

City of Lynchburg
Procurement Division
900 Church Street
Lynchburg, Virginia 24504
Telephone No.: (434) 455-3970
Fax No.: (434) 845-0711

Addendum for Bid
Blackwater Creek Athletic Area Multipurpose Field
15-935

Date: October 3, 2014
From: Stephanie Suter, CPPO, CPPB
RE: Addendum No. 1

This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Bidder shall indicate receipt of this Addendum and all previously issued Addenda on the Bid Form.

1. Ballstopper System: In regard to this item (HBS-1) specified netting system. The vendor AAE has stated that this product comes in a 10' tall system, not 8' as specified on the plan. It will also only require a total of 7 posts to achieve the required 120 lf of netting per their system design. Netting is also configured with 1.5 inch squares. Is this adequate for your specifications?

The 10' tall system with 7 posts and 1.5 inch squares is adequate.

2. Topsoil: According to the documents received, it is noted that the Contractor is responsible of the importing of suitable topsoil at the Contractor's expense. We would like to request this item as an alternate pay item based on the fact that an extensive soil analysis has not yet been completed for the site. An arbitrary quantity in the amount of 1750 cy of material would be sufficient to install a 6" layer of imported material to the entire 92,000 sf playing field area.

The contractor shall be responsible for installing a minimum 2" layer of top soil under the playing field area. The base bid shall include 570 cubic yards of material and a unit price per cubic yard. Revised bid form is attached.

3. Site Grading: Please clarify as to whether the subgrade of the playing field needs to be inspected by the OWNER Representative prior to installation of topsoil. There is limited area to stockpile topsoil if removed from the playing field area. We would recommend that the area be cleared of existing groundcover, graded in place, and amended in place to achieve the necessary organic matter and nutrient content. We do agree with having the subgrade for the ADA area inspected prior to installation of the new ramp area.

The OWNER Representative will not be conducting a formal inspection of the field subgrade. Clearing of existing groundcover, grading in place, and amending in place to achieve the necessary organic matter and nutrient content is acceptable.

4. There is a statement in the Invitation to Bidders requesting inclusion of VRLF Inserts and MBE/WBE Solicitation Efforts. I don't see any forms in the project manual regarding these items. Do we need these items?

This project is entirely City funded, therefore, the VRLF inserts and solicitation efforts are not required. All Bidders are encouraged to utilize SWaM suppliers and subcontractors, however, there is not a set goal.

5. Pre-Bid Meeting Minutes are attached.

6. Pre-Bid Attendee Listing is attached.

READ TERMS AND CONDITIONS AND SIGN

In compliance with the above BID, and subject to all the conditions hereof, the undersigned offers and agrees to comply with any or all of the terms and conditions contained herein, or as mutually agreed upon by subsequent negotiations. This form shall become part of the final file.

Company Name: _____ *Address:* _____ *Date:* _____

Authorized Signature: _____ *Title:* _____

Print Name: _____ *Telephone No.:* _____ *Fax No.:* _____

BID FORM

Stephanie Suter, CPPO, CPPB
Procurement Manager
City of Lynchburg
Third Floor, City Hall
900 Church Street
Lynchburg, Virginia 24504

Dear Ms. Suter:

The undersigned, as bidder, hereby declares that the only persons interested in this bid as principal, or principals, is or are named herein and that no person other than herein mentioned has any interest in this bid or in the Construction Agreement to be entered into; that this bid is made without connection with any other person, company, or parties making a bid; and that it is in all respects fair and in good faith without collusion or fraud.

The undersigned, having visited and examined the site and having carefully studied all the Contract Documents, including without limitation, all drawings and specifications pertaining to "Blackwater Creek Athletic Area Multipurpose Field", for the City of Lynchburg, Virginia, hereby proposes to furnish all labor, equipment, materials, and services and to perform all operations necessary to execute and complete the Work required for the project, in strict accordance with the Contract Documents, Addenda numbered _____ through _____ issued during bidding period and hereby acknowledged, subject to the terms and conditions of the Construction Agreement for the lump sum of:

_____ DOLLARS (\$ _____),

which shall be referred to hereinafter as the Base Bid.

Unit Price for installed topsoil per cubic yard: \$ _____

It is understood and agreed that the Owner, in protecting its best interests, reserves the right to reject any or all bids or waive any defects. Any changes, erasures, modifications, deletions in the bid form, or alternate proposals not specified in the Advertisement for Bids may make the bid irregular and subject to rejection.

It is further understood that costs to cover all components of the Work as described in the Contract Documents are included in this bid, even in cases where specific line items are not identified.

We are properly equipped to execute all work of the character and extent required by the Contract Documents, and we will enter into the Construction Agreement for the execution and completion of the Work in accordance with the Contract Documents; and we further agree that, if awarded the Construction Agreement, we will commence the Work on the date stated in the "Notice to Proceed" and will maintain a work force large enough to execute the Work and all obligations no later than the completion date stated in the Contract Documents.

Enclosed herewith is the following Security, offered as assurance that the undersigned will enter into the Construction Agreement for the execution and completion of the Work in accordance with the Contract Documents:

Bidder's Certified Check issued by _____ (name of bank) in the amount

of: \$ _____ (5% of Base Bid amount)

Bidder's Bid Bond for 5% of Base Bid Amount Issued by _____
(name of surety authorized to do business in Virginia).

The undersigned hereby agrees, if awarded the Construction Agreement, to execute and deliver to the City within ten (10) days after his receipt of the Notice of Award, a performance bond and a payment bond, in forms satisfactory to the City, from sureties authorized to do business in Virginia satisfactory to the City, in the amount of one hundred (100) percent of the Base Bid.

