

DEPARTMENT OF FINANCE

**INVITATION TO BID
K00121
GYPSY HILL PARK
DUCK POND SIDEWALK REPAIRS
November 15, 2021, 2:00 P.M.**

ADDENDUM #1 - DATE: November 4, 2021

TO ALL POTENTIAL BIDDERS:

The following information is being provided for purposes of clarification or in response to questions received from potential bidders. This addendum is being posted on the eVA website and City website at the following links:

- **eVA website:** <https://m.vendor.evro.cgipdc.com/Vendor/public/AllOpportunities>
- **City website:** <https://www.ci.staunton.va.us/departments/finance/procurement>

This Addendum consists of the information provided below as well as the Minutes of the Pre-bid Meeting, which was held on October 29, 2021, with Sign-in sheet. This information shall modify the Contract Documents and Plans and should be attached to the same.

Item 1-1: A non-mandatory Pre-bid Meeting was held on October 29, 2021 at 10:00am. Minutes of the meeting, with Sign-in sheet, are attached.

Item 1-2: As acknowledged in the Pre-bid Meeting Minutes, the bid form has been revised and is included at the end of this addendum. (See Revision Pages 13, 14 & 15.)

**Pre Bid Meeting Minutes
October 29, 2021 10:00 a.m.
Gypsy Hill Park Bandstand and Picnic Area**

A sign-in sheet was distributed and is attached to these Minutes. All in attendance introduced themselves. Lyle Hartt presented the following items:

- Bids will be opened **November 15, 2021 at 2:00 p.m. in the City Purchasing Agent's Office.**
- Questions after this meeting shall be submitted in writing. Every question or request for interpretation should be emailed to Lyle M. Hartt, P.E. at hartt1m@ci.staunton.va.us, no later than 2:00 p.m. on November 2, 2021. See Instructions to Bidders.
- Any Addendum will be posted on the City website by the end of the day on November 4, 2021.
 - It is the responsibility of all bidders to ensure that they have received all addenda.
- The project is scheduled to be fully completed within 120 working days. Working days refer to

Monday through Fridays, excepting weekends and City of Staunton holidays.

- We anticipate work to start as soon as possible.
- The scope of the project includes:
 - Demolition and replacement of approximately 2,000 sf of concrete sidewalk adjacent to the Duck Pond, including reinstallation of existing fence and other repairs.
 - Repair of concrete and stone pedestrian bridge
 - Minor grading operations as needed and indicated on the plans
- The contractor shall ensure that the construction site is secure at all times to protect the public and keep unauthorized personnel from entering, using barriers, construction fence, and other suitable means.
- Special Conditions, Considerations, and Supplemental Conditions:
 - There will be 5% retainage of payment for completed work withheld until final completion.
 - All excavation is unclassified; no extra payment will be made for excavation required.
 - Please pay special attention to the Method of Payment at the end of each section of the Technical Specifications.
 - Note that all work for the pedestrian bridge is to be paid for by section B bid items; this includes the sidewalk within the limits of bridge repair, as shown on Figure B. All sidewalk not on the bridge area is to be paid by section A bid items.
 - Contractor may need to make special accommodations to access to the eastern section, crossing the adjacent stream.
 - Protection of the stream and duck pond is extremely important, as indicated in the Contract Documents. Contractor shall ensure no contaminants enter the duck pond or streams, including during exposed aggregate washing.
 - Coordinate with Parks & Rec for site access and pond level. They will need a couple days notice, but will be able to lower the pond level.
 - Parks & Rec can work with the Contractor to shut off the incoming water spraying into the creek. They can shut it off in the morning and will need to turn it back on in the evening to keep the spring line from backing up.
 - New sidewalk shall match appearance/character of existing sidewalk surface.
 - The proposed expansion joints need to visually match the existing tan-colored material.
 - Match appearance/character of existing stone work.
 - The stump adjacent to the pedestrian bridge on the southeast side of the sidewalk is to be removed as part of the project, as called out on Figure B of the Contract Documents. This cost should be included in bid item A7. [see also the answer to Question 5 below]
 - General warranty is for 1 year from final completion, 3 years for all Concrete Substructure and Superstructure Surface Repairs on the bridge work, as indicated in the Technical Specifications.
 - Refer to Mattern & Craig Technical Specifications for all bridge work.
 - Special Provisions for Stone Masonry Work - Existing
 - Contractor is to adhere to temperature requirements for concrete work, with special care regarding the bridge.

