

**ADDENDUM NO. 1
TO THE
SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY
WATER SERVICE LINE REPLACEMENT PROGRAM
REQUEST FOR PROPOSAL**

ISSUED: April 20, 2020

HRC Job No. 20191046

This Addendum is issued prior to receipt of proposals to provide for certain changes and clarifications to the Specifications and/or the Drawings, as herein specified, and is hereby made a part of the Contract Documents and shall be taken into consideration in preparing the Proposal. All other conditions remain the same. **The Proposer shall acknowledge the receipt of this Addendum by signing below, including this addendum with their proposals, and completing the Addenda section on Page 2 of the Proposal Form (Section 00300).** Failure to sign the Addenda Section of the Proposal Form in the submission of the proposal may be justification for the proposal being rejected as non-responsive.

THE DEADLINE FOR QUESTIONS HAS BEEN EXTENDED TILL TUESDAY, APRIL 28, 2020 BY 4:00PM.

The following lists the extent of this Addendum. Descriptions of the changes or clarifications are given within each heading.

- The meeting summary for the Project Information Meeting held on Wednesday, April 15, 2020 is attached.

Received and Acknowledged By:

Company: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Delhi Township
2101 Aurelius Rd.
Suite 2A
Holt, MI 48842
517-694-7760

Detroit
535 Griswold St.
Buhl Building, Ste 1650
Detroit, MI 48226
313-965-3330

Grand Rapids
1925 Breton Road SE
Suite 100
Grand Rapids, MI 49506
616-454-4286

Howell
105 W. Grand River
Howell, MI 48843
517-552-9199

Jackson
401 S. Mechanic St.
Suite B
Jackson, MI 49201
517-292-1295

Kalamazoo
834 King Highway
Suite 107
Kalamazoo, MI 49001
269-665-2005

Lansing
215 S. Washington SQ
Suite D
Lansing, MI 48933
517-292-1488

**SOUTHEASTERN OAKLAND COUNTY WATER AUTHORITY
WATER SERVICE LINE REPLACEMENT PROGRAM**



**PROJECT INFORMATION MEETING - SUMMARY
Wednesday, April 15, 2020 @ 10:00am**

<u>Attendee Name</u>	<u>Representing</u>
Jeff McKeen.....	SOCWA
Bob Jackovich.....	SOCWA
Bob Davis	SOCWA
Aaron Filipski	City of Royal Oak
Larry Sirls	City of Southfield
Brad Shepler.....	HRC
Beth Clarke	HRC
Nick Banchemo	Bricco Excavating
Mark DiMichele.....	D & D Water and Sewer
Robert Delicata	RDC Construction
Michele Lang	Lang Constructors
Kim Warner	Goyette Mechanical
Anthony Vani.....	VIL Construction
Jeff Obertyniuk	C & P Construction Co. Inc.

MEETING SUMMARY

The non-mandatory project information meeting was conducted virtually due to the Covid-19 pandemic and social distancing and gathering restrictions currently in place. All attendees were connected via telephone conference call, with optional video conference showing those portions of the RFP document related to the discussion.

A summary of the discussion is as follows:

1) Brief Background of SOCWA

Brad Shepler provided a brief background of SOCWA (Southeastern Oakland County Water Authority), member communities, and SOCWA’s role as an intermediary between Great Lakes Water Authority (GLWA) and the twelve (12) participating communities.

2) Project Intent

Brad Shepler described that SOCWA reserves the right to award the Program to multiple contractors for work to include both or either of the following:

- a. Water Service Line Replacements – replacing private side, public side, or full service (both sides) for lead or galvanized water service lines. It was emphasized that under no conditions are partial service line replacements (i.e. replacing only part of a service line where there is known lead or galvanized portions remaining) to be performed.
- b. Water Service Line Material Verifications – identifying service line materials for communities at curb stops, internal connections to buildings, and/or at the connection to the public water supply.

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3) Contractual Setup

Brad Shepler described the contractual setup defined in the RFP document. Contractors will execute contracts with SOCWA. Then, Communities will develop a list of addresses with service lines to be replaced or verified with locations and completed access agreements. Contractors will execute sub-agreements with a Community to complete the identified work list. Bonds and insurance will be held by SOCWA in common for all. Bond amount was based upon an estimated amount of work anticipated for a contractor.

