

**Hardin County Item # 153.01 Design-Build  
Pre-Proposal Meeting Minutes  
October 2, 2015 1:00pm, KYTC District 4**

The meeting began at 1pm and was facilitated by Brad Bottoms. Brad reminded attendees to sign in and that the meeting was mandatory for any Design Build Team (DBT) leads that wish to submit a proposal on the project. The sign in sheet would be used to verify attendance prior to acceptance of proposals. Introductions were done for all attendees. Paul Sanders, who was not in attendance due to an emergency issue, was noted as the Design Build Project Manager.

Brad noted that the official record for the meeting would not lie with verbal discussion at the meeting but with the meeting minutes to be posted on Construction Procurement's website (this document). Brad noted that questions that could not be answered at that time would be answered via the posted minutes.

Brad provided a project description and discussed the "alternate bid proposals" in Section 7. The Alternates will need to have a cost submitted with the price proposal package covering the full anticipated costs for completion. However, the prices provided for the Alternate work will NOT be a consideration in scoring the price proposals. The Alternate work MAY be added to the contract at KYTC's discretion should available project funding permit. If Alternate work is added a revised completion date will be negotiated.

DBT's prequalification requirements and restrictions were discussed as clearly outlined in the RFP. The available stipend of \$50,000 to unsuccessful teams was discussed and it was noted that the Stipend is only available to teams that submit a fully responsive RFP. The proposal schedule as outlined in the RFP was discussed and it was noted that the latest allowed substantial completion date was November 1<sup>st</sup>, 2018. DBT's were encouraged to provide proposals that beat that schedule.

Environmental/HazMat was discussed and it was noted that ALL responsibilities lie on the DBT including but not limited to: coordination, costs, clearance, and any associated schedule delays. ALL ENVIRONMENTAL SUBMITTALS TO RESOURCE AGENCIES SHALL BE SUBMITTED TO KYTC FOR REVIEW. UPON REVIEW AND APPROVAL KYTC WILL THEN MAKE THE SUBMITTALS TO THE RESPECTIVE AGENCIES.

Design responsibilities were discussed. An alignment has been provided but the DBTs are encouraged to tweak the alignment to minimize impacts and costs which could affect both the technical and price proposal scores. A design speed of 45mph for KY251 and 55mph for KY434 has been set and designs should conform in all manner to these design speeds. A draft typical section has been provided. Driving lane and paved/graded shoulder widths must match the typical as well as the provided pavement design. The selection of a DBT does NOT imply KYTC's acceptance of the DBT's proposed design. As always KYTC retains the final approval over all designs, testing, reports, recommendations, etc.

The DBT is responsible for all Right of Way and Legal services required to clear the project for construction. Legal services include, but are not limited to: titles, closing & condemnations. Costs for

these services should be included in the price proposal (scored). The DBT is responsible for all schedules and delays associated with these services. KYTC will retain the responsibility of providing payments (checks) made to property owners during both Right of Way acquisition services as well as the result of any condemnations. The DBT is responsible for submitting a good faith estimate of the acquisition costs (those to be paid for by KYTC) based on their proposed design with the Price Proposal package. These costs will not be part of the price proposal scoring. This estimate will assist KYTC in allocating the proper funding for the project.

Utility relocations are the responsibility of the DBT. Relocations can be accomplished by any means agreeable to the DBT and respective utility company. ALL utility relocations will be paid for 100% regardless of public/private status and location within existing Right of Way. Costs for all utility relocations and required services shall be included in the Price Proposal (scored).

It was noted that specific MOT requirements were inadvertently left out of the RFP. Additional information will be added by addendum.

It was noted that the scoring equation in Section 17.4 is incorrect and will be corrected by addendum.

Two Questions were posed prior to the meeting via email to Construction Procurement:

**Question:** Can the lead entity be a joint venture, with one of the joint venture entities designated as the lead?

**Answer:** Yes, as long as specifically identified members of the joint venture collectively meet all pre-qualification requirements prior to submitting the Letter of Qualifications.

