



GENESEE COUNTY PURCHASING DEPARTMENT

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November 5, 2014

ADDENDUM #1

**#14-029 CONSTRUCTION ENGINEERING SERVICES
GENESEE COUNTY PARKS AND RECREATION COMMISSION
Flint River Trail Extension – Stepping Stone Falls to Coldwater Road**

1. The attached minutes from the pre-proposal meeting and the answers to written questions received have been included in RFP #14-029.

Indicate on the Signature Page item #5 and the exterior of the envelope containing your proposal:

“ADDENDUM #1 RECEIVED”

**ALL PROPOSALS MUST BE RECEIVED AT:
GENESEE COUNTY PURCHASING DEPARTMENT
1101 BEACH STREET, ROOM 343
FLINT, MI 48502**

Cindy Carnes
Cindy Carnes, Purchasing Manager

G:/bid2/2014/14-029add1

**MANDATORY PRE-PROPOSAL MEETING
MONDAY, NOVEMBER 3, 2014, 3:00 PM**

**#14-029 CONSTRUCTION ENGINEERING SERVICES
GENESEE COUNTY PARKS AND RECREATION COMMISSION
Flint River Trail Extension – Stepping Stone Falls to Coldwater Road**

Genesee County Parks & Recreation Commission Staff Present:
Barry June, Deputy Director
Deborah Wilkes, Recording Secretary

Attendees:

Geric Rose, Fleis & VanderBrink
Jenean Robbins, Spalding DeDecker;
Kent Edwards, Rowe Professional Services Company;
Doug Schultz, ROWE Professional Services Company;
Ed Galczyunski, Testing Engineers & Consultants Inc;
Jeff Huhta, Nowak & Fraus Engineers;
Ben Buettler, Atwell
Jeff Cooper, Toolles Contracting.

Deputy Director Barry June introduced himself and offered copies of the RFP to the attendees.

This is a mandatory pre-bid meeting and all attendees must sign in. If a company is not represented here today and does not sign in, they will not have the opportunity to submit a proposal. All attendees were asked to leave a business card as well.

If you leave your email we will email a copy of these prints of the job. The plans are preliminary and subject to approval by the Michigan Department of Transportation.

This is a request for proposals for Construction Engineering Services for the Flint River Trail Extension from Stepping Stone Falls to Coldwater Road as indicated on the preliminary plans.

Mr. June pointed out items in the Request for Proposals that all proposers should pay particular attention:

Page 3: All sealed bids will be accepted until Tuesday, November 18 at 3:00 p.m. Bids should be delivered or mailed to 1101 Beach St. Room 343, Flint MI 48502. LATE PROPOSALS, OR PROPOSALS SENT BY FAX OR EMAIL WILL NOT BE ACCEPTED.

One original (clearly marked), one hard copy, and one electronic copy must be submitted. Review the RFP for the proper formats used to submit the electronic copy.

Today we will answer questions and copies of questions and answers will be posted in an addendum on the Genesee County Purchasing Department's website. Questions submitted after today's meeting must be submitted directly to the purchasing

department purchasing manager, Cindy Carnes, and those questions and answers will be posted in additional addenda on the website address provided in the RFP. Her email address and phone number is listed in the RFP. Keep checking the website for any additional addendums, changes, and/or corrections so you have knowledge of these items.

The County requires a signed insurance checklist with each proposal submitted so make sure you check that form.

Section 4: Minimum qualifications. We will be looking at your past work, if you have done this type of work, and also references for the work you have done in the past on this type of project.

Section 5, pages 12-14, Project Description: This is construction engineering for the Flint River Trail Extension. Anybody that has done this before, it shouldn't be anything new. It is basically a copy of what the Genesee County Road Commission uses when they bid for construction engineering.

Section 12, Format for Proposals. Make sure you are submitting in the proper format providing the essential information.

Section 13, Evaluation Criteria. We will be looking at the capability of the proposer, your prior experience, your references, personnel you have working on the project and then we will be looking at the cost and staff will be doing that. We will rank them and make recommendation to purchasing for who will be awarded. It is not strictly cost, but that will, of course have a strong influence of who it is awarded.

