have any utilities within the project limits removed or relocated.

2. Ms. Gina Lombard, MDOT Design-Build Coordinator, spoke next and highlighted again the inclusion of ATCs which must be done in accordance with the RFP requirements. Also, she stated that where the word "shall" is stated and shown in bold, it is considered very important and should be adhered to. Several examples within the RFP were given. The format of Volume 1 should be noted and followed as required in the RFP. The website should be checked regularly for updates. The Volume 2 envelopes for the contract price proposal submittals were handed out to the Proposers. They are to be marked and sealed and submitted per Special Provision 907-102. A \$10,000 stipend will be available to any responsive proposer who is not selected as the successful proposer. A request for the stipend must be included in the Volume 2 proposal.
3. Mr. John Dinning, ICRR Manager of Public Works, addressed the attendees next and pointed out the safety items that would be needed to attend the on-site visit to the work area within the ICRR property limits. Proper attire must be worn during the visit as well as during the course of work. If not, the person would be asked to leave. It was noted that the Contractor would have to carry \$5,000,000/\$10,000,000 in Commercial General Liability coverage as noted on page 2 of the right of entry license agreement. He next pointed out the switching operations on the tracks and stated that they are generally operated by remote control. A flagman will be needed for 10-hour shifts to accommodate the track switching operations. He noted that workers travel a lot between their main building to a building under the bridge 24 hours a day and that work in this area would have to be closely monitored at all times.

A question was asked concerning railroad track temporary crossings for the contractor's equipment. Mr. Dinning stated that an agreement would have to be made between the contractor and ICRR to allow ICRR to install a minimum 16' temporary crossing. Equipment will be limited to rubber tire vehicles or non-cleated vehicles. Metal-to-metal contact is not allowed. A question was posed asking if MDOT inspectors should take the Contractor Orientation class. He stated that he could not force them to, but it was highly recommended that they take the training and wear the proper attire when on site. He also noted that there

were a lot of underground cables at the yard and that a request should be made to ICRR for cable locations to be marked.

After Mr. Dinning finished speaking, the meeting was concluded by James Williams who stated that a 15-passenger van would be available to transport all attendees who would be visiting the site. A final question was posed to Justin Walker concerning MDOT's expectations for item #11 of the proposal: *Clean and Paint Exterior Girders at All Overhang Brackets (Epoxy Mastic)*. Justin stated that MDOT's goal was to protect the exterior face of the exterior girder at the interface of the girder and bracket concrete. He added that if the overhang bracket requires repair, the contractor is to clean and paint the exterior surface of the exterior girder within the limits of the repair.

The meeting was adjourned to allow a break period prior to going out to the project site.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Calvin Dean". The signature is stylized with a large initial "C" and a long horizontal stroke at the end.

Calvin L. Dean, P.E.  
Crown Engineering, PLLC

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