

**ADDENDUM NO. 1  
City Project No. 32123  
Federal Project STP-3100 (522)  
Clay Street Bike Plaza  
June 18, 2014**

The bidder will acknowledge receipt of this Addendum and his acceptance of its conditions by signing this Addendum and including it with his bid.

**BIDDER:**

---

**BY:**

---

**TITLE:**

---

1. The notes from the pre-bid conference are hereby made part of the contract.
2. The Federal Wage Rate has been updated. The Federal Wage rates which shall apply to this project will be General Decision Number: MO140001 Modification No. 5, Publication Date 06/06/2014.

**CITY OF JEFFERSON, MISSOURI  
MATTHEW MORASCH, P.E.  
DIRECTOR OF PUBLIC WORKS**

# **City of Jefferson**

Department of Public Works  
320 E. McCarty St.  
Jefferson City, MO 65101



**Eric J. Struempf, Mayor**

Matthew Morasch, PE, Interim Director  
Phone: 573-634-6410  
Fax: 573-634-6562

June 18, 2014

**Subject: Clay Street Bike Plaza  
Project No. 32123  
Federal Project STP-3100 (522)  
Pre-bid Conference Notes**

A pre-bid conference was held in the Thomas Jefferson Conference Room of City Hall on Thursday, June 12, 2014 for the above noted project. Those who attended the meeting are as listed below:

<b><u>NAME</u></b>	<b><u>REPRESENTING</u></b>	<b><u>PHONE</u></b>
David Bange	City of Jefferson, Public Works	(573) 634-6433
Brett Dudenhoeffer	J.C. Industries	(573) 636-2711
Ron Helmig	Aplex, Inc.	(573) 897-4604
Bryant Gaines	Sam Gaines Construction	(573) 295-6157
Jenni Jones	MoDOT Central District	(573) 526-6994

The meeting proceeded with a general discussion of the planned project and an overview of the specifications. This memorandum summarizes the proceedings of that meeting and the questions received at, and subsequent to the meeting. Below are the items that were specifically discussed.

## **Review of Specifications**

- Bid Opening Date and Time
  - The bid are due to the Purchasing Agent by 1:30 P.M. on Tuesday, June 24, 2014.
- Final Checklist before Submitting Bid
  - The items to be submitted with the bid are listed and are part of the stapled insert in the spec book.
  - Be aware of some mistakes which will make the bid nonresponsive
    - Not signing the bid and including a corporate seal if the bidder is a corporation
    - Not incorporation the project addendums
    - Using forms other than the ones provided in the bid package
    - Using a pencil to fill in the form, using white out, and not initializing changes

## **Notice to Contractors**

- The Contract time is set at 45 calendar days
- Liquidated damages are set at \$700.00 per day.
- A bid guaranty in the amount of 5% of the bid amount is required
- Federal funds are being expended on this project which bring additional requirements
  - The project will be inspected by City personal but state and federal inspectors may also choose to inspect the job at times and frequencies of their choosing.
  - The contractor is required to pay prevailing wage. The wage to be paid is the higher amount listed in either the state or federal wage orders included in the contract.
- The contractor must be enrolled in the E-Verify Program.
- All workers must have completed a ten hour OSHA training course.
- The contractor is required to meet Buy American requirements.
- The Prime Contractor must perform 30% of the contract work.
- The City will provide a sales tax exemption for the material incorporated into the project.
- The DBE contract goal for the project has been set at 6%. An approved DBE contractor must perform 6% of the total project.

#### Bid Packet

- The bid packet contains an itemized bid form and other information all of which needs to be submitted with the submission of the bid,
- The numbering on the bid form is consistent with the MoDOT bid item numbering system. The work associated with and payment for these items is as presented in the MoDOT specifications and the Job Special Provisions.
- The project is being partially funded with CDBG funds which require additional forms to be submitted with the bid. These items are included in the bid packet.

#### DBE Submittal Forms

- The DBE Submittal Forms found in the spec book must be submitted by the low bidder and the second low bidder by 4:00 p.m. three business days after the bid opening. (Friday, June 27, 2014)

#### HUD Supplemental General Conditions

- The minority and female participation requirements listed in this document concern the general contractors own workforce and is separate from the established DBE goal of 6.0%.

