

Addendum No. 1

Issue Date: February 15, 2023

Project Name: City of Rocky Mount Dirt Streets Project: Lewy Lane, Triple Court
CRM RFP #: 320-120123AG
Bids Due: Tuesday, February 21, 2023 - 2:00 pm

TO: Prospective Bidders

This addendum forms a part of the Contract Documents and modifies the original Contract Documents 2/2/23 as noted below. Acknowledge receipt of this Addendum by inserting the number and issue date of this addendum in the blank space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification.

This **Addendum No. # 1** consists of 2 pages and the attached documents. Addendum 1 and attachments may be downloaded from the City of Rocky Mount Purchasing web site at:

https://rockymountnc.gov/departments_services/finance/purchasing/bids

1. Pre-Bid Meeting Minutes
2. Pre-Bid Meeting Attendance

CLARIFICATIONS:

1. **Existing Line Item #2:** Contractor to provide all construction surveying, as noted in Attachment D: Supplementary General Conditions Item #44, and Survey Construction Stakes.
2. **Soils Testing**
The City or the City's geotechnical consultant will provide inspection of foundation subgrade, suitability of backfill material, and concrete testing. Testing associated with asphalt is considered incidental and included in those line items. Unless noted otherwise, all other testing is the responsibility of the Contractor.
3. **Allowance for Private Property Repair (CI)**
The allowance is for repairs that may become necessary during construction that are not listed on the Bid Documents. Payment will be made on a lump sum basis for actual amount invoiced by the Contractor. This line item is only to be used to make repairs to damage incidental to construction as approved by the Engineer. Damage caused by negligence will be the responsibility of the Contractor to repair. All expenses applied to this allowance shall be approved by the City prior to the construction of the repair. An allowance of \$5,000 has been set to establish bids.

CHANGES TO BID DOCUMENTS:

1. Omit Bid Alternate A1. No HDPE will be allowed for this project.

CHANGES TO PLANS:

No Change

CHANGES TO BIDDING REQUIREMENTS:

No Change

CHANGES TO CONDITIONS OF THE CONTRACT:

No Change

CHANGES TO SPECIFICATIONS:

No Change

END OF ADDENDUM

<p><i>Prepared by Appian Consulting Engineers, PA for:</i></p>	<p><i>City of Rocky Mount Alicia Gaines Purchasing Associate III 252-972-1227</i></p>
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ROCKY MOUNT, NC
THE CENTER OF IT ALL

PRE-BID CONFERENCE

**City of Rocky Mount Dirt Streets Project:
Lewy Lane & Triple Court**

February 9, 2023

331 S. Franklin Street - 10:00 am
Conference Room 3

CITY RFP#: 320-120123AG

MINUTES

1. Welcome, Sign-in and Introductions
2. Project Description
3. Bid Form
4. Questions
5. Scope of Work
6. Worked Performed by The City
7. Permits
8. Construction Schedule
9. Change Orders and Field Decisions
10. Record Documents
11. Payment Requests
12. Liquidated Damages
13. Storage of Materials and Security
14. Safety
15. Housekeeping
16. Work Hours
17. Miscellaneous
18. Questions

1. Welcome, Sign-in and Introductions
2. Project Description
 - 2.1. Asphalt paving of existing dirt streets Lewy Lane and Triple Court and resurfacing of existing paved streets Vans Drive and Fort Street. Project includes paving of approximately 3,200 square yards of existing unsurfaced roadway, resurfacing of approximately 4,300 square yards of existing paved roadway, minor clearing and grubbing, construction staking, installation of drainage culverts, mass grading and reconstruction of existing roadside swales. Project plans prepared by Appian Consulting Engineers, PA, and unit price schedule outline the location and estimated quantities for the required work. All work shall be done in accordance with NCDOT Standard Specifications for Roads and Structures, current version.
3. Bid Form
 - 3.1. The Bid Form is included in the Project RFP. Bidders must submit bids on the original bound Project RFP. Bidders desiring copies of the bid documents may download them from the City's website at: https://www.rockymountnc.gov/departments_services/finance/purchasing/bids
 - 3.2. Bid bond will be required.
 - 3.3. Minority Business Participation: MBE goal for this project is 10%. Due diligence is required if any work is to be subcontracted. **Certification that work is to be completed by Contractor's own forces means no subcontractors of any kind may work on the project.** Complete all applicable Attachment Forms and Affidavits and include in proposal submittal.
 - 3.4. Contractor/ Vendor Registration and E-Verify Affidavit
4. QUESTIONS
 - 4.1. Written questions shall be e-mailed to Alicia.Gaines@rockymountnc.gov by **2/13/23 at 5:00 pm**. Contractors will enter "RFP #320-130123AG – Questions" as the subject for the email.
 - 4.2. Questions received prior to the submission deadline date, the Purchasing Associates response, and any additional terms deemed necessary by the City of Rocky Mount will be posted in the form of an addendum to the Interactive Purchasing System (IPS), <http://www.ips.state.nc.us>, and the City of Rocky Mount website and shall become an Addendum to this RFQ. No information, instruction or advice provided orally or informally by any City personnel, whether made in response to a question or otherwise concerning this RFQ, shall be considered authoritative or binding. Vendors shall rely only on written material contained in an Addendum to this RFQ.
 - 4.3. Inquiries shall be submitted no later than the date and time noted in the project schedule. Questions answered verbally will be followed up by written addenda as deemed necessary; oral interpretations shall have no effect.
5. Scope of Work
 - 5.1. Clearing and Grubbing as directed to clear vegetation encroaching in the ROW and drainage easements.
 - 5.2. Contingency Items will only be paid if directed by the Engineer, Project manager, or Construction Inspector.

