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| Meeting Minutes |
| Meeting namePre-Bid Meeting | Meeting dateJune 29, 2021 |  |  |  |
| Time2:00 pm | LocationVideo Conference |
| Project nameUNC Charlotte Reclaimed Water Infrastructure | Project numberSCO 17-17048-02A |
| AECOM project number60586285 | Prepared byPreston Johnson |
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1. Attendees: Preston Johnson (AECOM), Carl Chambers (AECOM), Brian Kugler (UNC-C), Greg Cole (UNC-C), Don Janus (UNC-C), Justin Collins (State Utility), Dorothy Vick (UNC-C), Kevin Bias (D.H. Griffin), David Daigna (UNC-C), Shawn Kelly (UNC-C)
2. PowerPoint Presentation Notes
	1. Bidding forms are found in Appendix A. Contractor must submit all necessary forms outlined in the Specifications.
		1. Bidding forms that must be submitted: Form of Proposal; Identification of Minority Business Participation Form; Affidavit A or B as Applicable (Not Affidavit C or D); and Bid Bond/Deposit. See Specifications and Contract Documents for complete forms and details that shall be submitted with the Bid.
	2. There are several alternates in the Contract. Please be sure that alternates are accounted for in HUB participation goals and forms.
	3. Dorothy Vick is UNC Charlotte’s HUB Coordinator. Contact Dorothy Vick with any questions about HUB participation for the Project.
	4. Bidders must submit for all Alternates listed in the Specifications and Contract Documents.
	5. Contractor is allowed to work from 8:00am to dusk, 7 days per week. Non-work day exceptions are UNC-C graduation, home UNC-C football games; and quiet hours for final exams. These dates shall be coordinated with the UNC Charlotte Project Manager.
	6. Contractor shall adhere to all ADA requirements for walkways and sidewalks, and alternate paths following all ADA requirements shall be provided when closing walkways and sidewalks. See Section 01 0000 General Requirements in the Specifications and all applicable notes on the Plans for ADA requirements.
	7. Open cutting of Toby Creek is only allowed during the pump around process that is being perform by others as part of the Mecklenburg County Toby Creek Stream Restoration Project. Contractor shall coordinate this effort. Open cutting of Toby Creek for the reclaimed water main installation is included in the 401/404 permit for the Mecklenburg County Toby Creek Stream Restoration Project. See applicable notes and callouts on the Plans.
3. Questions (Q) and Answers (A)

Q: Is there an engineer’s estimate for the project.

A: Yes, $2.5 Million.

Q: The project duration is stated as 210 days. Is this just the Base Bid?

A: No, the 210-day project duration is for the Base Bid, Alternate G-1, Alternate G- 2, Alternate G-3, and all other Alternates.

 Q: Can the project be a unit price instead of lump sum with multiple alternates.

 A: No, project shall be lump sum with alternates as stated.

 Q: Do site walk throughs, prior to the bid date, need to be scheduled with UNC-C?

A: Site walks along the alignment routes do not need to be scheduled in advance. However, access to cooling towers and buildings for mechanical connections must be scheduled with UNC-C in advance to obtain necessary access.

 Q: Will Bore & Jack and HDD bores be guaranteed bores?

A: Yes, each shall be guaranteed bores. See Specifications Measurement and Payment Section.