

## Pre Bid Minutes for Contract #4612161415

July 8, 2014 at Hagerstown Shop

Welcome and Introductions

Living Wage Requirements (Tier Two in Washington County)

0% Minority Business Goal for this contract Page #3

Project Description on Page #22

Equipment List reference to on page #46

### Questions / Answers / Notes:

- Do we need 50% of the equipment listed to bid? A) Yes; after opening of bids for Equipment and Experience Statement--How do you have to list the sub contractors? A) Attachment is in the book
- Do I need to Own 50% of Equipment? A) No
- Page #56: Are we requiring a bid bond? A) Yes
- NOTE: Four Salt Brine Spreaders on Equipment Requested List
- How is the 50% list to be presented to the Administration? A ) Page XVI to XXIII
- What is the stated insurance amount? Not specifically stated. Contactor would like a specific amount. A) Addendum #1 will address this. (Insurance stated on page 37 is what is needed per truck or piece of equipment.)
- Reference to Page #50 truck inspection sheet
- Will the Administration still calibrate the trucks? A) Yes
- Do you need to pass inspection to get retainer? A) Yes
- Time frame for contract plow trucks inspection completion? A) Administration will set up four Saturdays.
- Is the Prime responsible for to keep these trucks in good working order? A) Yes—Should the prime be prepared to replace any trucks that go down during the season? A) Yes

- Does the 71 total trucks allow for any spare trucks? A) No, all trucks will be used on large events.
- Is any of the trucks plow only or do they all need spreaders? A) All spreaders
- NOTE: Six loaders will stay at barns. The loaders will only stock barns when they are on the clock. If we are not in an event, the Administration will stock the barns.
- Was the 478 hours of the operations manager an estimate based on past winters? A) Yes
- NOTE: See page 28 for phases
- Phase Two calls for 30 Contractor single axle trucks, Can we use tandem axle trucks in place of the single axle? A) No, because of plowing on secondary roadways
- Has the Administration ever used 12 loaders in a storm event? A) The Administration would like to have those heavy duty loaders available in the event of extreme weather, that is why there is 12 on the Equipment Request list on Page #46
- Does a large Osh Kosh have any value in this contract? A) No
- Will the pre and post season retainers be paid for the loaders? A) Yes
- Are the loaders requested in this contract in addition to any loaders that the State has? A) Yes—Why wouldn't the state loaders be used as the additional 6 for phase 4? A) The state has issues of staffing all of the loaders when the storm event continues throughout shifts
- NOTE: The Rates do not change no matter the conditions of the storm.
- Concerns about the amount being paid for the large loaders. Those present felt that the hourly rates provided for the large loaders will not pay for the loaders. It was their opinion that the rates needed to be revisited. A) Rates will not be revisited.
- AVL's, who is responsible for them? A) Prime.—See Addendum #1
- Will all training materials be provided by SHA? A) Yes

- If work is performed out of county, will the equipment rate paid be paid at the higher rate or the bid rate? A) Washington County is the highest rate paid.
- If the Anti Icing units are out, should the Contract Operations Manager be out also? A) No need was the reply. Issue was raised: That would not be fair to the prime to have the equipment out from a sub for anti-icing, and be responsible, but not have the operations manager on duty.
- Does the prime decide what trucks to call in? A) Yes
- NOTE: Pre- season is not figured into the Item 1001 bid of the 478 hours.
- Do we plan to rewrite this contract? No.
- Subcontractor has 5 trucks, one truck is considered unsatisfactory by the Administration. Is there plan in place for replacing that truck? A) Up to the prime.
- Will the operations manager have all the work hours for all equipment used for billing purposes at the end of every event? A) Yes
- Will any trucks report to a satellite facility? A) Yes to Park Head (Need to address how we are going to sign sub contractors in and out. Perhaps a time clock will be used at the Hagerstown shop.)
- How was the 9001 item determined? A) It is an average of past winter expenditures.
- Are you asking the prime to not make any money off rental equipment? Where does the prime make their money? SHA cannot dictate how to bid to make a profit.
- If we have a hard winter and exceed the dollar amount for equipment, will there be a change order to cover the exceeded hourly costs of equipment? A) Yes
- Can the prime pay the sub a lower amount on the hourly rate for equipment? A) No