

Addendum #1

Beaver Dam Creek Trail & Pedestrian Bridge – Phase 1

Town of Damascus, Virginia

VDOT # EN99-205-101, PE101, C501

UPC #51977

Hill Studio Project # 0172

July 24, 2017

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TOWN OF DAMASCUS, VIRGINIA
VDOT #EN99-205-101, PE 101, C501 UPC #51977
HILL STUDIO, COMM. #0172
July 13, 2017, 11:00 a.m.

PRE-BID CONFERENCE SIGN-UP SHEET

CONTACT NAME	COMPANY OR ORG.	PHONE	EMAIL
Gavin N. Blevins	Town of Damascus	276-475-3831	gblevins@mrpdc.org
Michael Lane	Elk Knob, Inc.	276-546-3007	
Robert Deeb	DCI/Shires, Inc.	304-323-1996	robertdeeb@dcishires.com
Chuck Keith	Rogers Group, Inc.	276-415-9104	chuck.keith@rogersgroupinc.com
Danny H. Wampler	Elk Knob, Inc.	276-546-3009	danny@elkknob.com
Bill Edwards	Big R Bridge	276-525-4824	bedwards@bigrbridge.com
Charlie Craig	Hill Studio	540-342-5263	ccraig@hillstudio.com
Laurice Ellsworth	Hill Studio	540-342-5263	lellsworth@hillstudio.com
Roger Musser	VDOT	276-696-3260	roger.musser@vdot.virginia.gov
Darrin Morrison	Ken Construction Co., Inc.	276-794-7346	kenconst@live.com
Cullen Barker	Inland Const., Inc.	276-591-6379	cullen@inlandcon.com
Carri Barker	Inland Const., Inc.	276-676-2300	carri@inlandcon.com
Eddie Ramirez	Boring Contractors	276-676-2050	estimating@rsjones.biz

BEAVER DAM CREEK TRAIL & PEDESTRIAN BRIDGE – PHASE 1
TOWN OF DAMASCUS, VIRGINIA
VDOT # EN99-205-101, PE101, C501 UPC #51977
HILL STUDIO, COMM. #0172
July 13, 2017, 11:00 a.m.

PRE-BID CONFERENCE AGENDA (*Notes in bold italics*)

I. INTRODUCTION

- A. Sign-up sheet ***See attached attendance sheet.***
- B. Agenda distributed

II. FUNDING & SPONSORSHIP

- A. Federal Highway Administration (FHWA) Moving Ahead for Progress in the 21st Century program (MAP-21) through the Virginia Dept. of Transportation.
- B. Town of Damascus, Virginia.

III. SCOPE OF WORK

- A. Base Bid ***There are no additive bid items for this project***
- B. All work in accordance with VDOT Road and Bridge Specifications.
- C. Contractor responsible for maintaining traffic along streets affected by the Work; methods and practices to comply with 2011 Work Area Protection Manual.

IV. SCHEDULING

- A. Bids Due – ~~Thursday, August 3, 2017~~, by 2:00 p.m. ***Bids now due August 10, 2017, by 2:00pm***
The State of Virginia requires at least 10 calendar days between bid opening and any addendum issued. For this reason, no addendum can be issued for this project after ~~July 24~~ without extending the bid opening date. Given that resolving questions from bidders may take a day or two, that translates to ~~July 24~~ as the latest Hill Studio can receive questions and issue a response without affecting the bid opening date. Please submit your questions to Hill Studio prior to close of business (5pm) on ~~July 24~~. ***Deadline for questions is now July 27, 2017 by 5:00pm. All questions should be directed to Hill Studio. Final addendum (if needed) will be issued no later than Monday, July 31, 2017.***
- B. Bids Opened – same day and time.
- C. Award of Contracts – As soon as possible if funding is sufficient.
- D. Contract to be AIA-101-2007 “Standard Form of Agreement Between Owner and Contractor – Stipulated Sum”

V. BID FORM

- A. Must submit Base Bid complete with unit prices.