4) Request for Proposal Process

For this Request for Proposal, SOCWA intends to use a modified qualification-based selection approach to award the contract, not low bid. SOCWA will use a scoring matrix and evaluate based on:

- a. Selection Criteria (Section 5)
- b. Vendor Questionnaire (Section 6)

5) Required Forms (Section 7 of RFP Document)

Brad Shepler described the forms and information required for a complete, responsive proposal as follows:

- a. Cost Worksheet (End of Section 00300 in Project Manual)
 - i. Division I or Division II or Both
 - ii. As Needed Materials and Surface Restoration Items

Brad Shepler clarified that a Proposal may include Division I (water service line replacement) or Division II (water service line materials verification) or both. However, regardless of choice for Division I or Division II or both, all proposals must include costs for all items in the “As-Needed Materials and Surface Restoration Items” in order to be considered responsive. Mr. Shepler emphasized that it is not SOCWA’s intent to use these items separately and hold any contractor to do only restoration type work. These items are intended for use to supplement work performed under Division I or Division II as needed.

- b. Proposal Form (Section 00300 in Project Manual)
- c. Bid Bond (Section 00300 in Project Manual)
- d. Signed acknowledgement of any Addendum Forms provided and acknowledgement of addenda in Section 00300 of the Project Manual (Page 2)
- e. Iran-Linked Business Vendor Certification (Section 00704 in Project Manual)
- f. List of References (Section 5 of RFP Document)
- g. List of Comparable Projects (Section 5 of RFP Document)
- h. Vendor Questionnaire (Section 6 of RFP Document)

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6) Project Overview

Brad Shepler reviewed the project. Items of note include:

- Project schedules will be negotiated and determined in the sub-agreements between the contractor and a member community.
- Liquidated damages can be applied if the scope of work agreed to in the sub-agreement is not completed before the established deadline. As with any project, if delays are incurred due to residents not keeping replacement appointments, etc., the Contractor should make a claim for additional time.

7) General Scope of Work

Brad Shepler reviewed the scope of work, highlighting that access agreements are to be obtained in advance by communities. It is the intent of the project that all access agreements will be obtained before sub-agreements are executed between a contractor and a member community.

In addition, it is the intention of this project that service line replacements are performed as programs and with larger numbers of service line replacements. Cost breakdowns are included for an individual replacement, not grouped, in case that situation arises for a member community.

8) Special Provision for Service Line Material Verification

There is a Special Provision for Service Line Material Verification. It is noted that maintaining traffic along typical residential streets and low volume commercial and industrial avenues is incidental. If the Authority Having Jurisdiction (AHJ) determines that more coordinated traffic control is needed, the AHJ will perform traffic control or a cost proposal from the Contractor will be negotiated.

9) Special Provision for Water Service Line Replacement

There is a Special Provision for Water Service Line Replacement, which was discussed by Brad Shepler. Items of note include that homeowners are responsible to provide clear access in their residence for work to take place. Only minor clearing of the workspace (i.e. moving small furniture, boxes, etc.) that can be done by a single worker is considered incidental to the project and should be performed by the Contractor when necessary.

At no time will a partial service line replacement be performed (i.e. replacing only the public or private side when additional lead or galvanized line material is left in service). Therefore, the Contractor should always be prepared to perform a full service line replacement, even when only the private or public side is scheduled, in the event that additional lead material is found. This is not anticipated and is not intended, but may nevertheless occur.

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10) Bid Item Description (Section 01220)

Brad Shepler pointed out that detailed bid item descriptions are included in Section 01220. Bid item descriptions should be referred to for clarification on what is and is not included in each individual bid item.

11) Items of Work Typically Performed by Water System

It is the intent of the project that staff or hired third-party representatives from the member communities will be responsible for distributing informational materials, collecting access agreements, conducting the initial resident introductory meeting and work plan, scheduling service line replacement work, recording and documenting service line replacement work, and conducting premise plumbing flush. However, some communities are not staffed to handle this volume of work. Therefore, separate work items have been provided in the Cost Worksheet for the contractor to perform the coordination and administrative work items listed above. Note that these items will only be used upon direct authorization of the member community and advanced notice to contractors will be provided when the intent to use these administrative work items is needed.

12) Allowances

Brad Shepler described that allowances are only for actual permit costs paid to an agency to pull a permit. The allowance is not for Contractor staff or other costs to apply for the permit. Anticipated permits for each member community are listed in Section 02990.

