

Woodlawn Transfer Station – Site Improvements  
Pre-Bid Meeting  
February 17, 2010  
10:00 A.M. – 11:00 A.M.

200 Chesapeake Boulevard  
Elkton, MD 21921  
Perryville Conference Room

To open the meeting, Mr. Craig Marker introduced the project team to the Contractors:

Mr. Craig Marker, CCDPW – Engineering & Construction Division – Project Manager  
Mr. Pete Bieniek, CCDPW – Solid Waste Division - Chief  
Ms. Pam Lowe, CCDPW – Purchasing Assistant  
Ms. Angie Boyer, CCDPW – Inspection Supervisor  
Mr. Nick Farver, JMT – Engineer  
Mr. Matt Straughan, JMT – Engineer

- Ms. Pam Lowe discussed the general project requirements and highlighted the following items:
  - Bid Opening will be March 17, 2010 in the Perryville Conference Room
  - There is a local Contractor preference for this project. Information regarding how to submit Local contractor verification information is available in the project specifications on page LCP-1.
  - Cecil County has 90 days from the bid due date to award the project.
  - The Contractor will have 120 calendar days to complete the project and has 10 days from NTP to begin.
  - The Contractor is allowed to sublet up to 50% of the project.
- Mr. Craig Marker requested that the Contractors indicate their estimated time to complete the project for informational purposes only. The County will not compensate for an accelerated project schedule.
- Mr. Marker noted that because the site is a secure facility, he is available to take prospective bidders on a site visit Friday, February 19<sup>th</sup>, at 10:00 A.M.. Contractors that are interested in attending this site visit should email Mr. Marker at [CMarker@ccgov.org](mailto:CMarker@ccgov.org) between now and then site visit. Additional site visits may be coordinated with Mr. Markder if necessary.
- Mr. Nick Farver provided a brief overview of the scope of the project and noted specific items to pay special attention to including:
  - Relocation of the existing slide gate.
  - The pre-fabricated guard booth.
  - The engineered fill slope in the south work zone.

- The stormwater management (Sand Filter) facility; specifically that the bid item for the SWM facility was lump sum which included everything with the exception of earthwork.
- Mr. Marker noted that fees would be waived for the building and grading permit, but the contractor would be responsible for the required electrical permit.
- Mr. Marker noted that while 90 days are allotted for award of the project once bidding is closed, it is anticipated that the project will be awarded by April 6, 2010.
- Mr. Marker noted that questions were due by February 24, 2010, and that they should be submitted to the Purchasing Department with attention to Mr. Marker. Questions will be answered as soon as possible after that.

A summary of contractor questions and project team answers is provided below:

**Q:** *Would it make more sense to shut down the facility for a day or two in order to complete paving activities without paying premiums for after-hour or Holiday work?*

**A:** Cecil County has decided that the facility needs to remain open during construction. Bidders will be required to coordinate with the facility to avoid conflicts and should factor off-hour work into their bids.

**Q:** *Is it possible to delay the site visit until after the snow has melted?*

**A:** Due to the time constraints of the bidding and award process, the preliminary site visits will carry on as scheduled. Additional site visits can be coordinated with Craig at a later date if deemed necessary. Otherwise, bidders are instructed to use topographical information including contours shown on the plans.

**Q:** *Can the contractor agree to use the plan quantities as opposed to measured quantities?*

**A:** No, the contractor must use measured quantities for payment.

**Q:** *Does the existing electrical panel have space available for the proposed electrical work associated with the guard booth?*

**A:** Yes, however, bidders are encouraged to verify during the site visit.

**Q:** *Is there an estimate of the total project cost?*

**A:** Yes, but it is not available to prospective bidders.

**Q:** *There is no asphalt binder adjustment?*

**A:** Yes, there is no adjustment for asphalt binder.

**Q:** *Are the contract documents available?*

**A:** Yes, contract documents are available in three forms from the purchasing office. Hard copies are available for \$125, electronic copies on a CD are \$10, or they may be downloaded from the County website for free once the contractor is registered as a prospective bidder. All prospective bidders on the sign-in sheet will automatically be registered.