

Well House No. 9 & 10 and Water Production Well No. 9 & 10

City of Freeport

Pre-bid Meeting

Tuesday, July 12, 2011, 10:30am @ City of Freeport

Meeting Minutes

The following were in attendance:

Rick Wehling, Layne Christensen Company
Robert Albrecht, Albrecht Well Drilling, Inc.
Donald Rens, Municipal Well & Pump
Rick Schaalma, WDS Construction Inc.
Richard Stewart, Indiana-Illinois-Iowa FFC
Philip Copus, Winter Construction
Joel Foss, Stenstrom General Contractor Design/Build Group
Alan Olson & Tom Clark, Olson Well & Pump Commercial
Denise Ihrig, Jaynellen Holloway, Craig Joesten, & George Gaulrapp, City of Freeport
Terry Heitkamp, Fehr-Graham & Associates, Inc.

1. Completion Date – A clarification was requested on the number of calendar days for the completion of the project. The Bid Form or Proposal (as part of Addendum 1) and the Agreement indicate 400 days, however the “Notice to Proceed” says 90 days. The “Notice to Proceed” should read 400 days. This will be address in an addendum.
2. Well Drilling Material – All gray water, cuttings, etc. from the drilling operation shall be collected and disposed of off-site.
3. Construction Hours – Normal hours of operation shall be from 7am-7pm, however the 24-hour test pumping may be performed outside of these hours.
4. Test Pumping – The water from test pumping shall be discharged by means shown on exhibit “Site Plan and Erosion Control” (Appendix within the Water Production Well No. 9 & 10 specifications). The generator used for the test pumping shall include sound attenuation (70dBA @ 100’) housing, as the project is located within a residential area.
5. Building Permit – A building permit will be required for the well house at the cost of \$11 per \$1,000 of building cost. This will be address in an addendum.
6. License – Contractors for the project must be licensed with the City of Freeport at a cost of \$220. This will be address in an addendum.
7. Well Grouting – A concern was mentioned about the closeness of the 2 production wells and the grouting of one and not the other. It was addressed that both wells are cased down to the same depths.
8. American Made - The project doesn’t require materials to be American made.
9. Certified Payroll – Certified payroll shall be submitted on weekly bases. No payment application will be issued, until all certified payroll for that period has been provided.
10. Contracts – A clarification was requested on which contracts will be used since this project is funded through the Illinois Environmental Protection Agency (IEPA) loan. The contracts being

used will be the Agreement section. A revised Agreement (400 calendar completion date) will be addressed in an addendum.

11. Retainage – The contract documents refer to retainage; however do not include an amount. It was indicated that generally 10% retainage will be held until the project is substantially complete, and then the retainage may be reduced to 5%. This will be address in an addendum.
12. Engineer's Construction Estimate – The project is estimated at \$1.9 million.
13. Fencing – For site safety and equipment protection, it was recommended that contractors consider installing temporary or even the permanent fencing during construction.
14. Project Award – Per the contract documents, bids may be held for a period of 115 days. Following the bid opening, the project award will be processed through the Water & Sewer Commission, onto City Council, and then final award. The project will be awarded by September 30th (IEPA deadline for loan agreements)

The above meeting minutes represents Fehr-Graham & Associates understanding of all relevant issues discussed. If there are any errors or omissions, please correspond in writing to Terry Heitkamp.