



# CITY OF SUFFOLK

## Purchasing Division

P.O. Box 1858, Suffolk, VA 23439-1858; T (757) 514-7520; Fax (757) 514-7524

March 24, 2014

## ADDENDUM #2

### Lake Meade Trail

Contract No. 2014-00056-CN

The following questions/issues were discussed at the Pre-Bid Conference held Thursday, March 20, for the construction of Lake Meade Trail, IFB Number 2014-00056-CN. The IFB is hereby amended/clarified as follows:

1. The six (6) directional signs shown on the drawings will be provided by others. They are not to be included in the bid price.
2. The trail has been staked in the field to avoid the Resource Protection Buffer, large trees, and steep topography; therefore, the actual layout is slightly different from that shown on the plans/drawings. Attached is a cut sheet depicting the desired alignment of the trail. Contractor shall construct the trail as staked. The length (footage) of the trail(s) will not change from the original specifications.
3. Bid specifications call for a fifty-foot (50') minimum radius when constructing the trail. The City will work with the contractor to obtain the specified radius; however, exceptions may be necessary where site constraints such as specimen trees, environmental buffers, and topography make realignment impractical.

City staff will be available during construction of the project to approve any minor adjustments requested by the Contractor.

4. Trees and shrubs may be hauled away and disposed of at the Contractor's expense; OR the Contractor may use a chipper and disburse the chips throughout the site. Large dead trees with trunks over twelve inches (12") in diameter may be pushed off the side of the trail and left to decay naturally.
5. Excavated materials must be removed from the site and disposed of appropriately by the Contractor.
6. Three access points will be provided to give the Contractor access to the trail:
  - Access No. 1: Adjacent to the parking lot in front of the tennis courts
  - Access No. 2: Through the Cemetery near the Connector Trail
  - Access No. 3: Through the Cemetery adjacent to the North Trail

7. Contractor must coordinate work with the City's Project Manager to avoid work through or near the cemetery during funerals.
8. Contractor must work with the City's Project Manager to coordinate stock piles near the Water Tower while it is being painted.
9. The Contractor will be required to obtain an E&S permit and a Land Disturbance Permit from the City of Suffolk.
10. The City of Suffolk will be responsible for obtaining a state General Construction VSMP/VPDES Permit from DEQ for sites over 2,500 square feet located in CBPA or 1 acre outside of the CBPA that produce stormwater discharges due to construction activities. The permit will be provided to the successful bidder.
11. The City will work with the Contractor to realign the trail or pay for extra material for any section of the trail that cannot reasonably meet the 5% grade maximum.
12. The Invitation for Bid (IFB) did not address undercutting issues, which may be required during project construction. Undercutting will be handled as follows:

Price submitted on the BID FORM shall include "regular excavation" based on quantities provided in the bid specifications/plans.

The Contractor shall submit a separate price per Cubic Yard for any additional excavation/undercutting that may be required for completion of this project. This additional unit pricing has been added to the attached "BID FORM NO. 3" and is titled "Extra Excavation – Undercut – measured in place".

All areas of "regular excavation" and/or "extra excavation-Undercut" that have been excavated and prepared for placement of any bidding material, shall be inspected and approved by the City's Engineer, or his designee, prior to the placement of any bedding material or trail material.

**The attached "BID FORM NO. 3" SHALL be submitted in lieu of the original "BID FORM" and the "REVISED BID FORM" (from Addendum No. 1).**

Receipt of Addendums No. 1 and No. 2 will be acknowledged where indicated on the BID FORM NO. 3.

If you have any questions regarding Addendum Number 2, please contact the Senior Buyer, Cindy Norfleet, at (757) 514-7522 or via e-mail at [cnorfleet@suffolkva.us](mailto:cnorfleet@suffolkva.us).

Bid opening will remain at 3:00 p.m. April 3, 2014.

# BID FORM NO. 3

**TO:** Purchasing Division  
441 Market Street, Room 105  
Suffolk, VA 23434-5237

**BID:** Lake Meade Trail  
IFB #2014-00056-CN  
**DUE:** April 3, 2014  
**TIME:** 3:00 p.m., Local

\_\_\_\_\_ (Company) quotes firm lump sum price below, to furnish all labor, materials, equipment, transportation, licenses, permits, and fees required to provide construction services for the South Trail portion (Base Bid) of Lake Meade Park to the limits shown on the drawings in accordance with all specifications, terms, conditions, and drawings herein.

Provide a separate lump sum price, to include all labor, materials, equipment, transportation, licenses, permits, and fees required for construction of the North Trail (Add Alternate 1), as well as construction of the Connector Trail (Add Alternate 2) of the Lake Meade Park to the limits shown on the drawings and in accordance with all specifications, terms, and conditions herein.

Determination of low bidder shall be based on the TOTAL BASE BID. Should total costs exceed that budgeted for the projects, the City reserves the right to negotiate price with the lowest responsive and responsible bidder. If sufficient funds are available, the City may choose to include Add Alternate No. 1 and/or Add Alternate No. 2.

**Base Bid:**

1 Lump Sum Construct South Trail of Lake Meade Park \$\_\_\_\_\_

**Add Alternate No. 1:**

1 Lump Sum Construct North Trail of Lake Meade Park \$\_\_\_\_\_

**Add Alternate No. 2:**

1 Lump Sum Construct Connector Trail of Lake Meade Park \$\_\_\_\_\_

Additional excavation/undercutting required shall be furnished on an as needed basis, if needed, at the following price per Cubic Yard: Price shall include labor and materials.

**Extra Excavation – Undercut @ \$\_\_\_\_\_per Cubic Foot – measured in place**

Additional excavation/undercutting requested must be approved by the City

**REFERENCES**

Indicate below a listing of at least three (3) recent references for which you have provided similar services. Include the date that services were furnished and the name, address, and phone number of the person we have your permission to contact.

