



TOWN OF MANCHESTER

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Melinda Smith, MAYOR

Town of Manchester Street Asphalt Rehabilitation FY25 Pre-Bid Meeting

Meeting Date: July 9, 2024

Location: Manchester Town Office Building
3337 Victory Street
Manchester, Md. 21102
Outside Meeting- Pavilion #1/Christmas Tree Park

Attendees and contact list:

Corbin Wood---C.J. Miller---443-789-4008---cwood@cjmillerllc.com

Rodney C. Kuhns--- T.O.M.---443-789-7556-rkuhns@manchestermd.gov

Dan Trumpower---C.J. Miller---410-984-7175---Dtrumpower@mtlaney.com

David Brown---T.O.M.---443-375-1631---Dbrown@manchestermd.gov

Bryant Mann---White Pine Paving---410-365-3291---pavemann@gmail.com

Summary of items discussed:

1. Pre-Proposal meeting began with introductions and signing in.
2. Mr. Kuhns went through project highlights/reminders.

A. Contractors are encouraged to read the bid documents thoroughly.

B. This project involves the asphalt rehabilitation of the following nine (9) areas **as marked:**

- Brightside (approximately 750ft)- two (2) inch mill and overlay.
- Maiden Lane (Beaver St. to 3192 Maiden Lane)- two (2) inch mill and overlay.
- Washington Way (Bert Fowler Rd. to Ridgeleigh Court)- two (2) inch mill and overlay.
- Southwestern Avenue (Charmil Drive to just past the ballfield) - two (2) inch mill and overlay.
- Bachman Road (Sutton Court to Holland Drive)- two (2) inch mill/overlay and full depth patch.
- Victory Street - two (2) inch mill and overlay.
- Hilltop Drive - two (2) inch mill and overlay.
- Manchester Post Office (back Lot) - full depth patch.
- Manchester Town Hall (front lot) – remove concrete, replace with six (6) inches of pervious asphalt.

C. Added items:

- Town Hall Lot:
 - ✓ Re-install parking blocks and signs at in-kind locations.
- Across from 3080 Maiden Lane (stone driveway to the apartments):
 - ✓ Pave five (5) feet into the driveway as an apron, including surrounding the meter vault. The Town will supply a weight bearing frame and cover if the existing one is not.
- Reminder, all road markings get replaced to in-kind with thermos-plastic white within the limits of this project. Additionally, if there are any stop bars and the word (Stop” missing at stop signed locations (within this project limits), install it. Lastly, install a stop bar and the word “Stop” on Holland Drive Bachman Rd (add this to the Bachman Rd. paving bid item).

- All berms to be replaced to in-kind length/width/height/locations.
- D. Bids are due on or before Thursday, August 8, 2024, 10:00am at the Town Hall, 3337 Victory Street or may be mailed to P.O. Box 830.
- Drop off at our Town Hall receptionist (8:00am to 4:00pm) or there is a drop box outside of the entrance for after hours.
- E. Bid opening will occur the same day (8/8/24), 10:15am at the Town Hall.
- To the lowest responsible bidder.
 - The Town reserves the right to reject any or all bids.
 - Entirely or in part, in order to stay within budget to one (1) company.
 - This project will be awarded tentatively Tuesday, August 13, 2024, at the Town Council meeting (7:00pm).
- F. Completion date set at, on or before Friday, November 22, 2024.
- G. Workmanship/Materials are subject to a one (1) year warranty and one (1) year warranty on any warranty repair work.
- H. The Town will be inspecting this project.
- I. MOT is the contractor's responsibility.
- J. Adjusting manhole frames/covers and roadway water valve vaults to meet flush grade is the responsibility of the contractor.
- K. All transitions are to be smooth as practical, including pavement to grass areas. The Town may require mulch and seeding to alleviate grassy area tripping hazards.
- L. Repairs to manhole frames/covers, and/or roadway water valve vaults is the contractor's responsibility before and/or after paving.
- M. Work hours are set at 7:30am to 5:00pm.
- N. The Town will handle resident notifications, no-parking signs and posting the project on our social media.
- O. A critical path/schedule is expected by the contractor at least two (2) weeks before project start.
- P. To clarify; the two (2) inch top coat that is called out in the bid documents shall be a rolled finish measurement, additionally, if full depth restoration is required, it shall be a four (4) inch base coat rolled finish measurement and a two (2) inch top coat rolled finish measurement.
- Q. The Contractor shall accommodate mail deliveries and trash pick-up during this project's timeframe. Trash day is on Wednesday.
- R. Asphalt fabric will not be required for any locations of this project.
- S. Any additional questions may be sent to Rkuhns@manchestermd.gov. All questions and answers will be shared with the entire group.

Thank you for attending. We look forward to working with you on this project!!
Sincerely,

Rodney C. Kuhns
Director of Public Works



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