



ADDENDUM#1

TITLE: RESURFACING 13 CITY OF BELLE
GLADE ROADWAYS

BID NO: 06-2023

BID OPENING DATE: 7/31/2023 @3:00PM

DATE: 7/18/2023

NUMBER OF PAGES: 10

This Addendum to the drawings, specifications and contract documents is issued to provide additional information and clarification to the original BID specifications and ITB form and is hereby declared a part of the original drawings, specifications and contract documents. In case of conflict, this Addendum shall govern.

Bidders shall acknowledge receipt of this Addendum by inserting this Addendum in the attachment section of the Bid Form.

DESCRIPTION: PRE-BID CONFERENCE MEETING MINUTES

1. CONTRACTUAL ITEMS REVIEW
2. TECHNICAL REVIEW
3. SIGN IN SHEET

THE BALANCE OF THE PAGE TO SIGNATURE IS INTENTIONALLY LEFT BLANK

CITY OF BELLE GLADE

A blue ink signature of Neil Appel, C.P.M., is written over a horizontal line.

NEIL APPEL, C.P.M.
PURCHASING MANAGER

BIDDER

Signature

Printed, Title

COMPANY



Pre-Bid Conference Meeting Minutes

Bid # 06-2023	Name: Resurface 13 City of Belle Glade Roadways
	Date 7/13/23 Time: 10:00AM

Attendees:

Contractors:

See attached attendance sheet

City :

Ashley Davis	AD	Purchasing Coordinator
Keith Schriener	KS	City Engineer
Johnny Gooden	JG	Director of Public Services

The meeting commenced at 10:01 AM.

Speaker	1.	Introductions
	1.1	City Staff, bidders, and consultants introduced themselves.
KS	1.2	All attendees were cautioned that undocumented oral statements made during the meeting shall not be binding. Only those oral statements recorded in the meeting minutes shall be considered a part of the meeting and shall be binding in the context of their meaning.

KS	2	Bid Announced Opening Date and Time:
KS	2.1	Date: July 31 st , 2023
KS	2.2	Time: 3:00PM
KS	2.3	Last day for questions: July 18 th , 2023 @ 3:00PM
KS	2.4	Bidders were informed that they must submit (1) original, three (3) copies and one flash drive of their bid submittals.

	3.	Instructions to Bidders
KS	3.1	Meeting Status: This is a mandatory pre-bid conference. Bid submittals from bidders who have not attended shall be rejected as non-responsive.
KS	3.2	Communications: The point of contact is <u>Neil Appel</u> , Purchasing Manager for the bid process. All communications are to be written and or emailed to nappel@belleglade-fl.com attention Neil Appel, Purchasing Manager. He will distribute to appropriate staff and upload all addendums to the City website
KS	3.3	Addendums: All addenda shall be issued through the City website. Questions received by the City less after 7/18/23 may not be answered. The City shall endeavor to not issue addenda within five (5) calendar days of the bid opening

	4.	Scope of Work Review
KS	4.1	Reviewed the General Scope of Work with all attendees.
KS	4.2	Corrected bid cover page is issued. (correcting City Commissioner name and title)

	5	Bid /Contract Security
KS	5.1	Bidder must submit a bid bond in the amount of 5% of the bid price using the enclosed City forms
KS		Not submitting a bid bond with the Bid submittal package will cause the bid to be rejected as



		5.2	non-conforming and non-responsive.
KS		5.3	A 100% Performance and Payment Bond is required from the awarded bidder, to be submitted with the executed agreement prior to Commission award.
KS		5.4	A letter from the bidder's Surety guarantying that the Surety will issue Performance and Payment for the bidder should be submitted with the bid.
KS		5.5	The Surety must be listed on the Federal List of Certified Companies or the bond and the bid will be rejected as non-responsive.
KS	6		Safety
KS		6.1	It is the contractor's responsibility to secure the construction site to prevent injury or theft.

	7		Bid Rejection; The following shall result in automatic bid rejection:
KS		7.1	Not signing your bid.
KS		7.2	Not attending the mandatory pre-bid conference.
KS		7.3	Not submitting a bid bond on the City form with Affidavit for Bond and Bond Power of Attorney.
KS		7.4	Submitting an unbalanced bid. These are bids that are Mathematically Unbalanced Bid: A bid containing lump sum or unit bid items which do not reflect reasonable actual costs plus a reasonable proportionate share of the bidder's anticipated profit, overhead costs, and other indirect costs. Materially Unbalanced Bid: A bid which generates a reasonable doubt that award to the bidder submitting a mathematically unbalanced bid will result in the lowest ultimate cost to the City; or which is so mathematically unbalanced as to result in an advance payment.
KS		7.5	See article 30, Instructions to Bidders for additional requirements.

KS	8		Work Hours
KS		8.1	The work hours are (state work hours)
KS		8.2	Changes require 24-hour notice to the City.