The undersigned further agrees that, in case of failure on his part to execute the said Construction Agreement within the ten (10) days after written notice being given on the award of the Construction Agreement or the failure to deliver the required performance and payment bonds within the ten (10) days, the monies payable by the Security accompanying this bid shall be paid to the City of Lynchburg, Virginia, as liquidated damages for such failure; otherwise the Security accompanying this Bid shall be returned to the undersigned.

Attached herewith are completed Statement of Experience and Statement of Resources forms which include the information requested.

The undersigned further certifies that this bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business, or any act punishable under the Virginia Governmental Frauds Act, or other law.

This bid remains valid and may not be withdrawn for a period of 60 days from this date.

VIRGINIA CLASS A CONTRACTOR'S LICENSE NO.: _____

Respectfully submitted,

CONTRACTOR

DATE

TELEPHONE

ADDRESS

BY: _____

ITS: _____
(Title)

Meeting Minutes

LYNCHBURG PARKS AND RECREATION PRE-BID CONFERENCE

Blackwater Creek Athletic Field Improvements

**City of Lynchburg IFB No. 15-935
Wiley|Wilson Comm. No. 214034.00**

September 24, 2014 – 11:30 A.M.

1. Introduction - Circulate Sign-Up Sheet
2. Review Bid Submission Requirements
 - A. Bid Form – PM-4 and PM-5 of Project Manual.
 - B. Bid Guarantee - 5% Bid Bond, Certified Bidder's Check, Letter of Credit, or Cashier's Check.
 - C. Bids Received at City of Lynchburg Procurement Division, 900 Church Street, Third Floor, City Hall, Lynchburg Virginia prior to 3:00 p.m. on October 9th, 2014 (Thursday)
 - D. Bids will then be opened publically and read aloud.
3. Award of Contract – City of Lynchburg wishes to award the contract as soon as possible.
4. Project Schedule – Substantially complete by July 1, 2015.
5. Liquidated Damages - \$200.00 per day after Final Completion.
6. Performance Bond and Payment Bond Required, both in the amount of 100% of the bid.
7. Insurance Requirements – Per Article 11 - Insurance.
8. Inspection by Lynchburg Parks and Recreation. Wiley|Wilson will make the occasional site visit.
9. Erosion & Sediment Control – Silt fence, blanket matting, inlet protection. All E&S measures must stay out of wetland and top of stream bank. Place permanent seeding and blanket matting on 2:1 cut slopes immediately.

10. VSMP permit fee is paid and SWPPP completed.
11. Payments – Per Article 9, Payments and Completion.
12. Bid Period Deadline for Questions - Questions must be in writing (email is acceptable). Deadline for questions is Wednesday, October 1st, 2014. Only questions answered in addenda are binding. Oral and other interpretations are non-binding.
13. Other Administrative and/or Technical Issues
 - a. Note that MUSCO is on site now installing 4 light poles, 2 are located on the slope and will be outside the limits of disturbance, and 2 will be within the limits of disturbance (but outside the playing field). Care must be taken to protect the light poles.
 - b. The entire project is bid as “unclassified”. We strongly encourage bidders to perform their own subsurface investigations. Bidders shall coordinate site visits and subsurface investigations with Charles Ripley (434.665.2354).
 - c. Schedule
 - a. Irrigation, strip drains, field fine grading, asphalt base, and seat walls to be completed this fall/early winter.
 - b. Bermuda grass seed mix and fertilizer to be placed between March 16th and April 1st.
 - c. All other permanent seeding to be fully established by July 1, 2015.
 - d. Parks and Recreation has 72,000 ft² of turf cover matting (FieldSaver Winter Turf Blanket/Growth Covers or approved equal), the remaining 20,000 ft² will be provided by the contractor.
 - e. General grass mix construction sequence;
 - a. Fine grading in field to +/- ½ inch.
 - b. Place temporary seeding, perennial rye
 - c. End of march, remove temporary seeding, place compost and Quinclorac, Bermuda seed mix, and growth mat
 - d. Beginning of May, remove growth mat, place all other permanent seeding.

Notes from meeting:

- The contractor will not be responsible for removing any light or overhead electric poles.
- Removal of the seat benches and bleachers is currently underway by the City and will be completed prior to contractor beginning construction. All other material will be the contractor’s responsibility to remove.



Prebid Conference

SIGN-IN SHEET

Blackwater Creek Athletic Area

COMM. NO. 214034.00

SHEET: 1 / 1

DATE: 24-Sep-14

TIME: 11:30

LOCATION: Bidder's Room, City Hall

Company	Name	Office Phone	Mobile Phone	Email
WILLY WILSON	DAN SUTER	426-4779		<i>d.suter@wileywilson</i>
RSG	Calvin Cain	993-2753		<i>calvin@rsglandscaping.com</i>
RSG Landscaping	Mike Emanuel	(634) 993-2753		<i>mmanuel@rsglandscaping.com</i>
Advantage Excavating Service	Robert Moore	434 528-0111		<i>Advex@netzero.net</i>
Bwhorley@countsandobyns.com	Brent Whorley	434- 821 -2774		<i>bwhorley@countsandobyns.com</i>
bfoellers@countsandobyns.com	Brad Foellers	434-821-2774		<i>bfoellers@countsandobyns.com</i>
City of Lynchburg	Charles Ripley	434-455-5847	665 2354	<i>charles.ripley@lynchburgva.gov</i>
COL	Stephanie Suter	434-455-5963		<i>stephanie.suter@lynchburgva.gov</i>