



---

**PRE-BID MEETING MINUTES**  
**LAWRENCE 46<sup>TH</sup> AND POST I/I REMOVAL PROJECT**

Microsoft Teams

February 19, 2026 (2 P.M.)

**I. Introductions**

- A. Please send name, company, phone number, and email address in meeting chat for attendance record
- B. *See attendee list on final page.*

**II. Project Description**

- A. The Project includes the following Work: Rehabilitation of 8-inch, 10-inch, 12-inch and 15-inch sewers using cured-in-place pipe (CIPP) and associated lateral lining; partial replacements of 8-inch, 10-inch, 12-inch, and 15-inch sewers with wyes; installation of replacement 8-inch sanitary sewers; rehabilitation of 48-inch diameter manholes using manhole lining, and replacement of manhole risers; sewer cleaning, bypass pumping as required, and associated site restoration.

**III. Access**

- A. Contractors shall notify and coordinate with all collection system customers connected to the sewer to be rehabilitated whose building sewer laterals will be out of service during the cured-in-place pipe installation, curing and restoration processes. See details in Specification Section 33 01 30.72.
  - 1. Notifications shall be in writing via door hanger, door flier, or U.S. mail given 24-hours but no more than 48 hours in advance of loss of services.
  - 2. Notification shall clearly state the purpose of the work, shall advise all affected customers against water usage until the sewer line is placed back in service and shall clearly state the potential consequences of use of residential wastewater generating facilities during the time when the building sewer service will be out of service (i.e. sewer backup).
  - 3. The notice shall include a local 24-hour contact telephone number for residents to call if they have questions regarding the work.
  - 4. The maximum time of no service shall be eight (8) hours for any property served by the sewer.

**IV. Utility Coordination**

- A. Hydrant access – coordinate with Owner for meter and preferred hydrants
- B. Bypass pumping
  - 1. Homeowners shall be notified if they are to be affected by the required bypass pumping to maintain operation of the existing sewer flow while completing the work.



- V. Maintenance of Traffic
- A. Submit detailed maintenance of traffic plan to the City for approval prior to beginning work. See details in Specification Section 01 50 00.
  - B. For work on Post Road, submit MOT 14 days in advance to IndyGo.
- VI. Expected Project Schedule
- A. Questions due in writing to Engineer ([ksaavedra@structurepoint.com](mailto:ksaavedra@structurepoint.com)) by 5 P.M. on March 5, 2026.
  - B. Final Addenda will be issued by end of day on March 9, 2026.
  - C. City of Lawrence Utilities will receive sealed bids for the above described "Project" at the City of Lawrence Utility Office, 9201 Harrison Park Court, Lawrence, Indiana, until **1:30 p.m. (local time) on or before March 13, 2026**. At 2:00 pm the Bids received will be publicly opened and read aloud at the Lawrence 46<sup>th</sup> and Post I/I Removal Project Bid Opening meeting in the Lawrence Community Center, 5301 N. Franklin Road, Lawrence, Indiana. All bids shall be opened and publicly read at that meeting.
  - D. Tentative award date: March 24, 2026
  - E. Substantial Completion: 180 days from NTP
- VII. Forms Required in Contractor's Bid Package, see Bid Form
- A. Bid Bond
  - B. Document 00 43 00 – Procurement Form Supplements
    1. List of Subcontractors, List of Equipment, State Form 96
  - C. E-Verify Affidavit
  - D. No Iranian Energy Sector Investment
- VIII. Permits
- A. Responsible for local R/W permits
  - B. Responsible for INDOT Permit (Miscellaneous) for work within Pendleton Pike R/W
  - C. City of Indianapolis ROW Permits for work on Post Rd
    1. ROW Partial Closure
    2. ROW Excavation
    3. Others if applicable
- IX. Project Phasing (Specification Section 01 10 00- Summary)
- A. Phase 1
    1. All excavation work
    2. Final Backfill and Restoration
    3. Investigation and pre-CCTV



- B. Phase 2
  - 1. All trenchless work
  - 2. Post- CIPP inspection and CCTV
  - 3. All remaining execution and closeout items
  
- X. Restoration/Pavement Repair
  - A. Full Depth Pavement Replacement
    - 1. See Typical Limits of Pavement Repair Detail for width of trench for Partial and Full Pipe Replacements
  - B. Resurfacing
    - 1. Resurface areas shown in Contract Drawings on Restoration sheet
    - 2. See Typical Roadway Section Resurfacing & Restoration Detail.
  - C. Special detail for work in Post Road or on 46<sup>th</sup> Street (Sheet 43)
  
- XI. Lateral Point Repairs
  - A. If pre-installation television inspection required to be performed by the contractor before lateral lining reveals an obstruction that cannot be removed by conventional cleaning and/or cutting equipment, contractor shall notify Engineer immediately.
  
- XII. Coordination with Owner During Construction
  - A. Engineer performing inspection
  - B. Engineer will address shop drawings and RFIs
  
- XIII. Addenda
  - A. Pre-bid meeting minutes and questions will be issued in Addendum 1.
  - B. Final questions (submitted in writing) will be issued in Addendum 2.
  
- XIV. Owner Comments
  - A. Contractor personnel and vehicles need to be clearly marked with company logo
  
- XV. Contractor Questions
  - 1) *Q: Can waste removed from the sewers be dumped at the treatment plant?*  
*A: No, contractor is responsible for hauling and dumping debris removed from the sewers.*
  - 2) *Q: Can the CCTV be provided prior to bidding?*  
*A: Yes, this will be provided with the first addendum.*
  
- XVI. Contact Information: Karen Saavedra, PE, [ksaavedra@structurepoint.com](mailto:ksaavedra@structurepoint.com)



Attendees:

<b>Name</b>	<b>Company</b>	<b>Phone</b>	<b>Email</b>
Jay Ferguson	Insituform	317.408.7136	<a href="mailto:jferguson@azuria.com">jferguson@azuria.com</a>
Nick Rosner	Insituform	517-294-4400	<a href="mailto:rrosner@azuria.com">rrosner@azuria.com</a>
Trevor Hauserman	Indy Excavating & Utilities	740-649-9808	<a href="mailto:Thauserman@indyexcavate.com">Thauserman@indyexcavate.com</a>
Nolan Bennett	Morgan Contracting	865-249-8640 ext. 461	<a href="mailto:estimating@morganl.com">estimating@morganl.com</a>
Eric Newkirk	American Structurepoint	317-547-5580	<a href="mailto:enewkirk@structurepoint.com">enewkirk@structurepoint.com</a>
Hannah Enabnit	American Structurepoint	317-547-5580	<a href="mailto:henabnit@structurepoint.com">henabnit@structurepoint.com</a>
Karen Saavedra	American Structurepoint	317-547-5580	<a href="mailto:ksaavedra@structurepoint.com">ksaavedra@structurepoint.com</a>
Greg Gee	Lawrence Utilities		
Andrew Hall	Lawrence Utilities		
Paul Wanner	Lawrence Utilities		