	9.		Bid Submittal Forms
KS		9.1	All bidders were reminded to review the checklist to submit all required forms.
KS		9.2	The Bonding Capacity.
KS		9.3	All bidders must submit using the City forms.
KS		9.4	Bidders were reminded to submit their licenses.
KS		9.5	Bidders must list their first tier/ major subcontractors on the subcontractor list.
KS		9.6	Bidders were reminded that any forms needed were included in the forms section in the bid.

	10		Utility Locations
KS		10.1	Contractor must verify all utility locations with Palm Beach County.

	11		Project Meetings
KS		11.1	Project meetings schedules and sites to be determined by the City Project Manager.

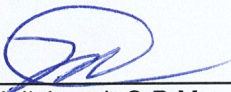
	12		Invoicing
KS		12.1	Reviewed Invoicing procedure with emphasis on the following:
KS		12.2	Progress payments shall be made on a monthly basis.



KS		12.3	A Schedule of Values and updated project schedule must be included with every payment request
KS		12.4	A preliminary payment request shall be submitted to the City for review prior to the actual payment request being submitted. This will speed up the payment process.
KS		12.5	Contractor shall submit one (1) original plus (3) copies of their pay applications to the City project manager or electronically.
	13		Pricing
KS		13.1	Davis Bacon Wage rates are not included in this Invitation to Bid.
KS		13.2	Pricing is lump sum per LINE ITEM . Each street is a line item.
	14		Miscellaneous
KS		14.1	This is an FDOT funded project. Please review the FDOT requirements included in the bid documents.
KS		14.2	If a staging area is needed the awarded bidder shall contact the City Project Manager with details. The City will then approve or suggest a site.
KS		14.3	Substantial completion shall be 120 calendar days. Final completion shall be 150 calendar days.
KS		14.4	Maintenance of traffic (MOT) shall be decided at the pre-construction meeting.
KS		14.5	The awarded bidder must contact Palm Beach County for utility location information.
KS		14.6	The City reserves the right to reduce or eliminate line items prior to and after the award.
	15		Execution of Contract
KS		15.1	A Notice of Intent to Award will be sent to the successful bidder with the contracts to execute.
KS		15.2	The successful bidder must execute and return the Notice of Intent to Award to the City upon receipt with the executed contract documents. The Performance and Payment Bonds, Insurance forms and Schedule of Values must be returned to the Purchasing Department within 10 days of receipt from the City.
	16		Insurance
KS		16.1	The City is to be the named insured

The meeting adjourned at: 10:26AM.

Respectfully submitted,



 Neil Appel, C.P.M.
 Purchasing Manager

If we do not receive correspondence regarding the accuracy of these minutes within 24 hours, we will assume they have been accepted as correct.

CITY OF BELLE GLADE
13 STREETS RESURFACING PROJECT
COBG ITB No. 06-2023
FDOT # 449506-1-54-01
CAS PROJECT # Pending

Pre-Bid Meeting: Thursday, July 13, 2023 at 10:00 AM

PRE-BID MEETING MINUTES

MEETING LOCATION: Belle Glade City Hall Conference Room
110 Dr. MLK Jr Blvd W, Belle Glade, FL 33430

PROJECT DESCRIPTION: Resurfacing of 13 Streets within the City of Belle Glade

GENERAL SCOPE: Remove existing dips, depressions and cracks in the existing roadway and resurface so that the finished product provides a smooth, clean ride.

- City ITB No.: **06-2023**
- CAS Project No.: **Pending**
- FDOT Project No.: **449506-1-54-01**
- Project Owner: City of Belle Glade (**COBG**)
- Engineer: Craig A. Smith & Associates (**CAS**)
- Water & Sewer Utility Owner: Palm Beach County (**PBCWUD**)
- Pre-Bid Meeting (Mandatory): **Thursday, July 13, 2023 at 10:00 AM**
- Last Day for RFI's: **Tuesday, July 18, 2023 at 3:00 PM**
- Bid Opening Date/Time: **Monday, July 31, 2023 at 3:00 PM**
- Proposed Award Date: **Thursday, August 31, 2023** (tentative, subject to change)
- Notice to Proceed Date: **TBD, but shortly after the award.**

1. SIGN-IN/ INTRODUCTION:

Introduction period – list of attendees/sign-in sheet to be published with meeting minutes.