	<u>Client/Address</u>	<u>Date</u>	<u>Contact Person</u>	<u>Phone No.</u>
1)	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
2)	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
3)	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

**Company Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City / State / Zip:** \_\_\_\_\_  
**Person Quoting:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**Telephone:** \_\_\_\_\_ **FAX No.:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_ **Mobile #:** \_\_\_\_\_  
**Social Security No./FIN No.:** \_\_\_\_\_

Provide SWAM Registration No. or DBE Registration No. (if applicable): \_\_\_\_\_

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same equipment/materials/ service and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences and civil damage awards. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.

Bidder agrees to begin the Work within ten (10) days of Notice to Proceed, and that Final Completion shall be on or before one hundred and twenty (120) consecutive calendar days after the Notice to Proceed date.

Bidder has examined copies of all the Bid Documents including the following Addenda:

<u>Date</u>	<u>Number</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

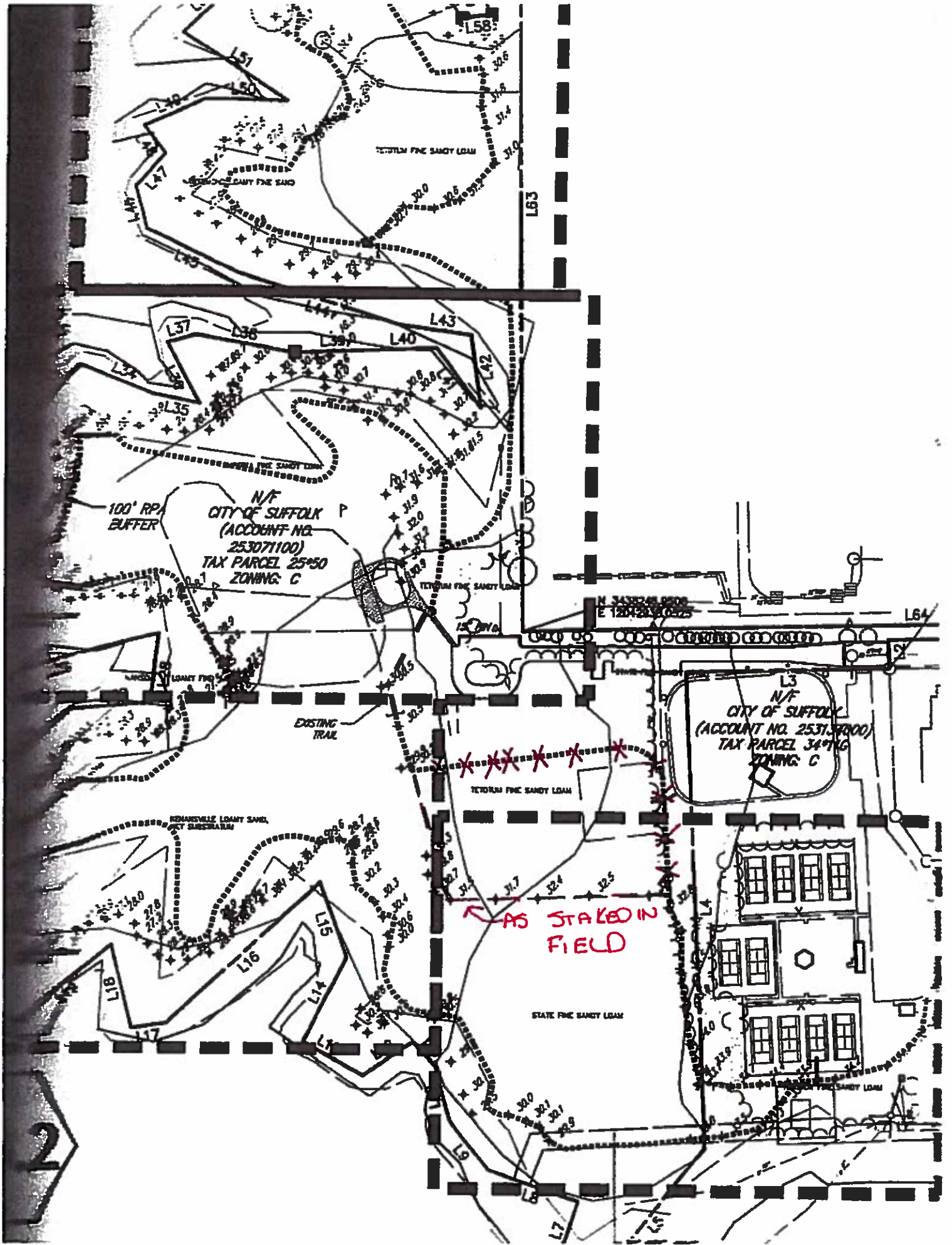
I certify by my signature below that I have received the documents associated with this bid and understand that the review for completeness of these bid documents and the understanding and comprehension of the bid specifications is solely my responsibility; based on this, by my signature below I waive all rights to further claims against the City of Suffolk that the document were incomplete or not understandable.

I certify that the bidder represented herein is eligible to bid with respect to all applicable sections of State and Local Government Conflict of Interest Act, Code of Virginia, Section 2.1-639.1 et. seq.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

(Person signing bid should show title or authority to bind the firm in a contract.)



100' RPA  
BUFFER

N/F  
CITY OF SUFFOLK  
(ACCOUNT NO.  
253071100)  
TAX PARCEL 25450  
ZONING: C

L3  
N/F  
CITY OF SUFFOLK  
(ACCOUNT NO. 253137000)  
TAX PARCEL 34916  
ZONING: C

AS STAKED IN  
FIELD

2