

**Friday, February 01, 2019 - 12:00 NOON**

**Bidders Meeting**

ATTENDEES:

Ockers Company	Jeff Margoupis
Matrix	Chris Lynch
CMS Landscaping	Bob Cameron, Jay Ouellette
Tri Wire Engineering	Justin Chaplin
Collins Electric	Paul Burlison

From Shutesbury MLP:

Gayle Huntress, MLP Manager

Graeme Sephton, MLP Board

Jim Crowley, Technical Project Manager

Jim Hemminway, Broadband Committee

Meeting notes:

Welcome - Town of Shutesbury MLP invitation for bids for fiber to the premise installation – bid number 19-01.

**Q: Do the risers need protection? How is the footage of risers taken into account for underground installations?**

U-guards should be placed above grade for all underground installations per the specifications in the bid. We have not accounted for risers footage in the estimated amounts.

**Q: How will you deal with deviations from the footage lengths for the underground installations? Explain the process for the underground installations (new dig).**

(From page 18) For all other Outdoor Installations (curb to NID), requiring underground construction Contractor shall contact subscriber and arrange site visit to inspect each service request location with the homeowner present. This applies for any situation where the homeowner has requested a consult, or any new conduit installation is to happen.

In consultation with Homeowner for each request, the Contractor shall sketch and estimate cost of new conduit work.

Have Homeowner sign estimate, clearly noting "Subscriber Billed Costs" for any requested installation upgrades (See section 2.3.4 in Invitation For Bid).

Submit estimate to the MLP Project Manager (PM) for approval.

After the approval, the contractor is granted a 10% allowance above the installation. (See Page 9, Section 3.3.4 in the General Conditions for full explanation)

**Q: Are police details the responsibility of the Contractor?**

YES, note the line item in the bid for police detail amount. Per our police chief, police details are only needed for circumstances where a truck and equipment is IN the roadway. We encourage Contractor to batch the work together that requires police detail presence for efficiency and reduction in costs.

**Q: How much machine plow footage percentage do you expect and how much machine trench percentage do you expect?**

We estimate 75% of the footage will be machine plow and 25% will be machine trench. Unit quantities specified in the Bid Form are based on total best guess estimates, to allow Contractor to gauge the approximate scope of the total work involved – but are only estimates.

You're welcome to submit questions up until three business days before. So we'll take questions up until 5PM on Thursday Feb 7<sup>th</sup>. Answers will be given by Friday, Feb 8<sup>th</sup> at 5 PM. Please email your questions so we have them in writing.