

**CITY OF KYLE  
N. BURLESON STREET IMPROVEMENTS  
PRE-BID CONFERENCE  
AGENDA**

A Pre-bid conference is scheduled for 2:00 PM on June 11, 2018 at the City of Kyle Public Works Department Training Room, 520 E RM 150, Kyle, TX 78640.

1. Welcome

This is a Pre-Bid Conference for the N. Burleson Street Improvements project for the City of Kyle, Texas. Bids for the projects are to be submitted no later than 2:00 PM on July 2, 2018 at the City of Kyle Public Works Building located at 520 E RM 150, Kyle, TX 78640. Bids will be opened at that time and read aloud. Attendance at this conference is not mandatory to bid the project. All participants need to complete the Pre-Bid Conference Attendance Record.

2. Introductions

Jo Ann Garcia is the Owner's representative for this project.

Jimmy Haverda is the Owner's representative at the site.

Jessica Rodriguez is the Project Manager for the Project and is responsible for the day to day management of the project and in particular the design aspects of the project.

Sean Barry is the Project Engineer and is responsible for the review of technical information related to the design intent and any modifications made to the design.

3. Questions for the project should be directed to the following individuals:

Contact Jo Ann Garcia with all questions related to the project. (512) 262-3949, [jgarcia@cityofkyle.com](mailto:jgarcia@cityofkyle.com)

Copies of the Specifications and Bid Documents will be on file by May 29, 2018 and may be examined at the following locations:

- City Hall, 100 West Center Street, Kyle, TX 78640
- Public Works Building, 520 E RM 150, Kyle, TX 78640

- Builders Exchange, 4047 Naco Perrin, San Antonio, TX 78217

Bid Documents in an electronic format on Compact Disc (CD) may be obtained at City Hall located at the address above at no cost. Bid Document CD's may also be obtained at the offices of Freese and Nichols, Inc., 10431 Morado Circle, Building 5, Suite 300, Austin, TX 78759, (512) 617-3100.

4. A Geotechnical Report was prepared for the use of the Owner and Engineer in preparing the Contract Documents. This report is based on limited tests. Any boring logs or other geotechnical information shown in the plans or attached to the Contract Documents are not a part of the Contract Documents. The Geotechnical Report is located at the City website for information as needed: <https://www.cityofkyle.com/rfps>.

All subsurface and/or soils information is furnished for the bidders' and Contractor's information only and neither the Owner nor the Engineer make any representation as to its accuracy or adequacy by making such information available. Prospective bidders and Contractors are to make such explorations, analyses and other investigations as required to inform themselves of the actual conditions to be encountered in performing the Work required by the Contract Documents.

5. Review the scope of the project
  - a. Overview of project
  - b. Special construction requirements
    1. Insurance requirements for work in railroad ROW
    2. Coordination with Union Pacific
    3. Communication with adjacent property owners regarding access to their properties, water shutoffs, etc.
    4. Communication with Post Office for temporary delivery of mail
    5. Communication with Housing Authority for utility work, resident notifications
    6. Texas Disposal Systems for temporary trash pickup locations
    7. No parking of equipment or employee vehicles on the south side of Marketplace (Flea Market)
    8. No parking of equipment or employees vehicles in the Saint Anthony's Church parking lot without approval of the church. Contractor is responsible for coordination with the church.
    9. Contractor is to provide temporary access and/or provide accommodations through the project area to all property owners adjacent to Burluson. Closure of driveways during construction is to be coordinated between the property owner and Contractor. The City has started communication with businesses between Miller and Lockhart to prepare these owners and notify their customers. San Long, the owner of restaurant at the southeast corner of Burluson and Lockhart, has stressed the importance of customers having access to the drive-thru window to his business off of Lockhart.
    10. The City is open to consideration of alternate construction sequencing. Alternate construction sequencing shall be submitted by Contractor for

Owner's review and approval. Owner will work with Contractor to try and minimize the barricades and signage that are needed.

- c. Coordination with others
    1. Public Works (for utility testing, etc.) – Warren Christian (512) 738-7292
    2. Union Pacific (scheduling, flagging) – Andrew Hudanish (346) 305-0985
    3. Utility owners (as needed)
      - a. PEC – Blair Smith (512) 590-0267  
PEC – Ricky Hess (830) 992-5396
      - b. Centerpoint – Clifford Wharton (830) 643-6927
      - c. Frontier – Robert Downs (830) 997-5937
      - d. Time Warner – Kenny Molina (512) 348-1817
      - e. Qwest (in vicinity of RR ROW) – contact unknown
    4. Adjacent Land Owners – Available information to be provided to the Contractor (Name, Address, Phone Number)
    5. Housing Authority - Frank Arredondo (512) 268-7801
    6. Texas Disposal Systems – Ray Bryant (512) 487-2716
    7. Post Office - Robert Tenorio or Rebecca Tatum (512) 268-5541  
([JohnRobert.Tenorio@usps.gov](mailto:JohnRobert.Tenorio@usps.gov))
  - d. Materials furnished by Owner
    1. Water (at corner of Selvera and Burleson); startup to be coordinated with City
  - e. Salvageable and excess material
    1. Ductile iron pipes to be delivered to Public Works yard. Contact Harper Wilder for access to yard.
6. Review Special Contract Provisions
    - a. Type of contract and submission of bid.
    - b. Required bonds (Bid, Performance, Payment, Warranty Bonds)
    - c. Construction schedule and liquidated damages, penalties or fines that may be incurred.
  7. Questions from Contractors