



# Meeting Minutes

309 E. Morehead Street  
Suite 220  
Charlotte, NC 28202  
T: 704.358.7204

**Prepared for:** Charlotte Water

**Project Title:** Beaverdam Creek Pump Station Expansion Project

**Project No.:** 156932

**Purpose of Meeting:** Pre-Bid Meeting

**Date:** April 26, 2023

**Meeting Location:** Microsoft Teams Meeting

**Time:** 2:00 PM

**Minutes Prepared by:** Laura Reid, lreid@brwncald.com

**Attendees:** See attached sign-in sheet.

## Summary

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### 1. Introductions

- Charlotte Water
- Brown and Caldwell

### 2. Bid Process and Submittal Requirements

- MSBE Goal: 5%
  - Contractors are to meet the 5% CBI goal at the Bid Opening. If goal is not met at the Bid Opening CLTWater will allow 24 hours after bid opening for the contractor to provide information to meet the 5% goal. This would need to be submitted by May 19<sup>th</sup> 2:00 pm. The CBI goal includes all 3 tiers for subcontractors.
  - GFE points need to be met at time of bid. GFE points are above 50.
- Submittal Requirements
  - All questions on the bid package must be submitted in written to Laura Reid ([lreid@brwncald.com](mailto:lreid@brwncald.com)). Questions must be submitted 10 days prior to the Bid Opening.
- Contractor's Qualifications
- Site Visit will be April 27, at 2 PM at 9105 Windygap Road, Charlotte NC 28278
- Deadline for Questions: May 8, 2023
- Bids due: May 18, 2023 at 2:00 PM
  - Bid packages can be dropped in the drop box outside 5100 Brookshire Blvd prior to May 18<sup>th</sup> at 2:00 pm. The bid open can be attending in person or virtually.
  - Contractors should use the bid check list when compiling their bid packages. Bid bonds are to be included at the time of the bid opening.
  - Make sure all forms on the bid check list are included in the bid package.
  - Addendums will be issued by CLTWater and posted to Richa Graphics website and the CLTWater Opportunities website. Reach out to CLTWater or Richa Graphics for all addendums.
  - Liquidated damages are \$500 per day after substantial completion.
  - CITI does count towards the CBI goal.

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### 3. Overview of Project

- Summary of Work (Section 01 11 00)
- Schedule
  - 335 days to substantial
  - 365 days to final payment
- Work Sequence (Section 01 12 16)
- CITI – Systems Integrator

### 4. Critical Items of Note

- Section 43 23 92 – Pump Manufacturer and Model must be stated (paired pumps with same curve)
- Permits (all applied and granted):
  - Fast Track Sewer Extension
  - City of Charlotte Land Development Permit
  - Mecklenburg County Building Code Enforcement Permit
- Maintaining accessibility for CLTWater and/or emergency services

### 5. Questions

- None

# PRE-BID SIGN IN SHEET

## Beaverdam Creek Lift Station Improvements

FY23-ITBCON-26

April 26, 2023 at 2PM

| Representative Name | Company                           | Email  |
|---------------------|-----------------------------------|--|
| Jake Basinger       | Basinger Contracting Company      | <a href="mailto:jake@basingercontracting.com">jake@basingercontracting.com</a>           |
| Eric Haiderer       | Wharton-Smith                     | <a href="mailto:ehaiderer@whartonsmith.com">ehaiderer@whartonsmith.com</a>               |
| Grady McClamrock    | Crowder Construction              | <a href="mailto:gmclamrock@crowderusa.com">gmclamrock@crowderusa.com</a>                 |
| Randy Damm          | Crowder Construction              | <a href="mailto:rdamm@crowderusa.com">rdamm@crowderusa.com</a>                           |
| Kyra Anderson       | Southeastern Consulting Engineers | <a href="mailto:kyra@scepower.com">kyra@scepower.com</a>                                 |
| Mike Dougherty      | Southeastern Consulting Engineers | <a href="mailto:mike@scepower.com">mike@scepower.com</a>                                 |
| Misty Bost          | Hall Contracting                  | <a href="mailto:mbost@gmail.com">mbost@gmail.com</a>                                     |
| Ryan Levesque       | Shook Construction Co.            | <a href="mailto:rlevesque@shookconstruction.com">rlevesque@shookconstruction.com</a>     |
| Tony Horton         | Sunbelt Rentals                   | <a href="mailto:anthony.horton@sunbeltrentals.com">anthony.horton@sunbeltrentals.com</a> |
| Stephen Clark       | Brown and Caldwell                | <a href="mailto:sclark@brwncald.com">sclark@brwncald.com</a>                             |
| Martin MacVittie    | Brown and Caldwell                | <a href="mailto:mmacvittie@brwncald.com">mmacvittie@brwncald.com</a>                     |
| Laura Reid          | Brown and Caldwell                | <a href="mailto:lreid@brwncald.com">lreid@brwncald.com</a>                               |
| Chuck Bliss         | CLTWater                          | <a href="mailto:chuck.bliss@charlottenc.gov">chuck.bliss@charlottenc.gov</a>             |
| Murilo Bustani      | CLTWater                          | <a href="mailto:murilo.bustani@charlottenc.gov">murilo.bustani@charlottenc.gov</a>       |
| Frederica Love      | CLTWater                          | <a href="mailto:frederica.love@charlottenc.gov">frederica.love@charlottenc.gov</a>       |
| Bridgette Maxie     | CLTWater                          | <a href="mailto:bridgette.l.maxie@charlottenc.gov">bridgette.l.maxie@charlottenc.gov</a> |

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Beaverdam Creek Lift Station Improvements

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| Representative Name | Company  | Email  |
|---------------------|----------|--|
| Katherine Osborne   | CLTWater | <a href="mailto:katherine.osborne@charlottenc.gov">katherine.osborne@charlottenc.gov</a>   |
| Stuart Rosenberger  | CLTWater | <a href="mailto:stuart.rosenberger@charlottenc.gov">stuart.rosenberger@charlottenc.gov</a> |