



*City of Greenville, Ohio*  
100 Public Square  
Greenville, Ohio 45331  
Board of Control  
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**WAGNER AVENUE WIDENING PROJECT**  
**CITY OF GREENVILLE, OHIO**  
Mandatory Pre-Bid Meeting Minutes  
March 5, 2020 – 2:00pm

**1. Opening Remarks**

- a. Introductions/Sign in
  - i. Ryan Delk, Interim Safety/Service Director
  - ii. Katie Benge, BOC Clerk
  - iii. Denis Aslinger, Planning & Zoning Director
  - iv. Stephen Willman, Mayor
  - v. Chris Ward, City Inspector
  - vi. Matt Hoying, Choice One Engineering
  - vii. Gary Evans, Water Superintendent
  - viii. Michael Bocanegra, Walls Bros
  - ix. Gavin Bixler, Brumbaugh Construction
  - x. David Rapp, Outdoor Enterprise
  - xi. Sarah Harrison, America's Decorative Concrete
  - xii. Aaron Bath, VTF Excavation
  - xiii. Jacob Sowers, Double Jay Construction

**2. Bidder Briefing**

- a. Instructions to Bidders
  - i. Bids Due – Thursday, March 19, 2020 at 10:00 a.m. local time at 100 Public Square, Greenville, Ohio
  - ii. The Engineer's estimate for the project is \$2,059,899.25
  - iii. Time of Substantial Completion – October 1, 2020  
Final / Paperwork Completion – November 1, 2020
- b. The bid documents provided shall be used for submission of the bids. The Completed Bid Documents as described in the Instructions to Bidders, along with any necessary additional documents, must be used to submit the bid.
- c. Bids will only be accepted from plan-holders who purchased specifications and plans from the City of Greenville.
- d. The plans/spec book cost is \$46.25. For an additional 24x36 set of plans a 48 hours-notice is required and there is a separate \$65.00 fee.

**3. Summary of Work**

- a. This project is located in the area of Wagner Avenue
- b. The project consists of widening Wagner Avenue to three lanes and resurfacing the existing roadway from the Walmart parking lot out to Childrens Home Bradford Road. Included in this project is the installation of sidewalks, driveway approaches, storm, sewer, street lighting, pavement

striping ,waterline extensions across Wagner for future tie-in, hydrant legs shortening to place between curb and sidewalk and lower of 12" main in one location.

**4. Special Requirements**

- a. Ohio Prevailing Wages are to be paid.
- b. Katie Benge is the City's Prevailing Wage Coordinator.
- c. Employee interviews to verify wages will be conducted on the job site.
- d. City Income Tax is required to be paid for any work within the City. (1.5% of Medicare wages)
- e. Sales Tax Exemption Certificate: City is exempt from all sales taxes for materials to be incorporated into the work. Exemption Certificate can be obtained from the City Auditor's office.
- f. 100% Bid and Performance Bond(s) are required, per Ohio Revised Code.
- g. Insurance Requirements are listed in Supplementary Conditions Article 6, \$1,000,000 / \$2,000,000.
- h. The City of Greenville is to be named as "additional insured" on the certificate of insurance.

**5. Pay Application Requirements**

- a. Pay Requests must include the pay request forms in the spec book.
- b. Waiver of Lien
- c. Contractor's Affidavit
- d. Wage reports must be up to date for all workers before any pay request will be processed.
- e. We would like the wage reports on a weekly basis.

**6. Questions / Addenda**

- a. Additional questions must be submitted in writing by 12:00 Noon on Wednesday, March 11, 2020. Submit questions to [kbenge@cityofgreenville.org](mailto:kbenge@cityofgreenville.org).
- b. Questions will be answered in writing and e-mailed by 10:00 March 16, 2020.
- c. Please respond to all read receipt requests.

**7. Special issues**

- a. Maintain egress to all businesses during construction.
- b. Local traffic to businesses will need to be maintained. Road will be closed to through traffic.
- c. Notify Greenville Water Department minimum 7 days in advance to lowering 12" water main as a shut down will have to occur that effects business in the area.
- d. Notify Greenville Water Department minimum 2 days, prefer 7, in advance toward on hydrants.

**8. Contractor's Questions – Answers in Red**

What is the required connection unfused permanent under 625? **Connection per ODOT C&MS 725.15**

Where do we include our trenching, backfill and spoils pricing? **Per plan note; trenching is incidental to conduit installation.**

What is required for the power service? (please supply a detail and specs) **ODOT C&MS 625, 725, and SCD HL-40.20.**

What size ground rod required? **Per ODOT 725.16**

What tier should the pull box be? **Per ODOT 725.06**

What is the required depth of the trenches for the electrical conduit? **Per ODOT 625.13 and SCDs HL-20.11 and HL-30.22**

Can you supply a cat# for the fused and unfused holder kits? **Per ODOT 725.15 and SCD HL-60.12**

What is the required backfill in dirt areas and drive areas? **Trench per ODOT 625.13 – Drive composition shall be per plan as shown on sheet 4.**

**9. Meeting Minutes**

a. Meeting Minutes for this Pre-Bid meeting will be emailed to all attendees.

**10. The project will be awarded after full review and City Council's blessing.**

a. This project will likely be awarded on the first or third Tuesday in April.

**11. There was no site visit.**