

**MEETING MINUTES**

**DATE:** March 28, 2014

**MEETING DATE:** March 25, 2014

**PROJECT:** Swinging Bridge Maintenance Repairs  
Parks Project No. WB-10  
Contract No. 2014-WB-10

**BY:** Walter J. Hoey, III, P.E. (Century Engineering) *WJH*

**IN ATTENDANCE:** See Sign-In Sheet

**SUBJECT:**

Pre-Bid Meeting

**DISCUSSION:**

The mandatory Pre-Bid meeting for the above referenced project was held on March 25, 2014 at 10:00 a.m. at the project site, located in Brandywine Park, Wilmington, Delaware. DNREC Parks (Parks) briefly described the project listing the replacement of the timber bridge deck, cleaning and painting the steel superstructure, steel repairs, and minor grading and stabilization.

Parks noted the following:

- Duration of the project is 85 working days.
- Bids are due on April 14, 2014.
- Questions must be submitted to Parks in writing before April 7, 2014.
- Addendum 1 will be issued on April 10, 2014 and will include the addition of 250 linear feet of timber fence to be constructed along the existing Greenways Trail, starting at the railroad bridge pier and extending toward Van Buren Street.
- The site must be secured to prevent pedestrian traffic.
- Only two vehicles will be allowed to park at the construction site. All other vehicles must park in the parking lot located under I-95. The exception to this being the equipment needed to clean and paint the bridge.
- This project shall utilize Highway Wage Rates.
- Galvanized button socket bolts shall be used to secure the new timber deck to the existing superstructure.
- Nothing is to be stored on site.
- Utilities must be marked out by the Contractor.
- The Contractor is required to maintain the same full time superintendent/foreman to be present on site whenever there is activity.
- Per the requirements of the Division of Facilities Management, all waste must be handled

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in accordance with the waste management specification that requires segregation of the different materials and documentation of the disposal location.

Century Engineering (Century) provided additional detail as follows:

- The base bid will include oak deck boards and Alternate 1 will include ipe deck boards. Ipe decking is thinner than the oak and will require shimming near the abutments, as shown on the Plans. Shimming will be included in the cost for Alternate 1.
- Grading will include exposing the steel connections at the deadman anchors and providing positive drainage toward the river.
- Resetting the bridge truss bearings and installing anchor bolts and neoprene bearings.
- Maintenance of Traffic for vehicles will be required on North Park Drive per the Plans.
- Maintenance of Traffic for pedestrians will be required near Van Buren Street per the Plans.

One contractor asked if he could bid only on the deck replacement. Century answered "no."

One contractor asked if it was necessary to capture debris beneath the bridge with netting, etc. Century answered that all material, including blasting material, must be captured and disposed of properly.

These minutes represent the author's best recollection of the discussion. If there are any revisions please notify the author within seven (7) days of receipt of these minutes.