

April 17, 2018

ADDENDUM #3

NOTICE TO ALL BIDDERS FOR CITY OF WINCHESTER

ITB #201806 – Water Meter and Sidewalk Replacements

This Addendum forms a part of the Contract Documents and modifies the original bidding documents for ITB #201806 dated February 2018. **Bidders shall acknowledge receipt of the Addendum in the space provided on the Bid Form and return a signed copy with your bid.**

This Addendum consists of 11 total pages. The following information shall modify and clarify the Contract Documents:

1. The Invitation to Bid has been updated to reflect the following:
 - a. On page 1, the new bid opening date and time of **Wednesday, May 2nd, 2018, at 11:00 a.m.**

2. The Bid Form has been modified to reflect the following:
 - a. On page 6, a bid item has been added for Installation of Water Heater Expansion Tanks, a quantity of 5,000 EA. For every new meter setting that is installed, a hot water expansion tank will need to be installed inside the building if the property owner's existing hot water heater does not have an expansion tank. This bid item shall include obtaining a plumbing permit for the appropriate jurisdiction (City of Winchester or Frederick County) for each tank installation, installation of the tank by a licensed plumber, and any fittings required per local building code. The City shall provide the tanks and the contractor shall provide all other materials necessary to install the tanks. Permitting fees for City of Winchester properties will be waived and the City will pay Frederick County separately for any permitting fees. It shall be the Contractor's responsibility to have their plumbing sub-contractor coordinate directly with each property owner for specific tank installation dates. The tank shall be installed prior to or within ten (10) calendar days of the installation of the new water meter setting.

This Addendum must be signed and returned to the Finance Department – Purchasing Division, 1st Floor Rouss City Hall, 15 North Cameron Street, Winchester, VA 22601 by **11:00 a.m. local time on May 2nd, 2018** with your BID.

Receipt of Addendum #3 to Invitation to Bid #201806 is acknowledged by my signature below:

Company Name: _____

Authorized Representative: _____

Address: _____

Telephone: _____ FAX: _____

INVITATION TO BID

Water Meter & Sidewalk Replacements

ITB # 201806

The City of Winchester is submitting this Invitation to Bid to establish a contract with qualified Contractors furnishing all labor, equipment, transportation and materials necessary for the following project:

Water Meter & Sidewalk Replacements

Work includes the replacement of approximately 10,000 water meter settings throughout the City's water system. Project components include, but are not limited to, replacement of 5/8", 1" and 2" water meter settings, new and replacement water service lines, termination of old services, associated and designated concrete sidewalks/entrances, storm drain replacement and site restoration.

A **mandatory** pre-bid meeting will be held on **Thursday, March 29th at 2:00pm** in the City Council Chambers of Rouss City Hall, 15 N. Cameron Street, Winchester, VA 22601. Due to the importance of all respondents having a clear understanding of the specifications/scope of work and requirements of this solicitation, attendance at this conference will be a prerequisite for submitting a proposal. Proposals will only be accepted from those respondents who are represented at this pre-bid meeting. Attendance at the meeting will be evidenced by the representative's signature on the attendance roster. No one will be admitted after 2:05 P.M. (local time).

Contract Specifications may be obtained from the below address and all bids shall be received at:

City of Winchester, Virginia
Finance Department - Purchasing Division
Rouss City Hall, 4th Floor
15 North Cameron Street
Winchester, Virginia 22601
Telephone (540) 667-2378

The contract documents and drawings may be downloaded at no cost from the City's website at:
<http://www.winchesterva.gov/purchasing/itbrfp.php>

Any questions regarding the contract documents or drawings shall be sent **in writing via e-mail** to:

Kelly Henshaw: kelly.henshaw@winchesterva.gov

Bid prices shall be made on the blank Bid Form provided herein. Bids shall be delivered to the above address on or before **11:00 a.m. (local time) on Wednesday, May 2nd, 2018**, at which time the bids shall be publicly read aloud.

Bids will be received only from contractors who are registered in the Commonwealth of Virginia. **Bidders shall indicate on the outside of the envelope containing the Bid their current Virginia Contractor's Registration Number. Bids without this information on the outside of the envelope may be non-**

responsive.

Each Bid shall be accompanied by complete response to the Contractor Qualification Data Sheet. The successful bidder shall meet the minimum qualifications specified in the Contractor Qualification Data Sheet. A bid from a bidder that does not meet the minimum qualifications specified in the Contractor Qualification Data Sheet, as determined by the City, shall be non-responsive.