- B. Provide bid information on Bid Forms and VDOT Form C-7, both contained in the Project Manual.

VI. INSURANCE AND BONDS

- A. Bid Bond – equal to 5% of the Base Bid; to accompany bid.
- B. Performance Bond prior to execution of the Contract in the full amount of the Contract at signing.
- C. Standard Labor and Materials Bond prior to execution of Contract.
- D. Insurance requirements for General and all subcontractors – no work until Owner has approved. Worker’s Compensation and Employer’s Liability Insurance, “All-Risk” Builder’s Insurance. See “Supplemental Conditions, Instructions and Information” in the Project Manual for levels of coverage.

VII. AWARD OF CONTRACTS

- A. Owner will award Contract to the “lowest responsible and responsive bidder”. ***Please make sure that all necessary forms have been completed and are included with your bid. Refer to the attached Construction Bid Submittal Checklist or contact Hill Studio if you have any questions about what needs to be included in your bid submittal.***
- B. Owner reserves the right to make an award based upon the lowest Base Bid.
- C. Notice of Intent to Award issued to apparent successful bidder after approval by VDOT and the Town of Damascus.
- D. VDOT Form C-48, List of subcontractors & suppliers showing DMBE certification numbers if applicable; received by County no later than 10 business days after bid opening.
- E. Notice to Proceed issued after all insurance and bond requirements have been met and bidder approved by VDOT.

VIII. INSPECTIONS AND SUBMITTALS

- A. “2016 Road and Bridge Specifications”, Section 106 - Control of Material, paragraph 106.06 – Samples, Tests and Cited Specifications, materials may be approved based on the receipt of a certificate furnished by the Contractor from the manufacturer
- B. VDOT inspectors and Design Consultants will make periodic site visits at key progress intervals and to verify applications for payment.
- C. Contractor must notify concrete and asphalt suppliers that this is a VDOT job.
- D. VDOT form C-25, “Source or Materials” list of approved manufacturers and suppliers.
- E. ~~The contractor shall secure the inspection services required for this project.~~ Materials testing services are available through VDOT. Contractor shall work with inspectors to open the site for inspection as requested. Any test which fails to conform to the requirements as stated on the drawings or in the VDOT Road and Bridge Specifications shall require that the Contractor remove and replace the faulty work and pay for retesting, all at no expense to the Project or Owner. ***The Town will secure inspection and testing services required***

for the project. Contractor is responsible for any testing that may be necessary for required construction submittals/shop drawings (such as geotech testing for bridge shop drawings, if needed).

- IX. DBE EFFORTS, DOCUMENTATION & REQUIREMENTS - 3% DBE GOAL**
Mary Ann Altum, VDOT Bristol Dist. Civil Rights Manager, 276-645-1677
VDOT Forms C-49, C-111 and C-112, included in the Project Manual.

This project has a 3% DBE goal. Please ensure that you use a DBE vendor/company to fulfill this requirement – SWAM vendors do not count toward the DBE goal. If you are unable to achieve this goal, make sure your DBE efforts are fully documented using the forms in the project manual. Please contact Mary Ann Altum or Maurice Hughes (see checklist for contact information) if you have any questions regarding these requirements.

- X. CIVIL RIGHTS REQUIREMENTS**
Mary Ann Altum, VDOT Bristol Dist. Civil Rights Manager, 276-645-1677

Please contact Mary Ann Altum or Maurice Hughes (see checklist for contact information) if you have any questions regarding these requirements.

