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ADDENDA

ADDENDUM NO. 01

DATE: **December 6, 2022**

PROJECT: **WATER METER VAULT REPLACEMENTS**

OWASA CIP NUMBER: **275-20**

OWNER: **ORANGE WATER AND SEWER AUTHORITY**

ENGINEER: **McKim & Creed, Inc.**



TO: **Prospective Bidders**

This Addendum forms a part of the Contract Documents and modifies the Bidding Documents dated October 2022 (Drawings) and November 2022 (Project Manual), with amendments and additions noted herein.

Acknowledge receipt of this Addendum in the space provided in Document 00 41 44, under item 3.01 A. Failure to do so may disqualify the Bidder.

This Addendum consists of 9 pages.

CLARIFICATIONS:

1. The Pre-Bid Meeting Minutes (dated November 16, 2022) and Pre-Bid Meeting Sign-In Sheet are attached made part of the Contract Documents.

2. OWASA's Destructive Weather Checklist and Supplemental Site Safety and Prevention of COVID Requirements are attached and made part of the Contract Documents.

CHANGES TO THE SPECIFICATIONS:

1. Document 01 10 26 – Unit and Lump Sum Prices

   A. On Page 8, Part 3, Item 3.1, B, 5, b), 1), replace the last sentence "The meter and strainer will be provided by OWASA and installed by the Contractor" with "The meter will be provided by OWASA and installed by the Contractor."

-END OF DOCUMENT-

ORANGE WATER AND SEWER AUTHORITY
WATER METER VAULT REPLACEMENTS
OWASA CIP NO. 275-20 / M&C PROJECT NO. 01519-0059
November 16, 2022, at 3:00PM

PRE-BID CONFERENCE MINUTES

Safety:

While bids are being prepared, it must be noted that safety is OWASA's number one priority for all construction projects. Site safety for the general public, construction workers, OWASA staff, and other representatives of various authorities having jurisdiction, is critical to the success of this project. The Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work. The Contractor shall comply with all applicable Laws and Regulations relating to the safety of persons and property, and to the protection of persons and property from damage, injury, or loss; and shall erect and maintain all necessary safeguards for such safety and protection.

OWASA's Destructive Weather Checklist and Supplemental Site Safety and Prevention of COVID Requirements are attached as supplemental information for bidders. This information will be included with the minutes of the pre-bid conference in Addendum No. 1.

Project Bid:

Sealed bids will be received by the Owner, Orange Water and Sewer Authority, in the Administrative Offices, 400 Jones Ferry Rd, Carrboro, NC 27510, until 2:00 PM local time, on **Tuesday, December 13, 2022**, for the construction of the Water Meter Vault Replacements project, CIP No. 275-20.

If Bids will be hand delivered, Bids should be checked in at the front desk so they can be time/date stamped. Bids must be time/date stamped by 2:00 PM on Tuesday, December 13, 2022. Bidders are reminded that if they are delivering bids via FedEx/UPS or USPS, bids should arrive before the stated time above of bid opening and be sent by registered mail in a separate mailing/delivery envelope plainly marked on the outside with the notation "BID ENCLOSED", and addressed to:

Darren Berger
Engineering Associate
Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, North Carolina 27510

The Bid opening will occur at the Orange Water and Sewer Authority Administrative Office building.

Bid Structure:

The project is a Unit Price Bid based on the items and quantities listed in the Bid Form.

Project Description:

The Project consists of furnishing all materials, labor, equipment, tools, etc. unless otherwise specified, for the complete and operable installation of:

The demolition and replacement of two separate water meter vaults and connecting water service piping between the vault and water main in locations servicing multi-family residential units in the Town of Carrboro at University Lake Apartments and Royal Park Apartments.

The major work items included in the Base Bid, as described in the Specifications and as shown on the Drawings, are as follows:

- Royal Park Apartments - replacement of existing concrete vault, 6-inch water meter and appurtenances, and upstream and downstream connection piping.

