

Addenda

Addenda Number: 1

Culpeper County IFB No.: BG-17-0804

DATE: 12/15/2016

Below are the Mandatory Pre-Bid Meeting notes held on December 14, 2016 for the Culpeper County, Parking Expansion & Site Work project.

A. Introductions –

Alan Culpeper – Procurement Bid Requirements and Sign-in
Paul Howard – County Director of Environmental Services
Culpeper County Site Contact – 540-727-3409 (for site access)
Dex Sanders – Architect

1. Alan Culpeper reviewed the Bid dates, locations & managed the Mandatory Meeting Sign-in. All questions must be addressed to Alan Culpeper in writing by 2:00pm, January 5, 2017.
2. Alan noted that in the event that County offices are closed due to weather, bids will be received the next business day the County is open.
3. Pre-bid attendance list and all addenda will be posted on the County Website – Purchasing Page.
4. Dex provided an overall project review identifying scope of work & priorities of public safety & protecting the existing building to remain.
5. Building / Demo Permit applications will be filed and paid for by the Contractor. The County will furnish a letter stating that power is disconnected.
6. Contractors should carefully review the entire contract before submitting bids and submit any contract exceptions prior to bidding. Once bids are received, no changes can be made to the Contract terms.
7. ACM report is expected to be available after December 19th.
8. Work hours for Contractor: Follow Town of Culpeper rules.
9. Paul noted that the public parking lot may be closed and used for staging during construction but should be re-opened as soon as possible.
10. Paul clarified that County disposal fees will apply to this project.

11. Drawing Review:

- Base Bid - See drawings for scope. A site review was held to familiarize contractors with the specific project areas.
- Add Alternate#1 was reviewed. Any questions regarding scope of work included in either the base bid or Add Alternates should be addressed prior to bids.
- Furniture & on-site dumpster will be removed by the County prior to Demolition.
- Work by Others – provide advance notice to County when work by Others needs to be done & coordinate work in the overall project schedule.

12. Project Manual Review:

- Dates – Bids due January 12, 2:00pm. Start work following Notice to Proceed after March 7, 2017.
- Substitution Requests – as soon as possible but should be approved before bid award. Requests should be made prior to the questions due date. Bidders are especially cautioned to either provide the specified pole light or obtain Town approval if an alternate is proposed. The Town must approve any pole light alternate.
- Alternates on Bid Form – Bidders are encouraged to submit alternate proposals with their base bid.
- Qualifications – General and sub-contractors – should be experienced with this type of project
- Bid Modification – bids are valid for 90 days.

- Bid Bond & Performance Bond – One Bid Bond will be required that covers total contract amount. Performance bond will be required for Contract amount.
- Contract Time – 90 days
- Liquidated damages – The liquidated damages amount for the Contract will be two hundred (\$200) per day.

13. Site Review:

- A. Security –public must be protected from construction hazards and fencing & barriers are necessary.
- B. Use of Facilities – limit to areas under construction. Maintain the Public Alley open to traffic during construction.
- C. Trash removal – keep site clean. Contractor must provide dumpsters.
- D. Utilities– All site utilities are turned off. Paul Howard will arrange water service to the site to use during construction. Protect neighboring utility services.
- E. Progress cleaning: Leave all public areas clean each day.
- F. Bidders are encouraged to document the condition of the Existing Parking lot prior to demolition / mobilization unless Add Alternate #1 is selected.
- G. Protect the existing gas service line serving 122 West Cameron Street.
- H. The one lane alley behind the 130 W Cameron Street is a public street and shall remain open at all times.
- I. The Contractor shall obtain permits or permission from the Town of Culpeper to close the Cameron Street sidewalk, block any parking spaces, or interrupt traffic on Cameron or West streets.
- J. Contractor shall control pedestrian access and traffic control in accordance with Town of Culpeper requirements.
- K. Contractor shall cap and mark water and sewer utilities.

Document Modifications:

- 14. Document Clarification: Sheet A-1 shows a section of concrete sidewalk to be replaced. Civil Site sheet 3 of 4 shows all sidewalk to remain. Sheet A-1 shall take precedence.
- 15. Document Change: Civil sheet 2 of 4 shows the existing tree to remain and be protected. REMOVE EXISTING TREE AS PART OF THE BASE BID WORK.

DUMPSTER PAD ENCLOSURE (Add Alternate #1)

Remove existing wood fence and provide a privacy screened chain link fence enclosure around the existing 10' x 10' concrete dumpster pad. The fence shall be 6' in height and of similar construction to the proposed fence along the retaining wall. (See detail on sheet 4.) Enclosure fence shall have 3" posts. The fence shall be 12' x 12' with posts placed approximately 12" outside of concrete slab. A latched double swing gate with hold open bars shall be provided at front of enclosure.

Note: A signed acknowledgement of this addenda must be received by the Procurement Department of Culpeper County either prior to the proposal/bid due date and hours, or attached to your proposal/bid. Signature on this addenda does not substitute for your signature on the original RFP/IFB document. The original RFP/IFB document must be signed.

Alan H. Culpeper

Alan H. Culpeper, CPPO, VCO
Director of Procurement

ACKNOWLEDGEMENT:

Signature

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