13) Sample Forms/Documents

A sample property access agreement is included in the Project Manual, Section 8 Attachment B. It is noted that a community may modify the agreement to add information or access rights, but this is the base line access to be provided.

Brad Shepler also pointed out the “Water Service Line Materials Guidance Document” included in Section 8 Attachment D at the end of the RFP package. This table is intended to be a resource for contractors to know what materials are used in the various SOCWA member communities.

14) COVID-19 Repercussions

Mr. Shepler read a prepared statement: *“We cannot provide a definitive answer at this time as to when this program is going to begin or how the impacts of the COVID-19 pandemic are going to effect the Work. We can only reinforce that the Work specified by this Contract is State mandated and community supported and will be in effect until the end of 2022. We feel there is plenty of time for the current situation to resolve itself and for this Work to*

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proceed as originally planned. The Work will progress based on the rate in which the member communities can obtain Access Agreements to enter private property and the member communities plan to pursue these Access Agreements as quickly as possible once the Contract is awarded.”

15) Questions

Q1: Which entity will hold the Contract with the contractor, SOCWA or the member community?

A1: SOCWA will be the Contract holder and then a separate sub-Agreement will be signed that lays out the scope of work (addresses and any special requirements) and schedule for completion.

Q2: So bonds and insurances will be held by SOCWA?

A2: Yes

Q3: How will the access to private properties be handled?

A3: Each member community will be responsible for obtaining access agreements from the owners/tenants of the building/premises. These access agreements will need to be signed before they can be included in a scope of work for inclusion in a sub-agreement.

Q4: Is a licensed plumber required to make the service line connection within the building/premises?

A4: This question is addressed in the Special Provision for Water Service Line Replacement (page 4 of 9).

Obtain a plumbing permit from the Owner or municipality in which the work is taking place.

- *Plumbing permits must be pulled by a licensed Master plumber or in accordance with the AHJ's permitting procedures,*
- *The installation of water service piping within a building/premises does not need to be performed by a licensed master or journeyman plumber if the following apply;*
 - *A permit is secured from the responsible enforcing agency and inspections are performed.*
 - *The installer certifies that the installation complies with the applicable parts of the state construction code.*

Q5: Is hydroexcavation an acceptable means of service line verification?

A5: Yes, this is addressed in the Special Provision for Service Line Material Verification (page 1 of 4)

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Q6: Is the televising of the sanitary service line included in the cost of the water service line replacement?

A6: No, the televising of the sanitary service line is not required as part of the Work and would be considered an additional service.

Q7: Does this project have any prevailing wage or Davis Bacon Act requirements?

A7: No, the project has no wage restrictions

Q8: Will the contractor be responsible for repairs to finished basements?

A8: The contractor will be responsible for any damage they do to a basement while performing the Work. That being said, the contractor shall be provided clear access to perform the work. *“Selected contractor(s) are not responsible for moving any items on the interior of the home that infringe upon the work that is secured to the basement floor or wall or that cannot be easily moved by one (1) worker.”* The Owner/Tenant will be informed that work will not commence until clear access is provided. The contractor has the right to refuse to do the work because clear access has not been provided. Should the contractor choose to perform the work without clear access and damages items in the process, they will be responsible for the damage.

Q9: How will Liquidated Damages be interpreted if a homeowner is scheduled for a service line replacement but then doesn't show up and the work is delayed?

A9: The contractor should report an intent to file a claim in case the work cannot be rescheduled within the schedule as detailed in the sub-Agreement. We would not foresee a schedule extension being an issue if such a case arose unless there were other extenuating factors.

Q10: How are the proposals supposed to be dropped off? Are SOCWA's offices open?

A10: Yes, SOCWA's main office is open. The intent as of April 15, 2020 is that there will be a dropbox located at the entrance that will be used to collect the proposals. Please ring the buzzer to indicate you have dropped off the proposal and a SOCWA staff member will collect and memorialize the submission. SOCWA's main office is occupied 24-7 so please ring the bell if dropping off during non-normal business hours as well.

Any additional questions can be emailed to Brad Shepler at bshepler@hrcengr.com before **Tuesday, April 29 at 10:00 AM**. Responses will be included in an Addendum issued to all RFP holders.