

# Addendum No. 1

Issue Date: February 15, 2023

Project Name: City of Rocky Mount Dirt Streets Project: Emerald, Coral, Topaz  
CRM RFP #: 320-130123AG  
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](https://rockymountnc.gov/departments_services/finance/purchasing/bids)

1. Pre-Bid Meeting Minutes
2. Pre-Bid Meeting Attendance
3. Supplemental Project Special Provisions
4. Revised Attachment A: Proposal/Acceptance Form

## **CLARIFICATIONS:**

### **1. 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 sewer and asphalt is considered incidental and included in those line items. Unless noted otherwise, all other testing is the responsibility of the Contractor.

### **2. 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. Revised Attachment A: Proposal/Acceptance form to replace original bid form
2. Revised Bid Form includes line item for construction surveying/staking/as-builts
3. Revised Bid Form includes line item for utility coordination.
4. Supplemental Project Special Provisions.

## **CHANGES TO PLANS:**

No Change

## **CHANGES TO BIDDING REQUIREMENTS:**

No Change

## **CHANGES TO CONDITIONS OF THE CONTRACT:**

1. Substantial completion should be 120 consecutive days from Notice to Proceed. Contract time extensions or staged Notice to Proceed to address extended material lead times will be considered by the owner by change order after contract award upon documentation of confirmed material order and anticipated delivery date.

**CHANGES TO SPECIFICATIONS:**

No Change

END OF ADDENDUM

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

## PRE-BID CONFERENCE

### **City of Rocky Mount Dirt Streets Project: Emerald Lane, Topaz Avenue, Coral Lane**

February 9, 2023

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

CITY RFP#: 320-130123AG

### 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 Emerald Lane, Coral Drive and Topaz Avenue. Project includes paving of approximately 6,600 square yards of existing unsurfaced roadway, installation of approximately 2,960 linear feet of gravity sewer lines with manholes and services, minor clearing and grubbing, construction staking, installation of drainage culverts, patching existing pavements, 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](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 (Emerald Lane, Coral Drive, Topaz Avenue)
- 5.4. Replace existing driveway culverts as directed by City to ensure proper drainage of the roadside swales.
- 5.5. Asphalt 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.
- 5.6. New surfaces shall be installed to maintain or improve the integrity of existing drainage.
- 5.7. The newly placed asphalt shall tie in smoothly with the existing intersecting road surface.
- 5.8. Access to all driveways to be paved.
- 5.9. Install sanitary sewer lines, services, cleanouts and associated manholes.
- 5.10. Adjust existing valve boxes to match final grade.
- 5.11. Remove/replace existing mailboxes (same day).
- 5.12. Install Coir-Fiber Waffle Barrier pipe inlet protection and other erosion control devices as directed by the City.
- 5.13. 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.
- 5.14. Sanitary Sewer along Cox Avenue is designated for future and not included in contract.
- 5.13 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 on April 1<sup>st</sup>, 2023.
- 8.4.** Substantial completion should be **120** consecutive days from Notice to Proceed. Contract time extensions or staged Notice to Proceed to address extended material lead times will be considered by the owner by change order after contract award upon documentation of confirmed material order and anticipated delivery date.

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



ROCKY MOUNT, NC  
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PRE-BID CONFERENCE  
CRM Dirt Streets Project: Emerald, Coral, Topaz  
February 9, 2023  
AGENDA SIGN-IN SHEET

Name	Organization/Title	Phone	e-mail
WBC Brad Kerr	City of Rocky Mount Director of Public Works	252.972.1120	Brad.Kerr@rockymountnc.gov
SPM Scott Miles	City of Rocky Mount Assistant City Engineer-Water Resources	252.972.1122	Scott.miles@rockymountnc.gov
A76 Alicia Gaines	City of Rocky Mount Purchasing Associate I	252.972.1227	Alicia.gaines@rockymountnc.gov
Ramona Plemmer	City of Rocky Mount Purchasing Manager	252.972.1228	Ramona.plemmer@rockymountnc.gov
ORM Ramon Muckle	City of Rocky Mount Traffic Engineer	252.972.1202	Ramon.muckle@rockymountnc.gov
WCP Bill Pridgen	City of Rocky Mount Construction Inspector	252.467.4936	Bill.pridgen@rockymountnc.gov
Allen Goff	City of Rocky Mount Construction Inspector	252.467.4941	Allen.goff@rockymountnc.gov
GC Gabrielle Bryson	City of Rocky Mount Stormwater Engineer	252.972.1340	Gabrielle.Bryson@rockymountnc.gov
DR David Revoir	Appian	252.972.7703	Drevoir@appianengineers.com
ES Ryan Joyner	Appian	252.972.7703	Rtjoyner@appianengineers.com
BR Brian Colbert	BCS	252-937-7218	BCS Contractor & Engineer brcolbert@bcas.com
John Rich	Weavers Asphalt	252-903-0303	mjkrich@suddenlink.net mwrch74@gmail.com
Shawn Sorow	Bridgeway Contractors	252-883-3413	bridgewaycontractors @yahoo.com
Steve Yetman	CRM	252-751-8627	steve.yetman@rockymountnc.gov