- 5.3. Clean out, regrade and stabilize existing roadside swales.
 - 5.4. Replace existing driveway culverts as directed by City to ensure proper drainage of the roadside swales.
 - 5.5. Install proposed cross drainage 15" culvert in Lewy Lane and regrade existing roadside ditch to ensure drainage to the proposed culvert and drainage outlet swale.
 - 5.6. Install additional aggregate base course as directed by the City and regrade existing roadbed in accordance with City Standard Detail 2.3 "Standard Ditch Section for Streets," and where directed by the City to address existing drainage patterns. All asphalt roadway widths are proposed to be 22 feet.
 - 5.7. Adjust existing valve boxes to match final grade.
 - 5.8. Remove/replace existing mailboxes (same day).
 - 5.9. Install Coir-Fiber Waffle Barrier pipe inlet protection and other erosion control devices as directed by the City.
 - 5.10. Paving shall be 2 inches of S9.5B hot mix asphalt and shall include paving of adjacent driveway aprons to a distance of approximately 7 feet from the edge of payment.
 - 5.11. New surface shall be installed to maintain or improve the integrity of existing drainage.
 - 5.12. The newly placed asphalt shall tie in smoothly with the existing intersecting road surface.
 - 5.13. Access to all driveways to be paved.
 - 5.14. Undercut Excavation and Replace Existing Driveway Pipe items have been provided as contingency items should they be needed. Undercut unit price shall include removal of existing material (haul offsite) and installation/compaction of approved structural fill or aggregate base course. Quantity of undercut shall be cubic yards as measured in place.
 - 5.15. Contractor shall supply mobilization/demobilization, permits, furnishing all materials, labor, equipment, and work necessary to construct a finished product as proposed by the specifications and plans. All work shall be done in accordance with the NCDOT Standard Specifications for Roads and Structures, current version.
6. Work Performed by City:
 - 6.1 City to relocate gas utilities, if needed.
 - 6.2 City to provide geotechnical if needed.
 7. Permits
 - 7.1. Building plans are approved by the City. Contractor is responsible for: obtaining and paying for building permit; calling for and coordinating inspections with the City's Building Inspections Department at the applicable times required by the City Inspectors; obtaining approval from Inspections on this scope of work.
 8. Construction Schedule

- 8.1.** Two (2) copies of the completed RFP response shall be sent to Alicia Gaines, City of Rocky Mount Purchasing Associate. RFP response proposals shall be sent via US Mail, FedEx, UPS or hand delivered. Faxed and emailed RFP responses will not be accepted.
- 8.2.** Response proposals are due to the City of Rocky Mount Purchasing Manager, 331 South Franklin Street, Rocky Mount, North Carolina, 27804, by **2:00 PM** local time, **February 21, 2023**. Public Bid Opening in Conference Room #3 at 2:00 p.m.
- 8.3.** Notice to Proceed will be issued after approval of the contract award by the Rocky Mount City Council. Notice to Proceed is expected to be issued in April 1st, 2023.
- 8.4.** Substantial completion should be **90** consecutive days from Notice to Proceed.

9. Change Orders and Field Decisions

- 9.1.** The Inspector or Engineer may authorize minor field changes so long as the change does not result in a change in contract price or completion time. Any change that results in a change in contract price or completion date must be approved by change order. The Contractor must identify and notify the City in writing of any change affecting the contract price or time in a timely manner. Except in emergency conditions, the Contractor may not proceed with work requiring a change order until the City executes a change order. Contractor is responsible for submitting change order on form 00 63 63-1 along with any supporting information necessary to justify the change.

10. Record Documents

- 10.1.** The Contractor is responsible for keeping one set of record documents. The Contractor shall keep the record set of drawings updated on a daily basis. A complete set of record drawings must be submitted to the City prior to final payment.

11. Payment Requests

- 11.1.** The Contractor should submit a payment request form to the City for approval or use the City's standard form. The cut off date is the 25th day of the month and the Contractor should submit to the Inspector to verify quantities. The payment request must be signed by the authorized party and be complete to insure timely payments. There will be no payment for stored materials.

12. Liquidated Damages

- 12.1.** Liquidated damages are \$200.00 for each day that expires after the time specified in Attachment D: Supplementary General Conditions until the Work is substantially complete.

13. Storage of Materials and Security

- 13.1.** The Contractor is responsible for finding locations to store materials. The Contractor is also responsible for making sure that materials purchased for this job are stored in secure areas.

14. Safety

- 14.1.** Contractor is to be familiar with and abide by all local, state and federal safety requirements.

15. Housekeeping

15.1. All areas must be kept clean and free of blowing debris. Mud tracked on paved areas shall be removed immediately. All erosion and sediment control devices must be regularly maintained.

16. Work Hours

16.1. Construction will be limited to 7:00 am to 7:00 pm Monday through Friday, or as approved by the City.

17. Miscellaneous Items

17.1. Damage caused by negligence will be the responsibility of the Contractor to repair.

18. Questions

Prepared for City of Rocky Mount

By Appian Consulting Engineers, PA

TRJ, 2/14/23

