

To: All Interested Bidders and Plan Holders

From: JP Harrell, Construction Project Manager I

RE: 2025 Stormwater Repair Project, ENG-2025-002
Addendum #1

Date: March 26, 2025

The following items clarify, add to, delete from and/or otherwise change and supersede information previously issued to you in the Bid Documents for the above-referenced project. As such, said items shall be considered part of the contract and receipt of this addendum shall be acknowledged appropriately in the bid package. Please review the following items carefully and adjust your proposal accordingly.

- **Pre-Bid Minutes/Clarifications/Follow-up:**

1. Pre-bid minutes and any requests for information at the Pre-Bid Meeting have been included below in Attachment 1. **03/26/2025** was the cut-off date for submitted questions after the Pre-Bid Meeting.
2. New requirements under Instructions To Bidders-3.1.8 which states: "Subcontractors/Consultants must register as a vendor with the City of Greenville. The Subcontractor/Consultants registration, as a vendor with the City of Greenville, is the responsibility of the prime contractor/consultant, and requires the prospective new vendor to submit a W-9, and complete the registration through the City's vendor portal at the following web address: <https://selfservice.greenvillenc.gov/vss/Vendors/default.aspx>. All Subcontractors/Consultants must complete this registration prior to contract award."

- **Request for Additional Information:**

1. Questions From Bidders:
 - a. None

Any questions regarding this Addendum should be directed to JP Harrell at 252-329-4887 or email at jharrell@greenvillenc.gov.

ec: Lisa Kirby, PE, Director of Engineering
Lynn Raynor, PE, Civil Engineer III

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Attachment 1

To: Pre-Bid Conference Attendees and Plan Holders

From: J.P. Harrell
City of Greenville Engineering Department

Subject: 2025 Stormwater Repair Project, Pre-bid Minutes

Date: March 18, 2025

On Tuesday, March 18, 2025, at 10:00 a.m., a Pre-bid conference for the referenced project was held in the main conference room at 1500 Beatty Street Greenville NC, 27834. Those in attendance were as follows:

JP Harrell – COG
Greyson Davis – NuPipe
John Switzer – Trader Construction

MEETING ITEMS:

1. Welcome
 - a. Attendance Sheet
 - b. **Pre-bid conference not mandatory**
 - c. Introductions
2. Legal Requirements
 - a. A Bid Bond for 5% of the total base bid will be required and submitted with the bid package.
 - b. MWBE Requirements/submit **with Bids**
 - c. Non-collusion Affidavit/submit **with Bids**
 - d. Payment/Performance Bonds and Certificate of Insurance will be required by the successful bidder before the contract can be executed.
3. Project Data
 - a. Description – All work under this contract will be issued to the Contractor as task orders and will identify a specific scope of work for each individual site location. The contract work may include, but is not limited to, cured in place lining, repair and/or replacement of the following: storm drain lines, manholes, catch basins, storm water outfalls and any other related storm water structures. The contract will also include CCTV pre & post inspection of pipe networks on streets. The Contractor will install improvements on City of Greenville ROW and follow City of Greenville standard procedures provided herein. Work may involve minor improvements to storm pipe. The Contractor shall be compensated based on line items and the unit prices included in the Contract Documents. The City does not guarantee either a minimum volume of work or a specific volume of work under this Contract. The contract will include a base bid along with 4 bid alternates. Alternates may or may not be awarded.
 - b. Contract Award - Lowest responsive responsible bidder. Lowest bidder will be required to provide references, financial records and a list of all projects under construction/under

commitment at the time of NTP (Assume 60 days from the Bid Date). The City will check prior to moving forward with award. The lowest responsible bid will be based on the base bid total.

- c. Bid Form – per Instructions to Bidders, paragraph 4.c, all Line Items with the same description in either the Base Bid or any Alternates must use the same unit price in all instances.

- **Response: Mobilization will be an exception to this requirement.**

- d. Contract Completion Time is as follows from the Notice to Proceed Date:

- **Base Bid – 247 Calendar Days**
 - Potential Additional Contract Completion Time (if awarded)
 1. Alternate 1 – **28 Calendar Days**
 2. Alternate 2 – **8 Calendar Days**
 3. Alternate 3 – **4 Calendar Days**
 4. Alternate 4 – **4 Calendar Days**

- e. Liquidated Damages beyond contract completion date - **\$1,000/day**. * (Specific intermediate contract times will be assigned per each individual task order)

- f. Contractor is responsible for any necessary surveying.

- g. Contractor is responsible for all utility locates prior to excavating.

- h. Working Hours: All work must be accomplished between the hours of 8am-5pm Monday through Friday. Bidders should bid the project for all work to be completed during these times due to the proximity to residences.

- Must get Engineers approval for any time outside of normal working hours & days.
 - Engineer will have the ability to change working hours.

- i. Traffic Control - reasonable access to residences and businesses must be maintained. Contractor will be required to provide traffic control plan/construction phasing for each Task Order

- j. CEI will be utilized for this project.

- k. PSP – 1: Line Items for Greater Than or Less Than 40' Pipe.

- Applicability of line items for Greater than or Less than 40' of pipe shall be determined specific to each task order location; it is not specific to an individual run of installed pipe. The total quantity of a particular pipe size for the entire task order shall be considered. For example, if a Task Order includes a total of 70 LF of 15" RCP Class III pipe. The pipe will be installed in two different areas, 35 LF at one crossline and 35' at another crossline. In this example, payment for installation of this 15" RCP will be paid under the line item for 15" RCP Greater than 40 LF since the quantity for the location of this specific task order is greater than 40 LF.

- l. If during the contract there is an item that is not on the original bid form, the Contractor will provide a written estimate for that item or items necessary to complete a Task Order and a change order will be negotiated.
- m. NTP of each task order will be when the contractor elects to begin work of the task order.
- n. Task Orders will be issued up to 4 at a time for execution. This will ensure procurement of materials and help mitigate any potential for delays.
- o. E-Verify Signature
- p. An addendum will be sent out with pre-bid minutes and any requests for information received.
 - Last date to submit questions to ensure an answer is noon Wednesday, March 26th, 2025. Questions after this date are not guaranteed an answer. Addendum will be sent out by April 2nd, 2025.
- q. **Bid Date – Tuesday, April 8th, 2025, at 10:00 AM, 1500 Beatty Street, Greenville, NC 27834**

4. Contact:

- a. JP Harrell, Construction Project Manager I, 252-329-4887, jharrell@greenvillenc.gov
- b. Wanda House, Financial Services Manager, 252-329-4862, whouse@greenvillenc.gov

5. Questions.

Location: 1500 Beatty Street @ 10:00am

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