MEMORANDUM

Date: July 20, 2020

From: Nick Ingold, Engineer Technician

RE: Minutes - Pre-bid Meeting – Odor Control System for Sludge Holding Tanks, Ocean Sand WWTP 200,000 gpd, Phase 1

At 10:00 a.m. on July 16, 2020 Currituck County staff and meet on-site at the Ocean Sands WWTP for the Odor Control System for Sludge Holding Tanks pre-bid meeting. The following were in attendance:

Nick Ingold	Engineer Technician	Currituck County
Donnell Orgsbon	Wastewater Operator	Currituck County
Taylor Thomas	Vice President	L.R. Thomas and Sons
John Thomas	Vice President	L.R. Thomas and Sons
Todd Philbeck	Business Development Manager	A.C. Shultes of Carolina
John Shultz	-	Enviro Tech Unlimited Construction Service
Jimmy Bassnight	-	Bassnight Construction Company

The following items were discussed during the pre-bid meeting:
- Addendum #1 to be issued
  - o Addendum #1 will be issued to correct dates on deadline for questions and responses, update the language in the Indemnity section, change construction duration, and include an allowance for sludge hauling.

- Construction duration
  - o The 90 days for construction was requested to be extended due to the long-lead time of purchasing the blower. The County will increased the construction duration from 90 days to 120 days. This will be included in Addendum #1.

- Removal of sludge from sludge tanks
  - o Responsibility to remove the sludge from each of the sludge holding tanks was discussed and the County stated they would be responsible for sludge removal. Since then, the County has decided to make this part of the scope of work for the project. The scope of work will be updated to include a $9,010.00 allowance for Atlantic Sewage. This allowance for Atlantic Sewage will cover pumping and hauling up to 82,100 gallons from the sludge holding tanks and the work necessary to clean the bottom of the tanks. The contractor will be responsible for coordinating this effort during the project. This will be included in Addendum #1.