**Question:** Can the Letter of Qualifications be sent electronically?

**Answer:** No. A hard copy must be delivered to Construction Procurement.

Additional Questions were posed verbally at the Pre-Proposal Meeting:

**Question:** Is the cost of Right of Way Services to be negotiated with Professional Services after selection? Should the price proposal include Right of Way Services?

**Answer:** Lump sum cost for Right of Way acquisition services will not be negotiated. Cost of RW Acquisition services and Legal services shall be determined by the DBT and included in the Price Proposal (scored). Supporting units and information shall be included for these costs.

The "Scoping Meeting" paragraph in Section 11 will be replaced with a Pre-Right of Way meeting. An addendum will be posted.

**Question:** Can the provided pavement design be modified?

**Answer:** Only by written request to and approval from KYTC. Any approved changes will be posted as addendums.

**Question:** What are the design criteria for the pavement design? CBR?

**Answer:** A pavement design folder will be posted as addendum to Appendix A which includes a geotechnical report of pavement cores taken along the project. A CBR of 5.5 was assumed for the pavement design.

**Question:** Will KYTC Coordinate an open utility meeting with all the Utility Companies?

**Answer:** No. The DBT is responsible for all utility coordination.

**Question:** Are the utility companies aware of the project?

**Answer:** Some, but not all, of the companies on the list provided have been informed. The District will be contacting the utility companies to further discuss the project.

**Question:** Have the structures been examined? Does the Bridge need to be replaced? Will other drainage structures on the project need to be replaced?

**Answer:** The existing 3 barrel structure at STA ~578+00 on KY434 is required to be replaced with the project. The proposed structure type is at the discretion of the DBT as long as it meets all hydraulic and environmental requirements. All other drainage structures on the project may remain in place and be reused and/or extended if they are in good condition and meet proposed hydraulic requirements.

### Meeting Sign-In Sheet

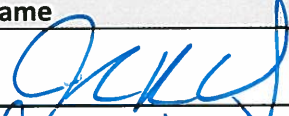



**Project:** Hardin County Item #4-153.01 Pre-Proposal Meeting  
KY251 / KY434 Reconstruction

**Meeting Date:**

Friday, October 2, 2015, 1:00pm EST

**Location:**

KYTC District 4 Main Conference Room

Name	Title	Company	Phone	Email
		KYTC		
		KYTC		
		KYTC		
		Co RWU/Like Vals		
Michael H Pmi		KYTC		
Debbie Hassell		KYTC -D4, Design		
Grant Williams		KYTC D4 Design		
Joseph Ferguson		KYTC D4 - Env		
Larry Krueger		KYTC D4 - Design		
Brad Bottoms		KYTC D4 - Proj Dev.		

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Name	Title	Company	Phone	Email
RYAN D. TINSLEY	ENGINEER	STRAND	502-583-7020	RYAN.TINSLEY@STRAND.COM
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Chris Proffitt	Project Manager	Scott & Murphy	270-796-7487	cproffitt@scottandmurphy.com







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Name	Title	Company	Phone	Email
John Edwards		KYTC		
Gary Valentine		KYTC		
Patty Dunaway		KYTC		
Dean Loy		KYTC CO - RW/Utilities		
Michael H Price		KYTC		
Debbye Hassell		KYTC - D4, Design		
Grant Williams		KYTC D4 Design		
Joseph Ferguson		KYTC D4 Env		
Larry Krueger		KYTC D4 - Design		
Brad Bottoms		KYTC D4 - Proj Dev		



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Name	Title	Company	Phone	Email
Ryan D. Tinsley	Engineer	Strand	502-583-7020	<a href="mailto:Ryan.Tinsley@strand.com">Ryan.Tinsley@strand.com</a>
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Chris Proffit	Project Manager	Scott & Murphy	270-796-7487	<a href="mailto:cproffit@scottandmurphy.com">cproffit@scottandmurphy.com</a>

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Name	Title	Company	Phone	Email
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