



Village of Royal Palm Beach, Florida
Engineering Department
PW19RR – Road Resurfacing
Monday, August 5, 2019 at 3:00 pm

Pre-Bid Meeting ~~Agenda~~ Minutes

I. Welcome

- a. Please sign in
- b. Silence all mobile phones
- c. Introductions
 - i. ~~Chris Marsh – Village Engineer~~
 - ii. Adamo DiSisto – Project Engineer
 - iii. ~~Winston Blake – Project Construction Coordinator~~
 - iv. Tim Tack – Project Manager
 - v. ~~Paul Webster – Public Works Director~~
 - vi. ~~Rob Hill – Director of Community Development~~
 - vii. Vickie Day – Administrative Assistant III
- d. Purpose of this meeting
 - i. Overview of the Bid Documents
 - ii. Review the Plans
 - iii. Share other information
 - iv. Answer any questions

II. Bid Documents Overview

NOTE: The following sections are copied from the bid documents. This document was created to highlight specific parts of the contract. In no way is this document intended to supplement or modify the bid documents.

a. Invitation to Bid

Sealed bids will be received by the Village of Royal Palm Beach, Florida at the Office of the Village Clerk, located at 1050 Royal Palm Beach Boulevard, Royal Palm Beach, Florida 33411, for subject project **2:30 p.m. local time Wednesday, August 14, 2019, then opened publicly at that time.**

b. Project Description

**Milling and resurfacing of approximately 1.5 miles of Crestwood Boulevard from Okeechobee Boulevard to Saratoga Boulevard, with ADA curb ramp improvements and the reconstruction of the intersection of Crestwood Boulevard and Saratoga Boulevard.
Budget: \$1,000,000**

The Contract Documents will be open to inspection at the Clerk's office. Contract documents may be purchased after noon on Monday, July 22, 2019 from the Village of Royal Palm Beach, ATTN: Village Clerk, 1050 Royal Palm Beach Boulevard, Royal Palm Beach, Florida, 33411 at the following prices, which are non-refundable:

Complete Set:	\$25.00	Packaging & Mailing Charges / Set:	\$50.00
(Drawings & Project Manual)			

Bids must be accompanied by a Bid Security in the form of a certified bank check made payable to the Owner, or a Bid Bond. The amount of the security shall not be less than five (5) percent of the Bidder's total price indicated in Bid Form.

In accordance with F.S. 287.133 (2) (a), persons and affiliates who have been placed on the convicted vendor list may not submit bids, contract with, or perform work (as a contractor, supplier, subcontractor or consultant) with any public entity (i.e. Village of Royal Palm Beach) in excess of Ten Thousand Dollars (or such other amount as may be hereafter established by the Florida Division of Purchasing in accordance with F.S. 287.017) for a period of 36 months from the date of being placed on the convicted vendor list.

c. Instruction to Bidders

- 2.0.1 Bidder has read and understands the Bidding Documents and his Bid is made in accordance therewith.
- 2.0.2 Bidder has visited the site and is familiar with the local conditions under which the work is to be performed.
- 2.1 Bidders and their proposed subcontractors or sub-subcontractors of any tier for this work shall be qualified and licensed for this particular work by the Florida State Contractor's Board prior to time of submission of the bid. Florida Contractor's License Numbers must be shown on the Bid Form. The Contractor, subcontractors and specialty contractors must also be licensed to perform work in The Village of Royal Palm Beach, except where F.S. 205.065 and DPR Rules 92-203 Section 32 apply.
- 3.1.2 Bidders shall use complete sets of Bidding Documents in preparing Bids; the Owner assumes no responsibility for errors or misinterpretations resulting from the use of incomplete or illegible sets of Bidding Documents.
- 3.1.4 Bidders shall submit one (1) original bid packet and four (4) copies of the bid packet.
- 3.2.2 **Bidders requiring clarification or interpretation of the Bidding Documents shall make a written request, which shall reach the Owner at the address listed in 3.2.4 at least five calendar days (Thursday, August 8, 2019) prior to the date for receipt of Bids.**
- 3.2.3 Any interpretation, correction, or change of the Bidding Documents will be made only by Addendum. Written instructions regarding discrepancies, omissions or unclear intents shall be sent to all Bidder's, who have received bid documents. Interpretations, corrections or changes to the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely upon such interpretations, corrections and changes.
- 3.2.4 Bidders finding discrepancies and/or omissions or having doubt as to the intent of the any part of the Contract Documents shall at once notify the Project Engineer. Bidder's questions relative to bidding requirements, bidder qualification and contract award shall be directed to Vickie Day, Engineering Admin Assistant, 1050 Royal Palm Beach Boulevard, Royal Palm Beach, FL 33411, Telephone No. (561) 791-7092.
- 3.3.3 No Addenda will be issued later than three work days (Friday, ~~August 7, 2019~~ **August 9**, 2019) prior to the date for receipt of Bids except an Addendum withdrawing the request for Bids, one which includes postponement of the date for receipt of Bids, or one whose content is limited to the listing of additional approved manufacturers and substitutions.
- 4.1.10 The following forms, together, comprise a Bid and must be submitted with the BID PROPOSAL:
 - Bid Form
 - Bid Bond
 - Contractor Qualification Form

