

# CHECKLIST FOR PRE-BID CONFERENCE

## CASA GRANDE LANDFILL CULVERT HEADWALLS

Date of Conference: March 10, 2014  
Project No.: 14-LAN-1001  
Project: Landfill Culvert Headwalls  
Meeting Time: 10:30 AM Local  
Meeting Location: Main Conference Room,  
Public Works North Operations Center  
3181 N. Lear Ave  
Casa Grande, Arizona 85122

- 1. Circulate sign in sheet.
- 2. Landfill Culvert Headwalls – General Scope of Work:
  - The City of Casa Grande Landfill seeks to expand the traffic crossing width across the existing 2-72 inch CMP culvert by installing reinforced concrete culvert headwalls with guardrails on each end as shown on the Drawings.
  - This contract covers only the in-place construction of culvert headwalls. The constructed in-place culvert headwalls shall conform to the Drawings and Specifications herein.
  - All work shall be performed without interruption to daily operations of the landfill site. Contractor must coordinate with Landfill staff for any work which may interrupt the operation of landfill and schedule to perform that work after landfill business hours or during holidays.
  - The contractor shall provide all labor and materials necessary to furnish and install culvert headwalls. The contractor may propose alternatives for the purpose of meeting or exceeding expectations. However, any alternatives need to be approved by the City Engineer.
  - Concrete test samples at time of the pour shall also be required and test results shall be documented. Subject to approval of the City debris may be disposed off at the landfill at no cost to the contractor.
  - Contractor is responsible for obtaining all necessary permits. Any professional services required to obtain the required permit to and/or to install the improvements per the attached plans, are to be considered incidental to the installation. The fees for such permits will be reimbursable by the City. The City Permit Number is CDP-14-00275.
  - Contractor is to provide all product Warrantees and Operations and Maintenance manuals and other necessary information to operate the site.
- 3. Project Budget: \$30,000 to \$50,000

- 4. Bid Info
  - Bids will be received until 1:30 P.M. local time March 25, 2014 at the City of Casa Grande, City Clerks Office located at 510 East Florence Boulevard, Casa Grande, Arizona 85122.
  - Bids must include certifications included in the Bid Form
  - See Bid Package
    - Content of Bid
    - Any Addendums or Bulletins (City Clerk Site, 5-days before bid opening)
    - Schedule (Important Dates)
    - Summary of Items to be submitted with Bid (GI/5)
    - 10% Bid Bond
    - Contract award within 90 days
  
- 5. Contract Requirements
  - Contractors Insurance Coverage
  - 100% Performance and Payment Bonds required
  
- 6. Start and Completion of Work:
  - All submittals within fourteen (14) calendar days of the notice to proceed.
  - The work must be complete within **60 calendar days** of the notice to proceed (includes lead time & final acceptance).
  - Liquidated damages in the amount of five hundred dollars (\$ 500) per calendar day.
  
- 7. Miscellaneous
  - Questions regarding the Bid Documents shall be submitted to Abdul Rashid, PE, CFM, 520.421.8625, (arashid@casagrandeaz.gov). Questions are requested to be submitted no later than 10:30 AM march 17<sup>th</sup>.
  - Clarifications to Bid Documents will be by Addendum issued by the Engineer.
  
- 8. Technical Specifications (TS/1 through TS/4 and Exhibits)
  
- 9. The Landfill, located at NW Interstate-8 and Chuichu Rd (Indian route 15)
  - Site Visit- A site visit will be conducted at conference close.  
5200 South Chuichu Road,  
Casa Grande, AZ 85122  
Ph:(520) 421-8628
  
- 10. Questions/Discussion: