



**CITY OF ELKO**  
**MANDATORY PRE-BID MEETING**  
**ARPA PROJECT - CATTLE DR. (EXIT 298)**  
**ACCESS RD. & WATER LINE PROJECT**

**Date: July 20, 2023**  
**Location: City of Elko - 1550 STP RD. Elko, NV 89815**  
**Water/Sewer Shop.**  
**Time: 1:00 PM (Local Time)**

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**Introductions:**

**City Staff:**

- Dale Johnson: City of Elko, Utilities Director 775-777-7212 or [djohnson@elkocitynv.gov](mailto:djohnson@elkocitynv.gov).
- Jim Kerr: City of Elko, Water/Sewer Superintendent 775-388-8912 or [jkerr@elkocitynv.gov](mailto:jkerr@elkocitynv.gov)
- Andrew Storla, Water/Sewer Assistant Superintendent 775-388-1760 or [astorla@elkocitynv.gov](mailto:astorla@elkocitynv.gov) (Absent)
- Kelly Wooldridge: City of Elko, Clerk 775-777-7126 or [kwooldridge@elkocitynv.gov](mailto:kwooldridge@elkocitynv.gov). (not present)
- Diann Byington: City of Elko, Recording Secretary 775-777-7127 or [dbyington@elkocitynv.gov](mailto:dbyington@elkocitynv.gov). (Absent)
- Shelley Petersen-Ralph: City of Elko, Administrative Assistant 775-777-7210 or [s.petersen@elkocitynv.gov](mailto:s.petersen@elkocitynv.gov).

**Engineer and Staff:**

**Manhard Consulting:**

- Ralph Wenziger, P.E - Project Manager 775-887-5256 or [rwenziger@manhard.com](mailto:rwenziger@manhard.com).
- Andrew Motter, P.E - Operations Manager 775.321-6524 [amotter@manhard.com](mailto:amotter@manhard.com). (Absent)

**Construction Management:**

- City of Elko – Utilities Department will provide Inspections and Project Management.
- Summit Engineering, Survey and testing.

**Project BID Information:**

- **This project will be treated as a Public Works Contract and is an ARPA Project (Federally funded). Additional details may be required of the Contractor.**
- **Please pay special attention to the Special Provisions- Federal Requirements and all pertaining articles.**
- The Invitation to Bid published in the paper on **July 15, 2023**.

- Sealed bids due on **Thursday August 10, 2023 at 1:00 PM at Elko City Hall, located at 1751 College Avenue, Elko, NV 89801** in the Council Chambers Room.
- No late bids will be accepted. **NO EXCEPTIONS!!**
- Bid mailing is at bidder's risk, keep in mind most mail is delayed in Elko.
- Bidders must register with the City Clerk **and** also be listed on the plan-holders list prior to bid opening.
- Council may award on **August 22, 2023**, after 4:00PM at the regularly scheduled City Council Meeting.
- Bid Performance and Payment bonds are required.
- **Again, this is a Prevailing Wage FEDERAL Project:** All Certified Payroll Reports are to be submitted to the Clerk's office. Contact Kelly Wooldridge at 775-777-7126 or Diann Byington at 775-777-7127 or email [cityclerk@elkocitynv.gov](mailto:cityclerk@elkocitynv.gov).
- Apprenticeship Utilization Act Requirements are enforced on this project. [labor.nv.gov](http://labor.nv.gov) – Please Check the Nevada Labor Commission website for the verification process. If no Apprenticeship is available a waiver must be completed, this can be negotiated between City Clerk's Office and The Contractor.
- Prevailing Wages are required for this project. Wage Rates and Elko County Prevailing Wage Rates. The City Clerk will provide a link to these rates on the website for this project.
- All questions are due on or before July 27, 2023 by 3:00PM, and no later. The questions must be submitted by the General Contractor listed on the plan-holders list. All questions must be presented to the City Clerk, and all responses to questions shall be issued via E-MAIL to all plan holders. Questions and responses will also be posted on the City's website in the form of an Addendum.
- Project superintendent resumes will be required, and the superintendent shall remain on the project until project completion or as specified.
- Contract time is expected to be about 120 calendar days.
- Liquidated damages are \$1,000 per calendar day.
- City business license and correct and current Nevada contractor license (Classification A) is required.

**Estimated Project Cost (Engineer's Estimate)**

- **\$ 3.5 Million**

**Mobilization & Staging at site:**

- To be discussed, and maybe determined after Pre-Bid Meeting at site visit.

**Permits Required:**

- **Street Cut permit** may be required from the City Public Works Department.
- **Storm Water**, A SWIPP Permit will be required through NDEP. The City will be the owner and the contractor will be the operator. State Storm-water Control and NDOT regulations will be followed by the Contractor for the work in NDOT Right-Of-Way. Nevada State Storm-water Control and City of Elko Erosion Control and Storm-water Control requirements shall govern for the work outside NDOT Right-Of-Way
- **NDOT permit** will be required for the bores on the project, and permits are pending approvals.
- **Traffic Control Plan;** This will be the responsibility of the **Contractor**, and needs to be submitted to NDOT, and the City of Elko Public Works Department. Please work with all divisions regarding the TCP.
- **NDEP Permits** are pending.

**Disposal of Excavated, Removed/Demolished Material:** Construction material other than clean fill can be disposed of at the landfill at standard tipping fees. (To be paid for by the Contractor). Clearing and Grubbing Material should be removed from the site.

**Site Restoration:**

Disturbed areas need to be reseeded

Site Restoration: Reference the City of Elko Best Management Practices Handbook.

<https://cms1files.revize.com/revize/elkonv/WPCP-Management%20Plans-Construction%20BMP%20Manual-DEC2015.pdf>.

**Owner Furnished Items:**

- **Site Specific Training:** Site Specific Training will be required from the Water/Sewer Department. This is mostly in regard to the trenching and excavation, we want everyone to have this training all attendees will need to sign that they have completed the training. Either the Contractor can give this training, or the City can hold the training at the Utility Department Shop.

**Additional Information:**

- **Inspections:** As indicated above, Summit Engineering is expected to provide surveying, testing, and alignment. Inspections will be performed by the City of Elko.
- **Schedule Times / Day's and Hours:** Standard work schedule is expected, unless otherwise requested by the contractor.
- **Submittals, for supplies, materials, equipment:** Submittals for materials should be submitted to Manhard Consulting (Ralph Wenziger) as well as Dale Johnson,

City of Elko Utilities Director, and Jim Kerr City of Elko Water/Sewer Superintendent (see contact information above).

- Alternative water component fittings, materials, and equals will be considered, see specifications. AMSI/AWWA certified 61-372. Or buy America is preferred (No-Lead)
- With this project being a Federal Project a DUNS Number will be required!
- Flushing, and disinfection will be required per AWWA standards.
- The City will work with the contractor with supply chain issues on start dates and completion dates.
- DBE Guidelines - Please pay close attention to Exhibit 22- Nevada State Revolving Fund Disadvantaged Business Enterprise (DBE). An SRF DBE Handbook will be provided. Please pay special attention to the forms and guidance for contractors and sub-contractors. The highlighted forms below are required. Both pages of EPA Forms 6100-4 and 6100-3 are required with the completed bid package. EPA Form 6100-2 (DBE Subcontractor Participation Form). The DBE subcontractor can, as an option, complete and submit this form to the EPA DBE Coordinator /City at any time during the project period of Performance.

• Report	Provided By:	Completed By:	Submitted To:	Appendix
DBE Reporting Form 5700-52A Part II	SRF	Borrower/City	SRF	A
Form 6100-4	Borrower	Prime Contractor	Borrower	B
Form 6100-3	Prime Contractor	Sub-Contractor	Borrower	C
Form 6100-2	Prime Contractor	Sub-Contractor	EPA, Region 9/City	D

**A Site Visit is scheduled to follow this Mandatory Pre-Bid Meeting.**

## **ADDITIONAL MEETING NOTES / COMMENTS:**

- CAD drawings will be available.
- 18" PVC is the pipe being used. A Booster Pump will be planned in the future.
- There will be culvert crossings
- Road work does not need to be finished with Aggregate Base, finish can be dirt surface only.
- The City will provide water at no additional cost.
- No street cuts should be required
- There are three pipes that are tied into the scope of this project.
- Flared culverts are at 36" and 60" and have plain ends.
- The Scope of Work does not call for concrete, just RipRap.
- No GeoTec will be required.
- Tie Ends are stable and existing and are located at Tamarack Rd.
- There will be more discussion regarding the stripping of vegetation and hydro-seeding, Ralph will respond with expectation and scope of this item after discussion with Dale Johnson and Jim Kerr.
- There are three different areas of water source that will be available. City staff will address those sites when necessary.
- No pipe cross encasements will be required, just direct burry.
- Bore at casing will be a part of the Jack & Bore process. See Site Construction details.
- Notice to Proceed will be determined as we are more aware of material supply. The City will work with the Contractor on the NTP.
- Existing truss blocks should be restrained.

Site visit followed meeting.