Trench Safety Affidavit
Schedule of Subcontractors
Sworn Statement, Public Entity Crimes
Truth-In-Negotiation Certification
Drug Free Work Place Certification
Certification Statute statue 215.4725

- 4.1.12 The contractor is required to bid the number of days necessary to complete the work. The owner may award the contract to the contractor with the lowest adjusted bid. The lowest adjusted bid will be determined by multiplying the value of the liquidated damages by the difference in the number of days the contractor bid compared to the average of all the days bid then subtracting or adding that value to the bid value depending if the contractor bid more than the average or less than the average number of days necessary to complete the work.**

The following liquidated damages apply to this project:

- 1) Substantial completion, liquidated damages of One Thousand Dollars (\$1,000.00) per day will be assessed for failure to substantially complete the overall project within the agreed time period following the "Notice to Proceed".
- 2) Final completion, liquidated damages of Five Hundred Dollars (\$500.00) per day will be assessed for failure to complete the overall project within thirty days following substantial completion.

- 4.3.1 All copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed as follows:**

**Project Number: PW19RR
Contractor's Bid Proposal for: Road Resurfacing
Village of Royal Palm Beach
1050 Royal Palm Beach Blvd
Royal Palm Beach, Florida 33411**

d. Supplementary Conditions

ARTICLE 13 – TESTS AND INSPECTIONS, CORRECTION, REMOVAL OR ACCEPTANCE OF DEFECTIVE WORK

SC13.03.B Modify this article by deleting the text and substituting the following:

B. The *CONTRACTOR* shall employ and pay; for the services of an independent testing laboratory to perform all inspections, tests, or approvals required by the Contract Documents, cost of testing and coordination associated with testing are to be included in the cost of materials and work being tested. There will be no separate payment for testing or coordination.

ARTICLE 14 – PAYMENT TO CONTRACTOR AND COMPLETION

SC-14.02A.3 Delete and replace with the following:

The amount of retainage with respect to progress payments is as follows:

10% retainage

e. *Project General Requirements*

SECTION 01010 – SUMMARY OF WORK

1.05 CONTRACTOR'S USE OF THE PREMISES

C. **Time restrictions for performing work:** All work shall be performed during daylight working hours, Monday through Friday, 7:00 AM to 6:00 PM on weekdays. The Contractor may extend working hours only if approved in writing by the Owner.

This project will follow work time restrictions as follows:

- **From the intersection of Okeechobee Blvd. and Crestwood Blvd. to 1,000 feet north of the intersection: 9:00 A.M. to 3:00 P.M.**
- **Portions of lanes in front of Saratoga Blvd. communities (Intersection Replacement Phases 2-5): 9:00 A.M. to 6:00 P.M.**
- **All other project areas may be worked from 7:00 A.M. to 6:00 P.M.**

1.07 EXISTING UTILITIES/MAIL SERVICE

A. **All existing utilities and mail delivery must be maintained in service during construction.**

SECTION 01720 – PROJECT RECORD DOCUMENTS

1.04 RECORDING

F. CONTRACTOR may make application for final payment (following the procedure for progress payments) after it has, in the opinion of the ENGINEER, satisfactorily completed all of the following:

- 1) Corrections identified during the final inspection
- 2) Removal and disposal of all temporary utilities developed to meet the requirements of the Contract
- 3) Delivery, in accordance with the Contract Documents, of the following:
 - a. All maintenance and operating instructions
 - b. Schedules
 - c. Guarantees
 - d. Bonds
 - e. Certificates or other evidence of insurance
 - f. Certificates of inspection
 - g. Electronic copy of Record Plans in PDF format
 - h. Electronic copy of As Built Plans in DWF format
 - i. Include all sheets (cover, plans, details, etc.)
 - ii. Shall include northing, easting, and elevation (XYZ) data for the following: Permanent structures, sanitary sewer structures and pipes, water structures and pipes, storm sewer structures and pipes, grade breaks on permanent surfaces, electrical pullboxes and light poles, irrigation valves and pumps, and any other features required by OWNER
 - iii. Data shall be provided utilizing the same horizontal and vertical controls as Construction Plans
 - i. Electronic copy of As Built Data in XLS format (template provided by OWNER)
 - j. Hardcopy of As Built Data signed & sealed by a professional surveyor

III. Plans Review

- a. Dumpsters must be supplied by Republic Services
- b. Please address all RFI's and any questions to the Project Contact below.

Project Contact: Adamo DiSisto, Project Engineer

Email Address: adisisto@royalpalmbeach.com

Phone Number: 561-790-5163

c. Permit

- i. Palm Beach County MOT Permit, for work at the intersection of Crestwood Blvd. and Okeechobee Blvd.
- ii. Village of Royal Palm Beach Engineering Permit, fees waived

V. Questions?

Q. Please clarify RFI and Addenda dates in Section II.

A. Last day to submit RFIs will be changed to Thursday, August 8th and last day to issue Addenda is Friday, August 9th.

Q. Can they drive on the base?

A. For Saratoga phases 2-5 *only*, limerock may be placed up to grade at the end of each workday to allow the work zone to be opened to traffic over night.

Q. Can you mill & pave on the same day?

A. Yes, as long as no section of milled road is opened to the public. The contractor shall not create a situation where the public drives on a milled surface.

Q. Will temporary striping be required on milled surfaces?

A. No, because no milled surface shall be opened to public use. Temporary traffic paint striping shall be placed on new asphalt only.

IV. Conclusion

- a. Bid packages are for sale in Village Hall for \$50.00
 - i. Bid package may be requested online for free at www.royalpalmbeach.com
- b. Today's sign-in sheet and minutes will be available online

Note:

The Village plans to issue an addendum soon that will cover, but is not limited to, the following:

- 1. Push the bid opening date back to Wednesday August 14th at 2:30.**
 - a. Last date for RFI's shall be Thursday, August 8th.**
 - b. Last date for Addenda shall remain Friday, August 9th.**
- 2. Plan updates related to the questions from the Pre-Bid Meeting.**
- 3. Removing some items from the ADA Improvements plan sheets.**
- 4. Corresponding adjustments to the Bid Form.**



Village of Royal Palm Beach, Florida
Engineering Department
 Road Resurfacing – PW19RR
 Monday, August 5, 2019 at 3:00pm

Pre-Bid Meeting Sign-In Sheet

Name	Company	Work Number	Fax Number	Email
Christopher Marsh	VRPB, Village Engineer	561-790-5161	561-791-7087	CMarsh@royalpalmbeach.com
Winston Blake	VRPB, Construction Coordinator	561-790-5121	561-791-7095	WBlake@royalpalmbeach.com
Timothy Tack	VRPB, Project Manager	561-790-0221	561-791-7095	ttack@royalpalmbeach.com
Adamo DiSisto	VRPB, Project Engineer	561-790-5163	561-791-7087	adisisto@royalpalmbeach.com
Vickie Day	VRPB, Admin. Assistant III	561-791-7092	561-791-7087	vday@royalpalmbeach.com
Rob Hill	VRPB, Building Official	561-790-5108	561-790-5129	rhill@royalpalmbeach.com
Paul Webster	VRPB, Public Works Director	561-790-5123	561-791-7075	PWebster@royalpalmbeach.com
Dominik Montes	RAPID Milling & Paving	561-517-8417	561-650-1334	SALES@rapidmp.com
MIKE KRACUNAS	RANGER CONSTRUCTION	561-793-9400	561-790-4332	ESTIMATING@RANGERCONSTRUCTION.COM
CRAG CONNORS	HARDRIVES	561-278-0456	561-278-2147	CFC@HARDRIVESpaving.com
Moe Monssari	J.W. Cheatham, LLC	561-471-4100	561-471-8348	JWCMOE@jwcheatham.com

--- Please leave a copy of your business card with this sheet ---