- University Lake Apartments - replacement of existing concrete vault, 4-inch water meter and appurtenances, and upstream and downstream connection piping.

Examination of Contract Documents and Site:

Bidder shall provide written notice to Engineer of all conflicts, errors, or discrepancies in the Contract Documents.

Construction Contract Periods and Schedules:

The Work shall be Substantially Complete within **150 CONSECUTIVE CALENDAR DAYS** from the date of Notice to Proceed and the Final Completion **180 CONSECUTIVE CALENDAR DAYS** from the date of Notice to Proceed.

Liquidated Damages:

Completion Milestone	Liquidated Damages (per day)
Substantial Completion	$1,000
Final Completion	$1,000

Bid Package Requirements:

If Bid is sent by registered mail, air/ground special delivery, or express delivery, the sealed Proposal, marked as indicated above, shall be enclosed in an additional sealed envelope similarly marked and addressed as follows:

BID ENCLOSED
Darren Berger
Engineering Associate
Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, North Carolina 27510

Mark envelope with the Project title and Contract number in the lower left-hand corner. We recommend proposals that are mailed be received 24 hours before the bid due date to avoid any conflict. **If the Bidder chooses delivery of the Bid by means other than in person, neither Orange Water and Sewer Authority nor the Engineer assumes responsibility for delivery to the Bid opening.**

As outlined in Section 00 41 44. The PROPOSAL SHALL BE COMPLETELY FILLED OUT AND SUBMITTED WITH THE BID. Failure to submit all the forms below with the Proposal may be just cause for rejection of the Proposal by the Owner.

- Unit Price Bid Form
- Certified List of Equipment/Material Manufacturers and Subcontractors/Suppliers
- Certification Affidavit
- Bid Certification
- Appropriate Bid Form Signature Page
- Bid Security or Bid Bond and Power of Attorney
- Proposal Signature Page
- Contractor's Affidavit of Organization and Authority
- Non-Collusion Affidavit of Bidder
- Equal Employment Opportunity Certification
- Acknowledgment for Equal Employment Opportunity Certification

- Bidder's North Carolina General Contractor's License
- M/WBE Forms, including Identification of Minority Business Participation and Affidavit A or B

Method of Payment:

Bidder should refer to the Section 01 10 26 – Unit and Lump Sum Prices for a description of work to be included in each payment item and how that item is to be paid.

Engineer's Opinion of Probable Construction Cost:

The Engineer's Opinion of Probable Construction Cost is approximately $500,000.00.

Permits and Encroachments:

No permits have been obtained by the Owner. Any building / construction permits required by local authorities having jurisdiction are to be acquired by the Contractor.

Miscellaneous Items:

- For electronic copies of the bidding documents, bidders are to contact Karen Mattingly of McKim & Creed at KMattingly@mckimcreed.com. If copies of bidding documents are obtained elsewhere, please contact Karen via email if you would like to be direct copied on distribution of Addenda, information notices or other project related information.
- OWASA anticipates award of Contract in January 2023
- OWASA anticipates Notice to Proceed in February or March 2023 (no more than 60 days after bid opening or no more than 30 days after execution of the Owner-Contractor Agreement, whichever is earlier)
- After receiving Notice of Award, Contractor is encouraged to begin the shop drawing and material submittal process as soon as possible due to the project's construction schedule and estimated lead times on materials.
- The Contractor is expected to maintain a clean construction site daily.
- The Contractor is expected to schedule and coordinate no more than one shutdown and service interruption with OWASA during construction at each site.
- Contractor shall perform hydrostatic testing, flushing, chlorination, and sampling of all newly installed water pipe at both sites. All testing must be successfully completed and passing samples received prior to placing new pipe into active service.
- All existing water meters shall be removed and returned to OWASA. New water meters will be provided by OWASA for installation by the Contractor.
- The Contractor shall coordinate with Royal Park Apartments property maintenance to relocate existing irrigation line and irrigation valve in existing meter box during prior to construction.