Each Bid shall also be accompanied by a satisfactory Bid Guarantee in the amount of 5% of the bid, in the form of a certified or cashier's check drawn on a bank chartered under the laws of the Commonwealth of Virginia; payable to the Treasurer of the City of Winchester, or a Bid Bond, as a guarantee that the bidder will within fifteen (15) days after the date of the award of the Contract, execute an agreement and file insurance as required by the Contract Documents if his proposal is accepted. If the successful bidder fails to execute and file the agreement and insurance, the amount of the Bid Guarantee shall be forfeited. Bids without a satisfactory Bid Guarantee shall be rejected.

Performance and Payment Bonds will be required of the successful bidder, each in an amount equal to twenty-five (25) percent of the amount of the Contract, conditioned upon the faithful performance of the Contract and to the payment in full to all persons furnishing labor, materials, equipment, etc., for and in connection with the work to be performed under the contract.

Bidder desiring to withdraw his bid after the bid opening procedure, shall give notice in writing of his claim of right to withdraw his bid within two (2) business days after the conclusion of the bid opening procedure. Bidder shall submit to the City his original work papers; documents and materials used in preparation of the bid sought to be withdrawn. Bidder withdrawing his bid that does not meet these requirements shall forfeit their bid bond.

The City of Winchester reserves the right to reject any proposal for failure to comply with all requirements of this notice or any of the Contract Documents; however, it may waive any minor defects or informalities at its discretion. The City further reserves the right to reject any and all proposals, cancel the ITB at any time prior to award or to award a contract that in its judgment is in the best interest of the City.

CITY OF WINCHESTER, VIRGINIA

BY: Mike Marzullo, Purchasing Agent

BID FORM
Water Meter & Sidewalk Replacements
ITB# 201806

This Bid is submitted to:

City of Winchester, Virginia
Finance Department - Purchasing Division
Rouss City Hall, 4th Floor
15 North Cameron Street
Winchester, Virginia 22601

In submitting this Bid, bidder acknowledges that the bidder has examined copies of the following Contract Documents:

BIDDING DOCUMENTS

- Invitation to Bid
- Instructions to Bidders
- Bid Form
- Contractor Qualification Data Sheet
- Bid Bond
- Non-Collusion Affidavit
- Contract
- Performance Bond
- Labor and Material Payment Bond
- Notice of Intent to Award
- Notice of Award
- Notice to Proceed
- City of Winchester Required General Terms and Conditions
- General Conditions
- Supplement to General Conditions
- Special Terms and Conditions

TECHNICAL SPECIFICATIONS

- Scope of Work – Sequence of Construction
- Maintenance of Traffic
- Demolition
- Disposal of Materials
- Storm
- Concrete (Curb & Gutter, Sidewalks, Entrances)
- Detectable Warning Surfaces
- Rubber Sidewalk

- Roof Drains
- Rock Excavation
- Tree Removals
- Erosion and Sediment Control
- Topsoil and Seeding
- Tree Plantings
- Trench Drains
- Water Distribution System

DRAWINGS

OTHER DOCUMENTS

- List of Service Locations
- Tree Removal/Replacement Locations
- Sidewalk Master Plan Figure 3

ADDENDA:

<u>NUMBER</u>	<u>DESCRIPTION</u>	<u>DATE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Receipt of all of above is hereby acknowledged.

CONTRACTOR: _____
 BY (SIGNATURE): _____
 NAME AND TITLE: _____
 DATE: _____

BID ITEMS/QUANTITIES

- (a) The Contractor shall provide all unit prices or lump sum prices for all bid items on the Bid Form herein. **If a unit price or lump sum price is omitted or left blank the bid and bidder shall be non-responsive.** The bid forms designate which prices are for *Install* only work, complete and in place, (i.e. assumes equipment and/ or materials will be supplied by the City). All other bid prices are for Furnish and Install work, complete and in place.

- (b) The quantities shown for unit bid items are based upon the best information available at time of preparation of these bid documents, and are established for the purpose of obtaining a bid price. No adjustments to the bid prices based on changes to quantities will be considered. All bid prices will be held throughout the duration of the contract regardless of any increase or decrease in bid quantity.
- (c) Emergency work shall be negotiated with a maximum allowable amount of 50% over the bid price by item. This excludes all lump sum bid items.
- (d) All other bid items not listed or described in the Contract Documents will be negotiated between the City and the Contractor before the time of need. Once a negotiated price is established, it will be used for the remainder of the contract.