- The city does not spread salt on the sidewalk on and around the Duck Pond sidewalk and Bridges.
- The Fence was originally installed by Long Fence.
- An existing concrete sidewalk and foundation is believed to be under the existing 6'-wide sidewalk (with turn-down) on the eastern side of the duck pond, as indicated in Figure D.
- Reggie Oliphant (540-330-3280) has been procured by Parks & Rec multiple times in the past to perform stone masonry work.
- Parks & Rec can remove the wooden parking barriers along Constitution Drive if needed.
- The plans were reviewed briefly, and those in attendance inspected the project area together.
- The following questions were asked, with answers as follows:

1. Q: Can the Stump be ground? [referring to the stump on the southeast side of the sidewalk near the bridge]

A: Yes, the stump can be ground down. The stump should be ground to at least 18" below ground level and any and all loose deleterious material shall be removed and disposed of offsite. The cavity shall be backfilled, compacted, and topsoil added to a level even with the existing surrounding grade, and reseeded and mulched.

2. Q: What is to be done with the root of the large spruce tree on the northwest side of the sidewalk on the west side of the pond approximately 20 ft along the sidewalk from the bridge, running directly under the sidewalk?

A: The City plans to remove the tree prior to construction; this will allow the Contractor to remove all roots underneath the existing sidewalk that might interfere with new sidewalk installation. Similar to the existing stump on the southeast side of the sidewalk discussed earlier, Contractor shall remove this stump as well. See answer to Question 1 above for more detail about stump removal. As with the stump on the southeast side of the sidewalk, cost to remove each stump shall be included in bid item A7.

3. Q: Does the existing light pole (currently without a fixture) remain in place?

A: Yes, the pole will remain in place as is (to be repaired by Dominion Power as needed).

4. Q: Can Flowable Fill be used on the bridge deck instead of compacting 21A's?

A: Yes, in lieu of compacted 21A's, lightweight flowable fill is to be used on top of the existing bridge deck, within the limits as follows: between the two proposed reinforced concrete infill walls on either side, between the existing bridge deck (below) and proposed sidewalk (above), for the length of the bridge deck (approximately 11'). Thus, the bid form has been revised to include this item (B7), and the quantity of item B3 adjusted accordingly.

5. Q: With Christmas coming up, can a space be left to the west side of the Pond free from Christmas exhibits and extension cords to be used for construction access.

A: Yes. The City will coordinate this with the Contractor and exhibitors.

**Gypsy Hill Park Duck Pond Sidewalk Repairs
Pre-Bid Meeting Attendees
Bid # K00121**

Pre-Bid Meeting – 10:00 p.m., October 29, 2021	
NAME	COMPANY
Lyle Hartt	City of Staunton – Engineering
Michael Faulkner	City of Staunton – Engineering
Leland McCray	Montgomery Consulting
Keith Bottenfield	Bottenfield Excavation
Chris Hull	City of Staunton – Engineering

Note: A signed acknowledgment of this addendum must be received at the location indicated on the Bid Form either prior to the proposal due date and time or attached to your proposal. Signature on this addendum does not substitute for your signature on the Bid Form; the Bid Form document must be signed.

Signed Acknowledgment

Name of Firm

Signature

Printed Name / Title

Date

BID FORMS

To: City of Staunton
City Purchasing Agent's Office
Third Floor, City Hall
P.O. Box 58
Staunton, Virginia 24402

Gentlemen:

The undersigned, as Bidder, does hereby declare that the only person, persons, company or parties interested in this Bid are named herein; that this Bid is made and that the Contract will be executed without collusion with any other person or persons presenting any Bid for the same work, labor and materials; that this Bid is in all respects fair and just and that no person prohibited therefrom by law is directly or indirectly interested in this Bid, nor in the labor and materials to which it relates, nor in any portion of the profits thereof.

The undersigned does further declare that he has personally examined the site of the proposed work and made such investigation as is necessary to determine the general and local conditions and the character of the work to be encountered; that he has carefully examined each and every item of the annexed Contract Documents and the Plans and Specifications pertaining hereto, and that he fully understands the same, and will make no claim, other than as stated therein, because of any misunderstanding or misconception concerning the nature, character or amount of work to be done.