- The Contractor shall coordinate with University Lake Apartments and property maintenance to protect or remove and replace existing irrigation system during prior to construction.
- Access/egress for residents, public services and emergency vehicles shall be maintained at all times.
- Questions related to the bidding documents are to be submitted in writing to Nisha Thuruthy of McKim & Creed at NThuruthy@mckimcreed.com. Questions must be received no later than 2:00PM on Thursday, December 8, 2022, for the Engineer to review and respond prior to the bid opening date. Addenda will be posted at least 24 hours before Bids are opened.

Comments and Bidder Questions:

- The project sites are located in the Town of Carrboro; therefore, street-cut permits and lane closure permits are not anticipated to be required. Most work will be performed within existing easement areas.
- OWASA anticipates that the Town of Carrboro will not allow the Contractor to store spoils in the roadway. Contractor is encouraged to utilize existing easement areas outside of paved areas for material storage.
- OWASA reiterated that the Contractor is required to provide both a 2-week and 48-hour notice to OWASA prior to any water service shutdown to place new pipe into active service.
- OWASA indicated General Services Corporation (GSC) manages the property of both Royal Park Apartments and University Lake Apartments. GSC office is located in Royal Park Apartments area.
- OWASA noted that prospective bidders can visit the site(s) any time during the bid phase at their own discretion.
- New water meters will be provided by OWASA for installation by the Contractor. Existing water meters are to be removed and returned to OWASA.
- Addendum No.1 is scheduled to be issued at least 7 calendar days prior to Bid Opening and will include the minutes of the pre-bid meeting, pre-bid meeting sign-in sheet, and clarification of strainers not being provided by OWASA, in addition to OWASA's Destructive Weather Checklist and Supplemental Site Safety and Prevention of COVID Requirements documents.

CIP Manager will review this spreadsheet for completeness on the 1st of the month from June through December, and at each of the various planning modes when Destructive Weather protocol has been implemented.

DESTRUCTIVE WEATHER CHECKLIST FOR CIP

Pre-Planning (OWASA PM)	Review this checklist with construction team at pre-construction meeting
	Review this checklist with construction team at start of hurricane season
	Inspect the site monthly during hurricane season to identify trash, debris, and any construction equipment or materials that are no longer needed and should be removed by the contractor
	Confirm emergency contact info above and on next spreadsheet tab at start of hurricane season
72-hour Planning Mode (OWASA PM)	Inform construction team (typically: engineering project manager, construction observer, prime contractor project manager and superintendent) that destructive weather is expected within 72 hours
	Review this checklist with construction team
	Visit site and document pre-event site conditions
	Convey to contractor the expectations for actions to be taken for 48-hour Planning Mode
	If sewer bypass is expected to continue through potential destructive weather, ensure that bypass information is entered into GIS, maps are prepared and distributed per protocol, and arrange for onsite meeting with D&C Manager and/or Assistant Manager.
	Confirm emergency contact info above and on next spreadsheet tab
	Verify once contractor has completed all 72-hour Planning Mode actions
72-hour Planning Mode (Contractor)	Continue with normal construction operations but with added diligence to regular daily housekeeping, such as consolidation of rubbish and construction materials.
	Communicate to personnel / subcontractors that destructive weather is expected within 72 hrs.
	Ensure that 48-hr Planning Mode actions can be quickly met should timing of event accelerate
	Ensure trailers are properly anchored (including conex boxes).
48-hour Planning Mode (OWASA PM)	Monitor weather forecasts to assess the possibility/timing that 24-hour planning mode will be set
	Visit job site to determine what actions need to be taken if 24-hour planning mode is set.
	Notify contractor that immediate action may be required should the 24-hour planning mode be set
	If 24-hour planning mode may be enacted on a weekend/holiday, confirm that the contractor will be required to respond during daylight hours (whether Saturday or Sunday) to immediately meet all requirements for that condition.
	Verify once contractor has completed all 48-hour Planning Mode actions
48-hour Planning Mode (Contractor)	Normal construction operations may continue, but active preparation of job sites must begin.
	Communicate to personnel / subcontractors that destructive weather is expected within 48 hrs.
	Confirm to OWASA PM that the 24-hour actions can be quickly met, if required (i.e., should timing accelerate), including if 24-hour planning mode falls on weekend/holiday.