#### Job Special Provisions

- B: Work Zone Traffic Management Plan – Note the requirement that the contractor is responsible for sequencing the work in such a fashion or provide temporary access such that pedestrian and bicycle traffic can be maintained to the pedestrian bridge at all times.
- D: It was noted that since the production of the plans an additional fiber optic conduit has been installed along the northern side of Main Street east of Clay Street and then crosses Clay Street and connects into the pull box near station 1+10. The contractor will need to coordinate with the utility owner for the relocation and or replacement and adjustment of this pullbox.
- It was noted that there are provisions concerning all the site furnishing associated with the project.
- AD: It was noted that adjustments will need to be made to the existing electrical lines and meter serving the existing highway lights.
- AG: The specifications contain an ADA checklist. All pedestrian facilities are required to

meet ADA standards. The checklist will be used to evaluate the compliance of the work to the ADA standards.

#### Required Contract Provisions Federal-Aid Construction Contracts

- The second paragraph of item I. General, states that these very same provisions must be included in every contract that the Prime Contractor signs with a Sub Contractor.

#### Federal Aid Provisions

- The contractor should make himself aware of the requirements for minority participation within his own workforce.

#### Wage Rates

- The Federal Davis Bacon wage rate will be updated as part of the addendum.

#### ADA Post Inspection Checklist

- As with all projects ADA compliance is of utmost importance. At the completion of the project this checklist will be used in the final inspection. All elements within the project will need to be within the acceptable tolerance.

•

#### Sample Contract

- A sample contract has been included.

#### Additional Comments

- MoDOT staff have informed us that in the course of their inspections of the project they will be measuring the cross slope of the sidewalk with a two foot spirit level.
- It is anticipated that the City Council will approve the contract on July 21, 2014. Notice to proceed can be expected in early to mid-August.

#### Plan review

Attention was drawn to each area of the plans.

- Page 2 of the plans show a detail of the large block landscaping stones. These stones are intended to be placed such that they conform to the approximately 2:1 slope rather than being placed as a vertical or nearly vertical wall.
- Sheets 4 and 5 show details of a number of the site furnishings. Many of these furnishings are further described in the special provisions.
- Sheets 10 and 11 show the site plan, consisting of head in parking along Clay Street and a plaza area near the intersection. The plaza is to have exposed aggregate concrete as well as a detail created by permeable pavers.
- Sheet 12 shows a detail of the plaza area in which can be seen the locations of the site furnishings and location of the large stone landscaping blocks.
- Sheet 13 shows the dimensional details of the permeable paver area.

#### Question and Answer

QUESTION: Who can we use to fulfill the DBE requirement?

ANSWER: Only those contractors listed on the MoDOT website as DBE contractors can be used to fulfill the DBE requirement.

QUESTION: Do we have to use the enclosed Bid Bond form?

ANSWER: Yes, the bid bond must be submitted on the form that has been included in the bid packet.

**QUESTION:** Some of the site furnishings may have a long lead time. Can there be some consideration for these items?

**ANSWER:** The contractor who is awarded the contract shall inform the owner of the lead times for each of the site furnishings. At that point a decision will be made to potentially delay the notice to proceed to allow additional time for these items to be ordered prior to the start of the project. Alternatively it might be possible for the project to be considered substantially complete prior to the arrival of a particular item. Or a combination of these two possibilities may be employed. In any case if submissions on the site furnishings are made promptly, and then ordered, consideration will be given for lead times.

**QUESTION:** Can Clay Street be closed for the duration of the project?

**ANSWER:** The contractor may close Clay Street between Cliff Street and W. Main Street for a period of four weeks during which time all work associated with the sanitary sewer must be completed, provided that contractor installs and maintains detour signage directing traffic to Bolivar / Cliff Street, and provides access to the driveway to the property addressed as 725 Cliff Street. Apart from this four week period the contractor may utilize the western lane of the street as indicated in the traffic control plan.

**QUESTION:** Do the bollards need to be removed or could they be cut off below the proposed improvements?

**ANSWER:** The contractor may at his option cut the bollards off rather than removing them in their entirety. If the contractor chooses to cut them off they shall be cut off a minimum of one foot below the proposed finished grade.

**QUESTION:** What parts of the project will have an exposed aggregate finish?

**ANSWER:** All portions of the 4" and 6" sidewalk, the plaza area, the sidewalk ramps, and the stairs are all to have an exposed aggregate finish. Details are contained in JSP V.

**QUESTION:** Can the curb and gutter section shown in the area of the sidewalk ramp at section 0+13 be poured monolithically with the 8" pavement?

**ANSWER:** Yes, the contractor may choose to pour the curb monolithically with the pavement.

**QUESTION:** What is to happen with the electrical meter on the north end of the project near the fence?

**ANSWER:** This meter feeds electric to the street lighting on Hwy 54. This pedestal and associated conduit and or wiring are to be adjusted by the contractor as described in JSP AD.

Sincerely,

David Bange  
Engineering Supervisor

DB:db

C: Plan Holders  
Meeting Attendees  
Project File  
Writer's File