



SHELBY COUNTY
HIGHWAY DEPARTMENT
506 HIGHWAY 70
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(205) 669-3880
www.ShelbyAL.com

March 8, 2023

MEMORANDUM

TO: Prospective Bidders

FROM: Cody Long, P.E., PTOE
Chief Civil Engineer

RE: Project SCP 59-937-23
Repair, Resurfacing,, & Traffic Stripe for Various County Roads

The following is a summary of the Mandatory Pre-Bid Meeting discussion and meeting minutes.

Date & Location of Meeting: 3/8/2023 10:00AM Shelby County Highway Department Office

Those Present:

Cody Long, Shelby County	Charlotte Garvin, Midsouth Paving
Tilman Holloway, Wiregrass Construction	Scott Holladay, Shelby County
Greg Caldwell, Dunn Construction	Ty Wilson, Shelby County
David Willingham, Shelby County	

Minutes prepared by: Cody Long

Items Discussed:

1. Cody Long introduced the project team. Cody Long and Ty Wilson will be the primary points of contact for the project.
2. Cody Long Addressed the following items:
 - A. Plan Items:
 - a. Note 205 – Truck Weight Ordinance **(Covered in the attached amended sheet 2J)**
 - i. The County will enforce the weight ordinance for subdivision units (32-35)
 - ii. The County will allow highway limits for the other units. We may limit to 18 tons on units in poor condition.
 - b. Notes 210,211, 214, 222, 223, 226, 228, 231 – were covered/reviewed.
 - c. Units 3 & 34 – OGFC. Truck limits will be enforced on Meadow Drive.
 - d. Unit 6 – Valentine Circle length has increased to 3,657 ft now that we will do Wilsonville's part too; this now means all of Valentine Circle. **(Covered in the attached amended sheets 2H, 3, 3A, 3B, & Project Bid sheet)**

- B. Testing Requirements:
 - a. The County will require BMT20's to be submitted for units that require them based upon asphalt quantities per ALDOT Standards.
 - b. The County will conduct a plant inspection at some point during the project.
 - c. The County may require verification tests based upon the results of Contractor testing.
 - d. The County will conduct in place density testing on any unit at any time.
 - C. Note that on Sheet 5 the following is included: For drop-offs of 3 inches or more - The contractor is to construct a wedge of unclassified excavation or crushed aggregate base. The cost of placing and removal shall be a subsidiary obligation of the adjacent layer. This is also covered on Sheet 2 and note 720.
 - D. The Contractor will be limited to 2 active paving, milling, and/or surface treatment crews at a time. The County will consider additional crews under limited circumstances. The request must be made to the Assistant County Engineer or the Chief Civil Engineer a minimum of one week in advance. Additional crews will beyond two will require approval from the Assistant County Engineer or Chief Civil Engineer prior to beginning work.
 - E. The Contractor will be required to attend Progress meetings with the County throughout the length of the project. The meetings will be held on a regular basis with the frequency to be determined after the NTP is issued. As a part of the meeting the Contractor will be required to provide a schedule of the upcoming units to be paved.
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- 3. Greg Caldwell had a question regarding the previous project note requiring an ALDOT Certified asphalt plant located within Shelby County. That note as well as other notes from 2022 were added to the project note sheet and **included in the amended project note sheet.**
 - 4. Tilmon Holloway asked if the fuel & asphalt indices would be applied on this project as they have been previously. The answer is the indices will be applied as they have in previous projects. No changes.

This concludes the substance of the meeting. If there are any errors or omissions, please contact the author of these minutes.

Project SCP 59-937-23
Pre-Bid Conference
March 8, 2023
Meeting Sign In Sheet

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