



DEPARTMENT OF FINANCE

**INVITATION TO BID
F00122
ROCKWAY STREET
WATER LINE REPLACEMENT PROJECT**
Due June 28, 2022, 2:00 P.M.

ADDENDUM #1 - DATE: June 14, 2022

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://mvendor.cgieva.com/Vendor/public/ADVSODetails.jsp?PageTitle=SO%20Details&DOC_CD=IFB&Details_Page=ADVSODetails.jsp&DEPT_CD=LA35&BID_INTRNL_NO=7915&BI_D_NO=7915&BID_VERS_NO=2

- **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 June 8, 2022, 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 June 8, 2022 at 10:00am. Minutes of the meeting, with Sign-in sheet, are attached.

Item 1-2: It should be noted that the wage determination included in the advertised bid documents (General Decision Number 20220024, dated 02/25/2022) is still the most recent applicable wage decision for this project, as of the time of this Addendum; thus, the wage determination included in the bid documents remains in effect.

**** Minutes and Questions and Answers Follow This Page ****

Minutes of the Non-mandatory Pre-Bid Meeting
Caucus Room, First Floor of City Hall, Staunton, Virginia
June 8, 2022, 10:00 am

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 **June 28, 2022 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 June 13, 2022.** See Instructions to Bidders.
- Any Addenda will be posted on the City website by the **end of the day on June 14, 2022.**
 - It is the responsibility of all bidders to ensure that they have received all addenda.
- This Project is scheduled to be fully completed **within 120 calendar days.** We anticipate work to start as soon as possible.
- Bidders should note the information in the Contract Documents regarding Liquidated Damages. The City may require the Contractor to pay liquidated damages of **\$1,000** per day for the Contractor's failure to perform timely in strict accordance with the Contract.
- This project is primarily funded by a HUD grant. As such, all bidders must adhere to the labor requirements in the Contract Documents. Please note the following:
 - Labor Compliance
The contractor and each subcontractor and lower tier subcontractor are responsible for paying Davis-Bacon wage rates for all workers. The rate consists of a wage rate and a fringe benefit rate. If the contractor pays into any kind of health and welfare plan or provides vacation or sick time, then the hourly value of such contributions to the employee's benefit can offset the total wages to be paid. The existence of such plans or benefits and their hourly value to each worker must be documented at the start of the project and must be included with the payroll submissions.
The contractor and any subcontractor should identify any bona fide apprenticeship programs that they are engaged in and whether any workers on the site will be apprentices.
A copy of the Wage Determination is included in the Contract Documents. Any updates to the Wage Determination will be included with the Addendum to the Contract Documents; this Addendum will be posted no later than 10 days prior to bid opening.
 - Weekly Labor Compliance
Contractor shall ensure that all workers employed on any construction project paid in full or in part with this funding are paid the Davis-Bacon wage rate. The Wage Determination provides specific categories of work and the pay rate for each. The total compensation paid to an employee must be the same as the total of the hours and fringe benefits rate in total, although

the distribution may be different. It is the responsibility of the prime contractor to provide to City weekly payrolls for his/her firm and all subcontractors. City staff or their designee will compare the payrolls with the appropriate wage rates identified for the tasks of the job. The form of payroll submission must generally be consistent with WH-347 Payroll but may be computerized or a similar form may be used. The Statement of Compliance on WH-347 is an important aspect of the payroll report that must be duplicated or submitted. The basic review consists of four checks:

1. All workers are reported on the forms
2. The job classifications match the wage decision
3. The rate of pay matches the classification
4. The amount paid to the worker is calculated properly

To ensure that all payrolls are received, payroll reports should be numbered starting with the first week of the job and numbered consecutively. Any week in which work is not performed should still have a payroll report indicating it was a “No-Work-Week”.

- On-site interviews

At least one time during the job, but more frequently if there are a number of subcontractors and a protracted job schedule, City staff or their designee will interview workers on the job site. While on site, staff shall ensure the wages are posted, shall observe actions each classification of worker is performing to ensure the job has been classified appropriately, shall ensure the information gleaned from the on-site interview matches what is reported on the payroll certifications. At least one worker from each job classification will be interviewed. The Wage Decision and Employee Rights Poster and applicable wage determination must be posted on the job site during all work hours. A photo of these will be taken for evidence of compliance.

- Bidders should note the list of documents required for consideration as a responsive Bid, which are located in section 2.8 of the Information for Bidders.
 - Note that this list includes the MBE/WBE Section 3 Contract Solicitation and Commitment Statement.
- Review of Special and Supplemental Conditions
 - 1) Project Description**
 - a) This Project consists of replacement of approximately 850 linear feet of 6” and smaller water lines and associated appurtenances. All work shall take place within the existing City right-of-way and easements.
 - 2) Work Requirements**
 - a) Prior to construction, the Contractor shall make a detailed survey 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.
 - b) A construction field office is not required for this project.

- c) 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.
- d) All work is to be performed in accordance with the Work Area Protection Manual.
- e) Prior to construction, the contractor shall submit a traffic maintenance plan to the City Engineer for approval. Access to all properties shall be kept open at all times. Due to the narrow street and limited shoulder area of Rockway Street, it is anticipated that the Contractor may need to close Rockway Street to through traffic during the day for construction. This will be permitted, but must be coordinated in advance with the City. Include details of any desired street closure in the traffic maintenance plan, including necessary signage (to be provided by Contractor). Lambert Street is to remain open at all times; flagging will likely be required for any work in this street.
- f) All excavation beneath pavement shall have full stone backfill.

3) Project Closeout

- a) 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.
- b) 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.

- Note the water line testing and acceptance requirements described in the Technical Specifications.
- There will be 5% retainage of work completed, withheld until final completion.
- Please pay special attention to the Method of Payment at the end of each section of the Technical Specifications.
- Contractor shall submit shop drawings to the City Engineering Office of all products and materials to be used, for review and approval, as specified in the Contract Documents.
- Lyle Hartt reviewed the plans, including, including the sequence of construction on the plan and profile sheet.
- The following questions were asked, with answers as follows:

1. Q: Would the City be willing to wait until the fall to start construction?

A: The City wishes for construction to commence as soon as possible.

2. **Q: A supplier has indicated that the lead time for ductile iron pipe may be as much as 40 weeks after placing the order. Given this and other supply chain concerns and that the Contract Time is listed as 120 Calendar Days, would the City work with the Contractor to allow for additional time for such materials-related delays?**

A: The Notice to Proceed may be delayed if the Contractor provides evidence that the necessary materials are unavailable immediately after the Contract is awarded or shortly thereafter.