CIP Manager will review this spreadsheet for completeness on the 1st of the month from June through December, and at each of the various planning modes when Destructive Weather protocol has been implemented.

24-hour Planning Mode (OWASA PM)	Instruct contractor to report to job site at first daylight to take the actions below
	Inspect active job sites at 1st daylight to ensure that requirements for this condition have been met.
	Email CIP Manager to confirm that 24-hr planning mode requirements have been met.
24-hour Planning Mode (Contractor)	Interrupt construction operations and shift priority to preparing the site for destructive weather.
	Communicate to personnel and subcontractors that destructive weather is expected within 24 hours and these specific action items are required.
	Conduct all actions with idea that the job site may have to be evacuated within hours.
	Remove all missile hazards from the site.
	Securely close all building openings.
	Disconnect all temporary power.
	Remove or secure all equipment
	Remove or firmly secure (by banding, cables, or rope) all bulk materials.
	Firmly secure all scaffolding. Remove all planking.
	Contractor shall not secure the job site for the day until the above requirements have been met.

12-hour Planning Mode	All outside work on OWASA job sites will have been secured. Construction team will closely monitor local media to stay abreast of weather developments.

Destructive weather has passed (OWASA PM)	Coordinate with contractors/consultants to visit each active job site for damage assessment
	Document damage with photographs
	Email CIP Manager with damage assessment summary and site-specific recovery plans.

Orange Water and Sewer Authority
OWASA is Carrboro-Chapel Hill's not-for-profit public service agency
delivering high quality water, wastewater, and reclaimed water services.

Supplemental Site Safety and Prevention of COVID Requirements

The term 'contractor' below includes all contractors, technicians, consultants, vendors and other hired visitors (as distinguished from OWASA staff or members of the public) working at OWASA facilities.

It is the responsibility of a contractor to communicate safety requirements to their subcontractors.

Part 1: Minimum requirements for OWASA facilities and work sites:

- **Stay away if sick:** contractors must stay away from OWASA staff and facilities if exhibiting COVID symptoms or have received a positive COVID test result within 10 days prior.
- **Do not enter buildings:** contractors must not enter an OWASA building, unless authorized by the appropriate OWASA Department manager.
- **Face coverings:** Contractors use of masks are currently optional, per OWASA guidelines; however, this is subject to change at anytime dependent upon the Federal, State, and local government requirements.
- **Social distancing:** Contractors application of social distance is currently optional, per OWASA guidelines; however, this is subject to change at anytime dependent upon the Federal, State, and local government requirements.
- **Communication:** must be in regular communication with designated OWASA staff as to locations and activities of work. Contractors must have a means of daily tracking job-related personnel should there be a need for contact tracing.
- **Duty to Report:** Upon learning of an infection, the contractor must immediately notify the appropriate OWASA Department manager, while maintaining confidentiality of the infected worker.
- Contractors for longer term projects (generally longer than three weeks) must submit a health and safety plan to address job-specific hazards, including measures to prevent spread of COVID. The plan must be reviewed by the OWASA staff member responsible for the hiring and the appropriate Department manager for compliance with the applicable requirements of OWASA's safety programs, including these COVID safety measures.

All OWASA staff have the authority and responsibility to call a "Safety Timeout" and report violations of safety protocols by contractors to their supervisor.

OWASA reserves the right to stop a project if safety precautions are not being followed. Depending on the situation, negligence in following these safety protocols could result in termination of the contract.

Thank you for your attention to these guidelines as we all work to protect each other and the public while maintaining critical services.