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**SUPPLEMENTAL PROJECT SPECIAL PROVISIONS**

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**SUPPLEMENTAL PROJECT SPECIAL PROVISION 1 (SP-1):**  
**CONSTRUCTION SURVEYING/STAKING/ AS-BUILT SURVEYS****1. Description:**

Work covered in this special provision consists of providing construction stakes, lines and grades necessary to construct the proposed project. Drainage and Utility Easements located on the disturbed parcels shall be staked by a North Carolina Professional Land Surveyor prior to construction, if deemed necessary by the Engineer. Work covered also includes as-built surveys as described herein.

**2. Construction Methods:**

The contractor will locate and mark right-of-way limits and construction easements within the work area. Contractor shall be responsible for all computations and information relating to stakes, lines, and grades for the entire project. All construction staking shall be performed under the responsible charge of a North Carolina Professional Land Surveyor.

**As-built survey** shall be completed to show that all elements of the project have been construction in compliance with the locations elevations and dimensions shown on the plans. All elevations shall be NAD 83 & NAVD 88. A hard copy of the final as-built survey sealed by a NC Licensed Professional Land surveyor shall be submitted to the Owner along with digital CAD files prior to final acceptance. As built survey shall also include:

- a. Sanitary Sewer: Location and Elevation of manholes tops and invert, invert in and out of pipes, pipe size, slope and material;
- b. Catch Basin: Top Flow Line Location and Elevation, inverts
- c. Storm Pipe: Size, Material, Location, Elevation, inverts (including invert into Box Culvert) and slope.  
AS-BUILT SURVEY OF DRIVEWAY CULVERTS IS NOT REQUIRED
- d. Any Other items determined to be critical by the City for project acceptance.

**SUPPLEMENTAL PROJECT SPECIAL PROVISION 2 (SP-2):**  
**UTILITY COORDINATION****1. Description:**

Work covered under this special provision includes verification of existing utilities as shown on the drawings prior to the start of construction and submittal of findings to the Engineer and all general coordination necessary to remove, amend, relocate and/or repair existing utilities in and around the project area. Contractor shall, through the use of a private utility locator service or publicly provided service have all subsurface utilities within the project area located, marked and recorded. Information including but not limited to, utility owner, type, material, size, and depth must be recorded within the project area and submitted to the Engineer prior to start of construction. The Contractor shall verify the horizontal and vertical locations of existing utilities locations prior to the start of construction.

Utility Coordination shall also include the following:

- a. Relocating guy wires, if required, shall be in accordance with all governing codes, regulations and provisions of the City.
- b. Temporary pump around services for sanitary sewer as needed during construction. Sanitary Sewer Pump Around shall be completed in accordance with the most recent City of Rocky Mount regulations.

**2. Payment:**

Payment shall be made on a Lump Sum basis for Utility Coordination.

**ATTACHMENT A: PROPOSAL/ACCEPTANCE FORM**

for

**City of Rocky Mount Dirt Street Project: Emerald Lane, Coral Drive, Topaz Avenue  
320-130123AG**

Bidder acknowledges that estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

The undersigned, as bidder, proposes and agrees if this proposal is accepted to contract with the City of Rocky Mount for the furnishing of all materials, equipment, and labor necessary to complete the construction of the work described in these documents in full and complete in accordance with plans, specifications, and contract documents, and to the full and entire satisfaction of the City of Rocky Mount per the unit prices below.

Item No.	Spec. Section	Description	Bid Quant	Unit	Unit Price	Bid Value
1		Mobilization	1	LS		
2		Clearing and Grubbing	1	LS		
3		Mass Grading & Ditch Reconstruction: Topaz Ave	1	LS		
4		Mass Grading & Ditch Reconstruction: Emerald Ln	1	LS		
5		Mass Grading & Ditch Reconstruction: Coral Dr	1	LS		
6	520	Aggregate Base Course (ABC)	620	TN		
7	10	#57 Stone	450	TN		
8	06	Asphalt Concrete Surface Course, S9.5B (2 inch)	800	TN		
9	06	Asphalt Concrete Base Course, B25.0C (1½ inch)	120	TN		
10	06	Asphalt Binder for Plant Mix, Grade PG 64-22	55	TN		
11	03	Remove ex DI at 12+50+/- Coral Drive and install 2x3 DI Box (CB-1) per NCDOT 840.14	1	EA		
12	03	24" RCP Pipe, Class III (including Stone Bedding, Backfill and Removal of Ex. Culvert at 12+50+/- Coral Drive)	30	LF		
13	03	18" RCP Pipe, Class III (including Stone Bedding, Backfill and Removal of Ex. Culvert at 13+50+/- Topaz Avenue)	80	LF		
14	03	18" FES	4	EA		
15	03	24" FES	1	EA		
16	15	8" PVC Sewer Pipe, 0'-6' Depth	720	LF		
17	15	8" PVC Sewer Pipe, 6'-8' Depth	345	LF		
18	15	8" PVC Sewer Pipe, 8'-10' Depth	750	LF		
19	15	8" PVC Sewer Pipe, 10'-12' Depth	270	LF		
20	15	4" Short-Side Sewer Service (Open-Cut)	270	LF		
21	15	4" Long-Side Sewer Service (Bore)	90	LF		
22	15	6" Short-Side Sewer Service (Open-Cut)/ Cleanouts (Topaz Ave)	190	LF		
23	15	4' Dia. Precast Sewer Manhole 6'-8' (Ext. base)	1	EA		
24	15	4' Dia. Precast Sewer Manhole 6'-8' (Extended Base, Sealed)	3	EA		
25	15	4' Dia. Precast Sewer Manhole 8'-10' (Extended Base, Sealed)	4	EA		