The undersigned Bidder proposes to complete all work in accordance with the Contract Documents for the following unit prices:

City of Winchester
Water Meter & Sidewalk Replacements – ITB #201806
BID TABLE
Updated 4-17-18

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT COST	TOTAL COST
Mobilization					
1	Mobilization (Maximum of 3% of Total Price)	1	Lump Sum		
Demolition/Removal					
2	Demolition of Existing Curb or Curb/Gutter, Includes Disposal	28,000	LF		
3	Demolition of Existing Asphalt or Concrete	24,000	SY		
4	Tree Removal	17	EA		
5	Removal of Existing Storm Drain Pipe, Includes Disposal	50	LF		
6	Removal of Existing Storm Drain Inlet or Manhole, Includes Disposal	2	EA		
7	Removal of Existing Concrete Drainage Channel	20	LF		
8	Asphalt Milling (per 2" depth) [VDOT Section 315], Includes Disposal	100	SY		
Erosion and Sediment Control					
9	Erosion and Sediment Control	1	Lump Sum		
Maintenance of Traffic					
10	Maintenance of Traffic	1	Lump Sum		
Sidewalk Improvements					
11	Standard Curb, CG-2 (Includes aggregate base course)	20,000	LF		
12	Combination Curb & Gutter, CG-6 (Includes aggregate base course)	8,000	LF		
13	Concrete Sidewalk, 4" Thick (Includes aggregate base course)	20,000	SY		

14	Brick Paver Sidewalks on 4" Concrete Base	2,000	SY		
15	Rubber Sidewalk	400	SY		
16	Concrete Entrance, CG-9 (7" Thick)	1,500	SY		
17	Detectable Warning Surfaces, CG-12	80	SY		
18	Aggregate Base Course, 21-A (for road work only) [VDOT Section 309]	300	TON		
19	Asphalt Concrete Base Course, BM-25.0D, [VDOT Section 315]	200	TON		
20	Asphalt Concrete Surface Course, SM-9.5 AL [VDOT Section 315]	200	TON		
Rock					
21	Rock Excavation, Includes Disposal	50	CY		
Restoration and Landscaping					
22	Topsoil and Seeding	150	SY		
23	Tree, Princeton American Elm Tree, 4" caliper	27	EA		
24	Tree, London Planetree, 4" Caliper	3	EA		
25	Tree, Ginko, 4" Caliper	9	EA		
26	Tree, Red Maple, 4" Caliper	10	EA		
27	Tree, River Birch, 4" Caliper	10	EA		
28	Tree, Okame Cherry, 4" Caliper	13	EA		
29	Tree, Kousa Dogwood, 4" Caliper	51	EA		
30	Tree, Redbud, 4" Caliper	24	EA		
31	Tree, Serviceberry, 4" Caliper	12	EA		
32	Tree, Paperbark Maple, 4" Caliper	8	EA		
Storm Drainage					
33	Storm Drain Pipe, Class IV RCP, 18-inch	50	LF		
34	Storm Drain Pipe, HDPE, 18-inch	20	LF		
35	Drop Inlet, Modified DI-1 with Dual Inlet Top (City Standard Detail SD-5)	2	EA		

36	Roof Drain Pipe, 4" PVC	1,400	LF		
37	Trench Drain with Solid Cover, 12" Wide	10	LF		
Water System					
38	Water Meter Assembly, 5/8-inch (Replacement Only)	8,500	EA		
39	Water Meter Assembly, 1-inch (Replacement Only)	1,200	EA		
40	Water Meter Vault, 2-inch	5	EA		
41	Water Meter Setting, 2-inch	5	EA		
42	Water Service Line, ¾-inch Copper	25,000	LF		
43	Water Service Line, 1-inch Copper	100	LF		
44	Water Service Line, 2-inch Poly	2,500	LF		
45	Water Service Tap, ¾-inch	5	EA		
46	Water Service Tap, 1-inch	5	EA		
47	Water Service Tap, 2-inch	5	EA		
48	Termination of Existing Corporation Stop (Any Size)	25	EA		
As-Builts					
49	As-built Drawings (PDF and CAD files) with GPS locations for all replaced meters [City Standards Chapter VIII]	1	LS		
Other					
50	Installation of Water Heater Expansion Tanks (per local Plumbing Code)	5,000	EA		
TOTAL FOR ALL – BASE BID					

TOTAL BASE BID: \$ _____

IN WORDS:

CONTRACTOR: _____

BY: (SIGNATURE) _____

NAME AND TITLE: _____

DATE: _____

ADDRESS: _____

TELEPHONE: _____

CURRENT VIRGINIA CONTRACTOR REGISTRATION NUMBER: _____

NOTE: REQUIRED BID GUARANTEE MUST BE ENCLOSED WITH THIS BID PROPOSAL.