

DEPARTMENT OF FINANCE

**INVITATION TO BID
K00221
NEW HOPE RD WATER LINE REPLACEMENT
November 22, 2021, 2:00 P.M.**

ADDENDUM #1 - DATE: November 11, 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.eprocgipdc.com/Vendor/public/AllOpportunities>
- **City website:** <https://www.ci.staunton.va.us/departments/finance/procurement>

This Addendum consists of the following information: the Minutes of the Pre-bid Meeting, which was held on November 4, 2021 with Sign-in sheet, a copy of the City of Staunton's Holiday Schedule in response to Question #7, and an updated Bid Worksheet (Note Item # 20). This information shall modify the Contract Documents and Plans and should be attached to the same.

**Pre Bid Meeting Minutes
November 4, 2021 10:00 a.m.
City Hall Caucus Room**

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

- Bids open **November 22, 2021 at 2:00 pm. in Purchasing Agent's Office, third floor of City Hall.**
- 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 1:00 pm on November 9, 2021.** See Instructions to Bidders.
- Any Addenda will be posted on the City website by the **end of the day on November 11, 2021.**
 - It is the responsibility of all bidders to ensure that they have received all addenda.
- This Project is scheduled to be fully completed **within 90 working days.** Working days refer to Monday through Friday, excepting weekends and City of Staunton holidays.
 - We anticipate work to start as soon as possible.

- Review of Special and Supplemental Conditions, and additional items:

A) Project Description

The scope of the project includes replacement of approximately 900 linear feet of 8" and smaller water lines and associated appurtenances. All work shall take place within the existing City right-of-way and easements.

B) Work Requirements

1. Prior to construction, the Contractor shall make a detailed inspection of all proposed work areas to document existing conditions. The Contractor is required to document the existing conditions by video and/or photographs prior to construction. The Contractor shall provide a copy of the existing conditions media to the City Engineer.
2. A construction field office is not required for this project.
3. Normal working hours are not to exceed 7:00 a.m. to 7:00 p.m. during daylight on weekdays (Monday through Friday). No work is to be performed on City holidays. Prior approval from the City Engineer is required to perform construction work outside of these hours.
4. Work shall be performed per Work Area Protection Manual.
 - a) Contractor should be aware that New Hope Road receives regular traffic during the work day. Contractor shall accommodate such traffic through and around the work area in a safe and well-marked manner. See also Section 3.2 of General Conditions and Section 102 of City of Staunton Technical Specifications.
 - b) If desired, a temporary street closure may be requested for either Wetherwood Street or Winnbrook Street (but not both at the same time), as closure of one of these would still allow access via the other. Access must be maintained to all residents at all times. Any street closure requests for these streets must be submitted to the City Engineer at least 5 working days in advance of the requested closure, including a proposed traffic detour plan.

C) Project Closeout

1. Warranty – The Contractor shall provide a one-year warranty of the construction, effective as of the date of Final Completion. All construction under these specifications and Contract Documents shall be free from defects in material or workmanship, and the Contractor shall repair or replace at his expense any such defective items during the warranty period. The Contractor shall be responsible for repair or replacement of any equipment or materials which fail to meet the design requirements as specified which are revealed during the start-up or testing. Repair or replacement of any such items shall be completed within 30 days at the expense of the Contractor. Some individual mechanical items may have longer manufacturer warranties if specified.
2. Record Drawings – Upon Final Completion, Contractor shall provide City with a set of accurate "red-line" as-built Record Drawings. Record drawings will indicate/confirm all pipe, valves, fittings and appurtenances installed; indicate/confirm any abandoned pipe sections and lines that have been removed or grouted; any changes from the bid plans. A field survey will not be required for record drawings for this project.

D) Note the water line testing and acceptance requirements described in the Technical Specifications.

- E) The project will likely be constructed concurrently with homebuilding activities on the adjacent lots fronting New Hope Road, conducted by others. Contractor shall coordinate access with any other construction personnel as needed.
- F) There will be 5% retainage of completed work withheld until final completion.
- G) Please pay special attention to the Method of Payment at the end of each section of the Technical Specifications.

- The plans were reviewed and the project discussed.
- The following questions were asked, with answers as follows:

Questions & Answers

1. Q: What material is the existing water pipe?

A: Existing water main is believed to be ductile iron pipe. Services are believed to be ¾" copper, with the exception of the recently installed service to 907, which is Municipex.

2. Q: Is the existing water line that is to be replaced back fed so that connection to existing can be made on one end and still feed the neighborhood?

A: Yes, a loop exists in the neighborhood such that the line to be replaced is back fed from both intersections. When the initial tie-on is made, the service to the existing 8" line will need to be temporarily shut off at the tie-in site and plugged or capped with adequate restraint, in order to put it back into service until it is abandoned at the end of the project.