Form Continued Next Page

Item No.	Spec. Section	Description	Bid Quant	Unit	Unit Price	Bid Value
26	15	MH #7: 4' Dia. Precast Sewer Manhole 10'-12' (Extended Base)	1	EA		
27	15	MH #12: 4' Dia. Precast Sewer Manhole 10'-12' (Extended Base, Sealed, Vented) 18" above adjacent grade per CRM Det. 4.1	1	EA		
28	858	Adjustment of Meter Boxes or Valves	2	EA		
29	858	Adjustment of Ex. Manhole	1	EA		
30		Fire Hydrant Relocation (at Coral & Topaz)	1	LS		
31	1631	Seeding and Mulching all disturbed areas	1	LS		
32		Removal/ Replacement of Mailboxes	14	EA		
33	305	CI: Replace Ex. Driveway Pipe (15" RCP)	260	LF		
34	16	CI: Temporary Sediment (Silt) Fence	100	LF		
35	16	CI: Excelsior Matting for Erosion Control	900	SY		
36	10	CI: Filter Fabric	150	SY		
37	16	CI: Coir Fiber Wattle Barrier	200	LF		
38	16	CI: Sediment Control Stone	70	TN		
39	225	CI: Undercut Excavation and Backfill	100	CY		
40	230	CI: Borrow	50	CY		
41	16	CI: Class B Rip Rap	15	TN		
42	15	CI: Trench Rock Excavation	10	CY		
43	15	CI: 8" DIP Sewer Pipe, 0-6' Depth	80	LF		
44		CI: Allowance for Private Property Repair	1	LS	ALLOW	\$ 5,000.00
45	SP-1	Construction Surveying/ Staking/ As-Builts	1	LS		
46	SP-2	Utility Coordination	1	LS		
<b>TOTAL BID AMOUNT:</b>						<b>\$</b>

\*Contingency Items (CI) will only be paid if directed by City.

<b>BID ALTERNATE</b>						
Item No.	CO #	Spec. Section	Description	Bid Quant.	Unit	Add/ (Deduct)
<b>A1</b>		15	Use 4' Dia. Precast Flat Top Sewer Manhole 10'-12' (Extended 1'x1' Base, Sealed, Vented) 18" above adjacent grade per CRM Det. 4.5, instead of conical MH described in Line Item #27	1.00	LS	

### **BASIS OF AWARD**

- Unit prices to include all labor, material, and equipment cost unless otherwise noted.
- Where unit prices are requested, Contractor to be paid for actual installed quantities verified by the Engineer. Contractor shall provide supporting documentation and load tickets as required by the project specifications. Failure to obtain authorization from the Engineer for placement of any of the unit priced items beyond the previously authorized scope of work or failure to provide requires supporting documentation and quantity verification of material and/or quantities by the Engineer will null and void any claims by the Contractor for compensation for these items.

3. **Award Determination:** The award of a contract will be made to the lowest responsible bidder meeting the requirements of the Contract Documents. However, when it comes to evaluation of the proposal based on cost alone, the determination of the lowest bidder will be based solely on:

The TOTAL BID AMOUNT of ATTACHMENT A: Proposal/Acceptance Form, without adjustments or from unsolicited bid qualifiers – no exceptions.

In submitting this Bid, Bidder represents that Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged.

<u>Addendum No.</u>	<u>Addendum Date</u>
_____	_____
_____	_____
_____	_____

Respectively submitted this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
(Contractor's Name)

Federal ID#: \_\_\_\_\_

By: \_\_\_\_\_

Witness: \_\_\_\_\_

Title: \_\_\_\_\_  
(Owner, partner, corp. Pres. Or Vice President)

\_\_\_\_\_  
(Proprietorship or Partnership)

Address: \_\_\_\_\_

Attest: (corporation)

Email Address: \_\_\_\_\_

(Corporate Seal)

By: \_\_\_\_\_ License #: \_\_\_\_\_

Title: \_\_\_\_\_  
(Corporation, Secretary/Ass't Secretary.)