The undersigned does hereby offer and agree to execute and perform the Contract attached hereto, and of which this Bid forms a part; and to furnish all of the labor, materials, tools, equipment, transportation and superintendence for the construction; in strict conformity with the drawings and specifications. The bidder understands that the quantities shown in the Bid Schedule are approximate only; and are subject to either increase or decrease based on the work shown on the Drawings and for changes in the work as directed by the Owner and that should the quantities of any of the items of work be increased, the undersigned proposes to do the additional work at the unit price set out herein, and should the quantities be decreased, he also understands that payment will be made on the actual quantities installed at the unit prices, and will make no claim for the anticipated profits for any decrease in the quantities. Actual quantities will be determined upon completion of the work. Lump sum bid items will not be adjusted.

This document must be completed & returned with bid submission.

BID WORKSHEET

Gypsy Hill Park Duck Pond Sidewalk Repairs

This document must be completed & returned with bid submission.

****All items are to be quoted per Technical Specifications.**

A - Site Work

Bid No.	Item	Qty.	Unit	Unit Price	Item Total
A1	Mobilization	1	LS		
A2	Remove/Dispose Existing 4" Sidewalk	393	SF		
A3	4" Exposed Aggregate Concrete Sidewalk w/ Compacted 21A Base	393	SF		
A4	Remove/Dispose Existing 6" Sidewalk w/ Turn-down	1580	SF		
A5	6" Exposed Aggregate Concrete Sidewalk w/ Turn-down	1580	SF		
A6	Ornamental Fence Reinstallation	267	LF		
A7	Grading / Fill Eroded Areas, Topsoil & Seeding	1	LS		
A8	Erosion & Sediment Control	1	LS		
Subtotal:					

B - Pedestrian Bridge Repair

Bid No.	Item	Qty.	Unit	Unit Price	Item Total
B1	Remove Portion of Existing Structure	1	LS		
B2	Concrete (Class A4) for Bridge	4	CY		
B3	Aggregate Material (VDOT Type 1 No. 21A)	8	CY		
B4	Concrete Superstructure Surface Repair	2	SY		
B5	Stone Masonry Work	1	LS		
B6	Stone Masonry Arch Facades	1	LS		
B7	Flowable Fill, Lightweight	2	CY		
Subtotal:					

TOTAL BASE BID:

WORDS

FIGURES

AMOUNTS ARE TO BE SHOWN IN BOTH WORDS AND FIGURES.

IN CASE OF DISCREPANCY, THE AMOUNT SHOWN IN WORDS WILL GOVERN.

The undersigned agrees to complete the work enumerated herein **in accordance with Paragraph 8 of Instructions to Bidders**. It is expressly understood and agreed that the time of beginning, rate of progress, and the date of completion are essential conditions, and that in the event of failure to complete the work

within the above specified time, the Contractor will be liable for the payment of liquidated damages as provided in **Paragraph 8 of Instruction to Bidders**. Extensions may be granted, upon written request, for inclement weather and for any other cause not the fault of the Contractor. The City reserves the right to shut the project down for extended periods due to inclement weather. Deadline extensions will be made to equally compensate for periods of shut down.

The undersigned likewise agrees that he will execute and deliver the Contract hereto attached within fourteen (14) business days, and City of Staunton holidays excepted, after notification of the acceptance of this Bid and award of the Contract; and will furnish a performance and a payment bond for the total amount of the accepted Bid on the forms provided in the Contract Documents, satisfactory to the Owner as surety for the faithful performance and completion of the Contract and the payment of all subcontractors, material dealers and labor.

The undersigned certifies that he understands that it is the intent of the drawings, and the Contract Documents, that the work be completed in every respect and that no additional compensation will be allowed for minor tasks necessary to completely perform the work.

The undersigned acknowledges Addenda:

Addenda No. _____

Addenda _____

Addenda No. _____

Addenda _____

The undersigned has checked carefully all the above figures and understands that the Owner will not be responsible for any errors or omissions in making up this Bid.

Contractor

Registered Virginia Contractor's License No.

Classification Expiration

SCC Number

Contractor's IRS Number

Dates this ____ day of ____ 2021

By: _____

Printed Name: _____

Title: _____

Address: _____

Telephone: _____

This document must be completed & returned with bid submission.

END OF BID FORMS & WORKSHEETS