

**Addendum No. 1  
to  
Contract Documents**

**SOUTHERN REGIONAL WASTEWATER TREATMENT PLANT –  
Vacuum Truck Sump Upgrade**

City of Hollywood  
Department of Public Utilities  
Engineering Support Services Division

City Project No. 09-9074

October 1, 2009

To all Bidders:

Bidders for the above-referenced project shall take note of the following changes, additions, deletions, clarifications etc. to the Bid Package, Plans and Specifications which in accordance with the Contract Documents shall become a part of and have precedence over anything shown or described otherwise.

Bidders must acknowledge receipt of Addendum on Page 00300-1 of the Proposal of the Bidding Package.

  
Feng Jiang, P.E.  
Project Manager

## **GENERAL**

### **A. Meeting Minutes for the Pre-Bid Conference**

The meeting minutes for the Pre-Bid Conference dated September 22, 2009 is enclosed.

## **BID PACKAGE**

### **A. BID PACKAGE CONTENTS AND REQUIREMENTS**

1. Please submit one complete package and two (2) copies of the Bid Packages, instead of "complete package and one copy" originally required.

**Vacuum Truck Sump Upgrade  
Project No. 09-9074  
Pre-Bid Conference  
Meeting Minutes**

**September 22, 2009**

**ATTENDANCE:** See Attached Sign-in Sheet

**1. Introduction**

The meeting starts at 10:45 AM since the meeting place was changed from WTP to WWTP.

The City of Hollywood is the owner and operator of the facilities. Engineering Support Services Division designed the project and will provide field administration during construction. All attendees signed the attached sign-in sheet and introduced themselves during the meeting.

**2. Scope of Project**

Work consists of site, civil, mechanical, structural and electrical work associated with the installation of the new vacuum truck sump at the Southern Regional Wastewater Treatment Plant located at 1621 N. 14<sup>th</sup> Avenue, Hollywood, Florida, 33020.

**3. Bidding Document Description**

- *Bidding Contract Document Package* consists of:

- Bidding Package
- Specifications
- Drawings

Bidders are required to confirm that they have a complete Contract Document package.

- *Bidding Package* includes:

- Proposal
- Proposal Bid Form (Total Base Bid is Basis of Award; Alternate Bid Items will be incorporated during contract award)
- Approved Bid Bond (10%)
- Information Required From Bidders and a List of Subcontractors
- Local MBE / SBE Forms
- Trench Safety Form

**4. General Comments**

- All responses related to technical questions, minutes for the pre-bid conference, etc. will be included in an addendum.
- Technical questions shall be submitted in writing to ESSD before September 25, 2009.
- The Bid Opening is planned for October 5, 2009. Bids must be received at the City Clerk's office by 2:00 PM and will be opened publicly at the SRWWTP at 2:30 PM.
- *Construction Cost Estimate:* The construction cost estimate of the base bid items is \$226,000.

**5. Key Concerns**

- **Local MBE/SBE Requirements:** It was clarified that no specific Local MBE/SBE percentage was defined for this project. However, the effort to get Local MBE/SBE involved shall be demonstrated and all bids will be reviewed for compliance with the Program by Department of Business & Economic Development. Local qualified MBE/SBE directory could be found via the link of <http://www.hollywoodfl.org/minority-small-business-enterprise/MBvendors.aspx?Print=true&Minority=All%20Codes>
- **Coordination with Other Contracts / Staging / Site Space:** Contractor shall coordinate with other projects expected to coincide in the same construction area including:
  - McKinley Street Interceptor
- **Project Working Hours:** Standard working hours shall be 8 hours/day, Monday through Friday, between 7:00 AM and 6:00 PM. Working outside standard hours requires advance written approval from ESSD.
- **Permitting:** The City is obtaining permits from Broward County Environmental Protection and Growth Management Department, and pre-applying for City of Hollywood Building Department permits. The Contractor shall pay the permit fee for the City Building Department permits, under a Proposal Bid Line Item Allowance. The Contractor shall obtain and pay for all remaining required permits.

**6. Completion Time**

The Bid Documents require substantial completion (defined in the Supplementary General Conditions) as:

Major Milestone	Completion Time (days)*
Substantial Completion	90 days
Project Closeout	120 days (30 days after Substantial Completion)

\*From Notice to Proceed

**7. Contractor Questions / Comments**

- **Question/Comment 1:** Is there any pipe associated with the propane tanks need to be removed?  
**Response:** *The two propane tanks were removed by City force. There are still about 50 feet 1-inch piping associated with the tanks left underground. According to drawing C-1, all piping associated with the propane tanks need to be removed. The effort related to remove and dispose of the propane tanks is not required under this project.*
- **Question/Comment 2:** The utilities locating company may not take the work order from the Contractor to field locating piping at SRWWTP. Could the pipe field located by City?  
**Response:** *The City would arrange the mark-up of the piping on site. It was also noted that the construction area is with limited record information. Contractor is required to make exploratory excavation in the construction area. City also noted that Contractor shall provide necessary material and implement with proper construction method to ensure that the existing electrical duct bank not impacted during excavation and other construction activities.*
- **Question/Comment 3:** What is the thickness requirement of the asphalt pavement?  
**Response:** *Please refer to Specification Section 02510.*

**8. Site Inspection**

A tour of the construction site, tie-ins and the locations for new piping was provided after the meeting.

Drawing C-1 indicated that four trees need to be removed & relocated. It was clarified that the two palm trees shall be relocated to a location in SRWWTP per City's direction and the other two trees need to be removed and disposed.



**CITY OF HOLLYWOOD**  
**Public Utilities Department**  
**Engineering Support Services Division**

**Vacuum Truck Sump Upgrade**  
**Project No. 09-9074**  
**Pre-Bid Conference**  
**Agenda**

**September 22, 2009**

- 1. Introduction**
- 2. Scope of Project**
- 3. Bidding Document Description**
  - Bidding Contract Document Package
  - Bidding Package
- 4. General Comments**
- 5. Key Concerns**
  - Local MBE/SBE Requirements
  - Coordination with Other Contracts / Staging / Site Space
  - Project Working Hours
  - Permitting
- 6. Completion Time**
- 7. Contractor Questions / Comments**
- 8. Site Inspection**