XI. SPECIAL CONCERNS

- A. Traffic control along Shady Avenue. ***Should be minimal as the work does not impact Shady Avenue.***
- B. Material storage areas, stockpiles. ***As shown on drawings. There will be one on Town property near the library, and one in the little league parking lot off Shady Avenue.***
- C. Contractor facilities and parking. ***Same as above. Please restore these areas to their pre-construction condition when vacating the site.***
- D. Construction hours ***Please be considerate of any local events. Coordinate with Town Manager as needed.***
- E. Beaver Dam Creek - erosion and sediment controls for conditions ***All E&S control measures must be in place before beginning work. Work should be kept out of the creek as much as possible. There may be timing limitations on work in the stream for environmental reasons. The Town Manager/Floodplain Manager will review and provide addition information if necessary.***
- F. Setting bridge – provide a written plan of action prior to beginning construction
- G. Project sign
This is a temporary sign required of all grant projects. Typically constructed of 4'x8' plywood and 2x4 framing, hand-painted lettering to announce parties involved with a project and anticipated completion date. Location will be determined in the field as to not impair construction activity or obstruct sight distances.

- H. Duration of work: base bid - 180 calendar days to Substantial Completion. ***This is now changed to 210 calendar days to Substantial Completion. Additionally, the Town will be willing to work with the Contractor in the event of significant delays due to bridge fabrication. Liquidated damages are not included in this contract.***

XII. COMMENTS AND QUESTIONS

- A. ***Question regarding survey control points: We do not have access to any survey data other than that shown on the drawings. However, VDOT has recently surveyed the Water Street bridge near the start of the trail and can provide those control points.***
- B. ***Question regarding gravel removal and disposal from trail construction area where it crosses the little league parking lot: Gravel should be removed from areas shown and redistributed in the remainder of the parking lot. It does not need to be hauled off-site.***

DBE % _____

Locally Administered Projects

Construction Bid Submittal Checklist for Federally Funded Projects

- Bid
- Proof of Required Bonds
- Required DBE Forms (correctly filled out and with proper signatures)
 - C-111 (No Later than 10am the day after bid opening)
 - C-112 (No later than 3 business days after bid opening)
 - C-48 (No later than 10 business days after the bid opening)
 - C-49 (Required if DBE requirements have not been met, "Good Faith Effort")
- Required Contractor Certification Forms
 - C-104
 - C-105

The failure of a bidder to submit the required documentation within the timeframes specified in the **Contract Goal, Good Faith Efforts Specified** section of Special Provision 107.15 may be cause for rejection of that bidder's bid. If the lowest bidder is rejected for failure to submit the required documentation in the specified time frames, the Locality may award the work to the next lowest bidder, or re-advertise the proposed work at a later date or proceed otherwise as determined by the Locality in conjunction with Commonwealth's recommendation.

All documents listed in the above checklist are included in the bid package or it will be submitted within the allotted time after bid opening.

Locality

Date

Time

CIVIL RIGHTS CONTACTS:

Mary Ann Altum, VDOT Bristol District Civil Rights

Phone: (276) 696-3244, email: maryann.altum@vdot.virginia.gov

Maurice Hughes, VDOT Bristol District Civil Rights

Phone: (276) 696-3437, email: maurice.hughes@vdot.virginia.gov

DOCUMENTATION NEEDED WHEN SOLICITING DBE's:

(a) Soliciting through reasonable and available means, such as but not limited to, attendance at pre-bid meetings, advertising, and written notices to DBEs who have the capability to perform the work of the contract. Examples include: advertising in at least one daily/weekly/monthly newspaper of general circulation, as applicable; phone contact with a completely documented telephone log, including the date and time called, contact person, or voice mail status; and internet contacts with supporting documentation, including dates advertised. The bidder shall solicit this interest no less than five (5) business days before the bids are due so that the solicited DBEs have enough time to reasonably respond to the solicitation. The bidder shall determine with certainty if the DBEs are interested by taking reasonable steps to follow up initial solicitations as evidenced by documenting such efforts as requested on Form C-49, DBE Good Faith Efforts Documentation.

(b) Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the Contractor might otherwise prefer to completely perform all portions of this work in its entirety or use its own forces;

(c) Providing interested DBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner, which will assist the DBEs in responding to a solicitation;

(d) Negotiating for participation in good faith.

DBE VENDOR SEARCH WEBSITE ADDRESS:

http://egov1.virginia.gov/swam_reports/dbe_listing.htm