

## Bid Site Showing Checklist for Stream Crossings

DGR  LVR Date: \_\_\_\_\_

Applicant: \_\_\_\_\_ Road Name: \_\_\_\_\_ LAT/LONG: \_\_\_\_\_

Applicant Reps: \_\_\_\_\_

CD Reps: \_\_\_\_\_

Engineer Present:  Yes  No Engineer Rep: \_\_\_\_\_

Is prospective bidder attendance mandatory for eligibility to submit a bid?:  Yes  No

*Summarizes discussion points for bid advertisement meeting and site showing held prior to receiving bids. More information in Chapter 8 of the DGLVR Stream Crossing Replacement Technical Manual.*

### Administration

- Provide sign-in sheet** (all attendees provide contact info)
- Write down questions / points for clarification** (for preparing Addendum)
- Designate a contact person and provide contact information** (for bidders to submit additional questions)

### Discussion Points

- Bid submittal deadline:** \_\_\_\_\_ **Bid award date:** \_\_\_\_\_
- General scope of work:** (excavation, structure removal / installation, stream restoration, rebuild stream through culvert, etc.)
- Roles and Responsibilities**
  - **In-kind contributions:** (labor, equipment, materials from applicant/owner)
  - **Sub-contractor work:** (subbed to the project owner, if applicable)
  - **Successful bidder's responsibilities**
- Emphasize instream aspects of work**
  - **Dewatering Plan:** (method, timing, E&S, etc.)
  - **Stream Continuity:** (reconstructed slope, tie in points, grade control details, instream structures, etc.)
  - **Structure:** (elevations, backfill / road fill cover requirements, bury depth, headwall/endwall/wingwalls)
  - **Streambed:** (material, methods, and equipment for placement, shaping and compaction within structure)
- Project limits:** (how far upstream / downstream, extent of roadway/drainage work, etc.)
- Notification requirements:** (when to notify CD and project owner/applicant prior to start of work)
- Project schedule and timeline:** (expected start/completion dates, project phases, structure delivery, road closure duration, seasonal / regulatory time restrictions, etc.)
- Traffic control:** (road closure, lane closure, signage, etc.)
- Oversight:** (CD involvement (regularly during construction), CDGRS, SCC, TU, others that may oversee / inspect)
- Engineer inspection requirements and timing:** ("critical stages of construction" from DGLVR Stream Crossing Standard and/or Construction Documents)
- Prevailing wage requirements**
- Permits:** (status/issuance, permit conditions addressed in the Construction Documents)
- Erosion and sediment controls** (overview of plan, sequence, BMPs, etc.)
- Landowner agreements** (written approval prior to work outside the ROW)
- Staging areas, storage areas, and proposed construction access routes**
- Structure delivery and assembly** (who is responsible; when will it be delivered; where will it be stored; will it be delivered pre-assembled; who will assemble; will it be assembled in-place, or outside of the road cut and then installed)
- Road drainage improvement locations** (review location and installation of other drainage BMPs)

### Meeting Notes:

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