3. Q: If contractor cannot get permanent asphalt immediately, can cold patch be used for street crossings?

A: Yes. Cold patch will be needed to temporarily secure the ditch surface for the excavations in the intersections, until being permanently paved.

4. Q: In off-road excavation areas, if unsuitable material is encountered, will the trench need to be fully backfilled with stone? What criteria will be used for "non-suitable" material?

A: No, the trench in off-road areas will not need full stone backfill. Line item #20 has been added to the bid form: "Removal of unsuitable material and replace with select material (full stone backfill not required)", to be measured and paid by the linear foot (LF), and an arbitrary quantity listed for bid unit price purposes. If needed, this is to be used where full-stone backfill is not required. Where full-stone backfill is required (i.e. under streets), line item #3 shall be used. The select backfill material to be used in off-road areas is described in section 104.2.2.B of the Technical Specifications; compacted VDOT 21A's may also be used. Contractor is only to be paid for item #20 if approved in advance by the City's on-site representative.

5. Q: Are locking gaskets required?

A: Locking gaskets are not required. Proper restraints should be used as indicated on the Plans and Specs, including joint restraints and concrete thrust blocks.

6. Q: Can the City of Staunton “work with” the contractor on Notice to Proceed if materials are not available for extended period of time?

A: Although the City desires to have the new water line in operation as soon as possible, it is understood that there are uncertainties in timeframe for materials availability and delivery, particularly in light of recent economic and industry conditions. Once the contract is awarded, the Contractor shall have the option of waiting up to 30 calendar days to having the Notice to Proceed issued, in order to help allow for product lead times. Once the NTP is issued, the Contract Times will begin.

7. Q: What are the City of Staunton’s Holidays?

A: A complete list of observed City of Staunton holidays is attached for FY22 (July 1, 2021 to June 30, 2022). See

8. Q: Will a lane closure be needed when installing the water main adjacent to New Hope Road?

A: It is anticipated that a lane closure will be needed to safely maintain traffic and construction activity when installing the water main adjacent to New Hope Road.

9. Q: Can Automated Flagger Assistance Devices be used?

A: Automated Flagger Assistance Devices may be used in accordance with the MUTCD and the VDOT Work Area Protection Manual.

10. Q: Does a licensed surveyor have to be used for As-Built drawings?

A: No. See item C)2 above.

New Hope Rd Water Line Replacement Pre-Bid Meeting Attendees

Bid # K00221

Pre-Bid Meeting – 10:00 a.m., November 4, 2021	
NAME	COMPANY
Lyle Hartt	City of Staunton – Engineering
Michael Faulkner	City of Staunton – Engineering
Bryan Gwyn	Bushong Contracting
Keith Bottenfield	Bottenfield Excavating LLC
Chris Hull	City of Staunton – Engineering

**City of Staunton Holiday Schedule Fiscal Year 2022
(July 1, 2021-June 30, 2022)**

Holiday	Date Observed
Independence Day	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Thanksgiving Day	Thursday, November 25, 2021
Day After Thanksgiving	Friday, November 26, 2021
Christmas Day	Friday, December 24, 2021
New Year's Day	Friday, December 31, 2021
Martin Luther King, Jr. Day	Monday, January 17, 2022
Presidents' Day	Monday, February 21, 2022
Memorial Day	Monday, May 30, 2022
Additional holiday granted by City Council: Juneteenth Day	Monday, June 20, 2022

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

New Hope Road Water Line Replacement Project

This document must be completed & returned with bid submission.

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

Item #	Description	Qty	Unit	Unit Price	Total Price
1	Mobilization	1	LS		
2	Traffic Control	1	LS		
3	Full Stone Backfill (VDOT 21A)	185	LF		
4	8" Ductile Iron (Class 350) Waterline	893	LF		
5	8" Gate Valve	4	EA		
6	8" Bends	500	LB		
7	8" x 6" Tee	1	EA		
8	8" x 8" Tee	2	EA		
9	8" Plug	2	EA		
10	1" Combination Air/Vacuum Release Valve	1	EA		
11	1" Service Line	5	LF		
12	Fire Hydrant Assembly	1	EA		
13	3/4" Service Line	93	LF		
14	3/4" New Service Connection	6	EA		
15	3/4" Service Connection (Type IIB)	6	EA		
16	Connect to Existing Water Main	2	EA		
17	Erosion and Sediment Control	1	LS		
18	Standard Patch for Asphalt Pavement	80	SY		
19	Solid Rock Excavation	5	CY		
20	Removal of Unsuitable Material and Replace with Select Material (full stone backfill not required)	100	LF		
TOTAL =					

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