



CASPER  
200 PRONGHORN  
CASPER, WY 82601  
P: 307-266-2524

### **Pre-Bid Meeting Notes**

**Project:** Town of Rolling Hills 2024 Surfacing Improvements Project

**Date** January 16, 2024

**Attendees:** Brad Holwegner, WLC  
Phil Ostrander, Knife River  
Mark Foster, JES Services  
John Ramage, 71 Construction  
Teresa Montgomery, Town of Rolling Hills via phone

**Pre-Bid meeting held at WLC Engineering and Surveying on January 16, 2024 at 2:00 PM. The following items were discussed:**

- Bid Opening: Thursday, **January 23, 2024, 2:00 PM** at WLC Engineering and Surveying, 200 Pronghorn, Casper, WY 82601.

Required submittals with Bids were discussed including:

- Bid Guaranty or Bid Bond.
- Itemized Bid Schedule.
- Signed Bid Form
- Certificate of Residency if bidding as resident.

Bidders were reminded that Bids will be publicly opened and read aloud. A bid tabulation will be provided to all bidders.

Bidders were reminded of the Completion dates: Substantial **August 2, 2024**, Final **August 19, 2024**.

Bidders were advised to thoroughly review each item in the Measurement and Payment Procedures. There are several subsidiary items.

It was noted that the Magnesium Chloride bid item includes the loosening of the top 1" to 2" of existing base material, application of magnesium chloride and rolling of existing base course. Newly constructed roads receiving magnesium chloride and double chip sealing have been closed to the public since having been completed. Water can be accessed through the Town of Rolling Hills non-potable water tank free of charge.

Bidders were reminded that a Chip Seal Compatibility test will be required and that chips are to be cleaned up and swept to the side of the road.

Bidders were advised to review the Special Provisions SP-1, SP-2 and SP-3 for Chip Seal Surfacing, Temporary Traffic Control and Magnesium Chloride.

Bidders were advised to review the supplementary specifications for General Construction Requirements and City of Casper Asphalt Paving Specifications.

Contractor Questions:

1. Contractor asked where they could stockpile material.

Response: The Town of Rolling Hills would allow material to be stockpiled near the Town shop.

2. Contractor asked the chip seal test strip would be required.

Response: WLC would like to be there to witness the beginning of chip sealing to see that the means and methods are working according to specifications and that no specific test strip overnight would be required.

Pre-Bid Meeting Agenda is attached.



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Brad Holwegner, PE  
Project Manager



TOWN OF ROLLING HILLS  
2024 SURFACING IMPROVEMENTS PROJECT  
Town Rolling Hills, Wyoming  
January 16, 2024 – 2:00 P.M.

PRE-BID MEETING OUTLINE

Announcement of meeting purpose:

Introductions: Brad Holwegner – WLC  
Teresa Montgomery – Town of Rolling Hills

Review Project Specifications:

- Bid Opening: **January 23, 2024, 2:00 PM** at WLC Engineering and Surveying, 200 Pronghorn, Casper, WY 82601.
- Bid Requirements:
  - Bid Guaranty or Bid Bond.
  - Itemized Bid Schedule.
  - Signed Bid Form
  - Certificate of Residency (if bidding as WY resident)
- Bids will be publicly opened and read aloud. A bid tabulation will be provided to all bidders.
- Agreement – Completion dates: Substantial **August 2, 2024**, Final **August 19, 2024**
- Measurement and Payment:
  - Note that several items are subsidiary to the specific bid items. The subsidiary items are noted in the Measurement and Payment Section.
  - Suggest reading M&P Section Closely.
  - Magnesium Chloride bid item includes the loosening of the top 1” to 2” of existing base material, application of magnesium chloride and rolling of existing base course. Newly constructed roads receiving magnesium chloride and double chip sealing have been closed to the public since having been completed. Water can be accessed through the Town of Rolling Hills non-potable water tank free of charge.

- Special Provisions:
  - Chip Seal Surfacing – Contractor shall provide compatibility test prior to construction. Alternative chip seal oils will be considered as long as they meet minimum specifications and pass a compatibility test with the proposed aggregate.
  - Temporary Traffic Controls-Contractor is responsible to establish uniform requirements for detours, signs, barricades and traffic control plans associated with construction activities performed on or affecting the Town of Rolling Hill's Streets. Traffic control plans will be required for submittal to the Project Engineer prior to beginning construction activities.
  - Magnesium Chloride-Contractor is responsible to furnish all materials, equipment, labor and incidentals required for the application of Magnesium Chloride.
  
- Supplementary Specifications:
  - General Construction Requirements – This specification covers general modifications to Section 101, Division 100 of the Standard Specifications.
  
- Contractor Questions