URS

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MEETING MINUTES

DATE HELD: February 6, 2013 10:00 AM DOCUMENT DATE: February 7, 2013

LOCATION: MDOT Commission Conference Room

SUBJECT: PRE-PROPOSAL MEETING
Design and Construction of SR 304 / I-269
Marshall County, Mississippi
Project No. DB/STP-0029-03(009) / 102556-304000

ATTENDEES: Attendance Register Attached

SUMMARY

Purpose

This meeting was held in order to discuss the Request for Proposal with the short-listed Proposers. Attendance was mandatory.

Introduction:

Melinda McGrath opened the meeting by welcoming the attendees. Ms. McGrath emphasized the Departments enthusiasm with regards to the I-269 design build Project. Ms. McGrath then introduced Amy Mood, Assistant Chief Engineer, Pre-Construction.

1. Ms. Mood noted that the meeting was for information only, and all questions following the meeting must be submitted in writing only. No answer or statement made by an MDOT representative at the meeting shall be relied upon or interpreted as a modification to the Request For Proposal (RFP) or a commitment to modify the RFP or otherwise change the procurement process in any way. MDOT will communicate an official modification to the RFP by issuing an addendum.

2. Ms. Mood noted the goals for the I-269 design build Project are a well-managed, environmentally sensitive, safe, and durable project and a project which is cost driven not time driven.

Proposal Development:

3. Ms. Mood said that this project will implement the use of Alternative Technical Concepts (ATC). ATCs are similar to Technical Approach Modifications, which were used during the SR 9 design build procurement. The last date for submitting an ATC is listed in the RFP under Section X, Milestone Schedule.

4. Ms. Mood noted that the minimum bridge length for the Coldwater River Crossing is shown in the RFP and is based on environmental restrictions, not hydraulic design requirements.
5. Scot Ehrgott reminded the Proposers that they are in a procurement process. He also reminded the Proposers to check the website for any Project updates or addendum and to communicate only thru the website.
6. Mr. Ehrgott told the Proposers to pay special attention to the formatting instructions listed within the RFP and to number the categories in their response as noted in the RFP.
7. Mr. Ehrgott requested that the Proposers place the Schedule Certificate in the front of the Volume 1 submittal. He also requested that the Proposers include the approved Organizational Chart in the front of the appendices.
8. Mr. Ehrgott explained the Page –Turning Meetings. He noted that the Page-Turning Meetings will give the Proposers a chance to emphasize portions of their Proposal as well as give MDOT the opportunity to ask questions to the Proposers. Mr. Ehrgott said the teams will be notified by letter of the Page-Turning Meeting schedule soon.

Geotechnical Timeline:

9. Sean Ferguson gave a brief history of the previously performed geotechnical investigations. Mr. Ferguson explained the importance of limiting access to the Project site and provided photographical evidence of the liquefiable soils present at the Project site.

Design Information:

10. Nick Altobelli noted that the current LRFD specifications shall be used in the design of the Coldwater River Crossing.
11. Mr. Altobelli stated that MDOT has provided plans for a portion of the Project which can be used for construction or the design build team may develop their own. If the provided plans are changed, the review process will be required.
12. Mr. Altobelli said that a plan revision is forthcoming on multiple bridges that will allow for a steel or concrete pile alternate.
13. For this Project, Mr. Altobelli said the MDOT will allow the use of stay-in-place deck forms and pipe piles as per the RFP.
14. Mr. Altobelli reiterated one of the goals for this Project, which is a durable and easily maintainable bridge.

Construction Information:

15. Tony Sheffield stated that the utility relocation has begun and that MDOT will provide an update during the procurement phase.
16. Mr. Sheffield noted that the 19 acre disturbed area limit may be amended for this Project if specific data (i.e. mass haul diagrams) are provided and approved by MDOT. The

request for amending the 19 acre disturbed area limit should be made when submitting the Erosion Control Plan.

17. Mr. Sheffield said this Project includes no pay incentive for early completion.
18. Mr. Sheffield asked the Proposers to closely read the Notice To Proposers 6004 DB, which details the special requirements for the Coldwater River Crossing. Mr. Sheffield said that the south end of the Coldwater River Crossing will require clearing of trees. Also, the area 15' outside the edge of bridge(s) shall be clear of overhead tree branches. Mr. Sheffield stated that in the event that a tree stump conflicts with bridge construction the Contractor will submit a plan to remove the stump(s) in conflict.
19. Mr. Sheffield reminded the Proposers that a haul road will not be allowed for the construction of the Coldwater River Crossing. He also reiterated the turbidity restrictions noted in Notice To Proposers 6004 DB.
20. Mr. Sheffield noted that this Project will require the finish grade to be 6" high to allow for re-establishing grades once the future paving contract is let.
21. Mr. Sheffield said that holiday and weekend work will be per the Mississippi Standards for Road and Bridge Construction (Red Book).
22. Mr. Sheffield requested that he is contacted one (1) week prior for site access requests. He can be contacted as follows.

    Phone: 662-563-4541
    Email: tsheffield@mdot.ms.gov

Contract Information:

23. Mark Turner reminded the Proposers to include the Schedule Certificate with the Volume 1 submittal.
24. Mr. Turner briefly detailed the forms required with the Volume 2 submittal and reminded the Proposers to include the proper forms acknowledging any addendums.
25. Mr. Turner reminded the Proposers to read Notice To Proposers No. 4103 DB for information regarding DBE participation. Mr. Turner also stated the DUNS requirements, and reminded the Proposers that the stipend for unsuccessful Proposers must be requested before MDOT can pay it.
26. Mr. Turner reminded the Proposers that the bid bonding agent for surety has to be a Mississippi Agent or qualified nonresident agent with the Power of Attorney and licensed with the Mississippi Insurance Department.
27. Mr. Turner reviewed the required Section 905 forms including Sheet 2-1, Sheet 2-2, Equal Opportunity Clause, DBE forms and Debarment Certification.

Summary:

28. Kevin Delva reminded the Proposers to please sign the disclaimer and electronic file release statement to receive the disks with electronic files.

29. Mr. Delva asked if a representative from Flatiron Constructors, Inc. was present. There was no response.
30. Ms. Mood concluded the meeting by thanking the attendees for their time, and asked if there were any additional questions.

Without any further questions, the meeting was over at approximately 11:00 AM.

If written comments or corrections to these minutes are not received by the undersigned within 10 days, the minutes as published will be considered to accurately reflect the meeting.

Joshua B. Revell, P.E.
Project Engineer

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Jackson, MS

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