Q: How is this project funded?

A: The Genesee County Parks

Q: On the language for the road commission it says we'll be providing field manager. Are we going to expect the construction engineer to set up the field manager for it?

A: That is a software program for tracking projects. If this were truly a road commission project they would have more involvement and we are expecting this is not going to be the case here. Barry June will be in charge of the project. We will have some interaction with the road commission because they are the lead person for the Dept. of Transportation (DOT). Any documentation required by DOT or Road Commission will also need to be given to the parks.

Q: So it is DOT funded?

A: DOT is funding the construction project; engineering is funded by the Parks.

Q: So along with that, the road commission documents identify a full time inspection, and would you like to continue to see a full time there during the project or as needed?

A: On this particular project we would like to have someone there when the contractor is working. And if there are any issues identified, the construction engineer would contact the Deputy Director, Barry June because he (Mr. June) can't be there all the

time. His experience with contractors is if you are not there to watch them there is an opportunity for mischief and we want this project to go smoothly.

Q: Can everybody be using the same amount of contract days so that we are apples to apples as far as the length of the contract, base that on, pick a number, 2 months or however long?

A: You want to know how long it is going to take?

Q: Who did the design?

A: Fleis and Vandenbrink

Q: Is there a progress schedule as part of the MDOT letting that has been prepared?

A: There is no progress schedule that he is aware of. That is part of what your expertise would be. If you been in this business, if you have done trails you should know how long it takes someone to construct this, relatively accurately. So base your bid on your experience in this type of work.

Q: When will it go out to bids?

A: Probably February.

Q: Is there an estimated cost for construction?

A: Yes

Q: Is that sharable?

A: You should have a pretty good idea. We are not going to throw dollars out there because that is just an opportunity for someone to take a percentage and say well the bid should be 'this' and throw it at the wall and see if it sticks. He doesn't want to go down that road; we want to see you work for this. We had pretty good luck doing that on our last bid; not sharing that cost. I guess if you dig hard enough you can probably find that somewhere, it is public information.

Q: With the funding, is there an MDOT conflict of interest component that is in play as far as the design professionals not allowed to bid on the construction end of it?

A: No because the parks are paying for both ends of that program, the design and the construction.

Q: You had mentioned making these plans available digitally. Will the geo-technical report be available as well? I assume there are more soil borings than there was just done for the bridge abutment. Were there additional borings done along the length of the trail? Was that done prior to the design? I am assuming you did some borings following the current alignment?

A: It is in the works right now, actually the final report is.

No, the only borings are at the bridge abutment.

Q: Permits are still in review as well?

A: Yes. MDEQ permit and Genesee County Drain Commission Surface Water Management Drain Permit are in process.

Q: Are you looking for different segments of the trail to be completed in the area in conjunction with Stepping Stone Falls in advance of other portions? Just for your customer base, or just having the whole project done at the same time?

A: No, we're going to do the most cost effective way we can do it. I assume that will start at the Stepping Stone Falls end of the business and working our way to the north. Our customers will work around our construction. If there is not enough information here, then you'll have to put an exception in your bid.

Q: Will the sign in sheet be emailed to everyone as well as the minutes from this meeting?

A: No. The addendum and any other documents will be posted online at the Genesee County Purchasing Department website where the original bid was posted. Any additional questions that come in between now and before the deadline will also be posted there.

Mr. June: All questions after this meeting should be forwarded to Cindy Carnes, at Purchasing preferably by email at ccarnes@co.genesee.mi.us She will get the answers on an addendum. Page 8, Section 3, #2 is where her email is shown in the RFP.

Q: When will the plans go out?

A: We will check with Cindy Carnes to see if she wants them to go out with the addendum or before that. All questions must be received by Thursday, November 6.

Mr. June: A hard copy is available for review today if you would like to see it and it may generate some questions.

Only those attending this mandatory pre-proposal meeting today will be allowed to bid on the project. You must sign in and please leave a business card and email address.

Q: Is this putting a pre-manufactured bridge in?

A: Yes.