CITY OF BELLE GLADE
13 STREETS RESURFACING PROJECT
COBG ITB No. 06-2023
FDOT # 449506-1-54-01
CAS PROJECT # Pending

Pre-Bid Meeting: Thursday, July 13, 2023 at 10:00 AM

PRE-BID MEETING MINUTES

2. GENERAL REQUIREMENTS:

- a. MANDATORY PRE-BID SITE VISITS: All bidders are required to perform the mandatory pre-bid site investigations of each roadway, on their own time, prior to submitting a bid (by submitting a bid the Contractor confirms/agrees that the mandatory site visits have been performed). Contractor to confirm all dimensions provided on the bid schedule and shall bring any discrepancies with the values provided and the existing conditions to the attention of the City's Engineering department ASAP.
- b. RESURFACING SCOPE: Contractor must provide a lump sum (LS) cost/fee for resurfacing each roadway listed. Resurfacing includes a combination of milling, leveling coarse, and overlaying of each proposed street – must submit a resurfacing plan (as shop drawing submittal) for each street to the Engineer for review and approval prior to starting construction. Contractor to resurface all asphalt within the right-of-way including street parking sections and driveway/parking lot harmonization's. Contractor is required to resurface all intersections encountered on this project, thru those intersections, and up to the points of curvature in all directions (except when noted otherwise).
 - i. On the following streets, the Contractor will be required to stop resurfacing limits at the points of curvature that align with the perpendicular street's edge of pavement alignment; and therefore, not encroaching into said roadway's travel lanes: Airport Rd/NW Ave L, NW 16th St/SR-715, Dr MLK Jr Blvd/SR-15/SR-80, E/W Canal St N, E/W Canal St S, and CR-880. This applies to the following bid items: 1, 2, 4, 5, 8, 11, 12, and 13.
- c. STRIPING PLAN: Striping shall be included in the lump sum (LS) cost of each roadway. Follow City's "Proposed Resurfacing Roadway Typical Section" detail for striping requirements. Thermoplastic striping is only required on roadways which have existing thermoplastic markings. At a minimum, all streets shall have yellow skip centerline and white solid edge lines replaced. Contractor should match existing conditions and/or follow City and FDOT standards for streets with more than two travel lanes. Contractor will be required to replace all stop bars and double yellow markings at all stops encountered on this project even for thru roads that intersect the project.
- d. SIGNALIZATION REPAIRS: Contractor is responsible for repairing/replacing all signalization loops damaged during the operations of this project, whether owned by the County or City.
None are anticipated but contractor must be aware of this requirement if encountered.

Page 2 of 5

CITY OF BELLE GLADE
13 STREETS RESURFACING PROJECT
COBG ITB No. 06-2023
FDOT # 449506-1-54-01
CAS PROJECT # Pending

Pre-Bid Meeting: Thursday, July 13, 2023 at 10:00 AM

PRE-BID MEETING MINUTES

- e. **ADA IMPROVEMENTS:** Contractor shall inspect all existing ADA sidewalk ramps and truncated domes (detectable warnings) for compliance with ADA regulations and shall replace only items (per current FDOT Indexes) which are out of compliance on a case by case basis. This work shall be coordinated work with the City/Engineer. A lump sum (LS) or price per each (EA) replacement of both ramps and truncated domes shall be provided and used as an allocation on a case by case basis with an estimated possible total quantity of (65) for each. *It's not anticipated to use 100% of this bid item's quantity. The quantity provided in the bid schedule is more or less an allocation for all ramps that may be encountered on the project. Each ramp must be inspected and will be replaced on a case by case basis. Contractor to include cost of replacing existing curb/gutter (if applicable) as well as a minimum of three sidewalk sections in all directions of the ramp approach.*
- f. **MOT PLAN:** Contractor must submit a MOT for review and approval before starting construction.
- g. **RESIDENTIAL NOTICES:** Contractor shall submit an accurate schedule for the work to be performed once the NTP is issued; providing a date range for when work will start for each roadway. The City will use this information for providing notices to the residents in the affected areas.

3. PROJECT COORDINATION:

Contractor must coordinate resurfacing activities with the City of Belle Glade (COBG), Palm Beach County Utilities Department (PBCWUD), and Palm Beach County Traffic Division.

- a. **CITY/ENGINEER CONTACTS:** **Keith Schriner** (CAS/City Engineering): 954.618.9978
kschriner@craigasmith.com & kschriner@belleglade-fl.com
- b. **PBCWUD: VALVE BOX AND SMH LID/COVER ADJUSTMENTS**
 - i. City's Contractor to coordinate with County/County's Contractor for adjustments to existing valve boxes and sanitary manholes (SMH's) affect by this project. Contacts will be provided once project is awarded.

CITY OF BELLE GLADE
13 STREETS RESURFACING PROJECT
COBG ITB No. 06-2023
FDOT # 449506-1-54-01
CAS PROJECT # Pending

Pre-Bid Meeting: Thursday, July 13, 2023 at 10:00 AM

PRE-BID MEETING MINUTES

- ii. County's Contractor to perform any major work associated with valve and manhole adjustments.
- c. PBCWUD: WATERMAIN RELOCATIONS
 - i. City's Contractor to coordinate with County/County's Contractor for project phasing in conjunction with any on-going County WM improvement projects within the limits of this project. Contacts will be provided once project is awarded.
 - ii. County's Contractor to perform work associated with WM replacements/relocations.

4. PROJECT PHASING:

- a. Special phasing will/may be necessary to coordinate with the County's Contractor(s) on this project. Any delays due to scheduling from the County's WM improvements will be allotted back to the City's Contractor/contract. **There are no current PBCWUD projects within the project limits at this time; however, contractor must be aware of this requirement as the County starts work at their own pace independently of the city.**
- b. Contractor must properly document all delays, in writing, due to the County if time extension(s) are to be pursued.

5. CONTRACTOR ACTIVITIES:

Working hours are **6:00 AM – 7:00 PM (sunrise to sunset), Monday – Friday (work on weekends is allowed with special notice/approval from the city)**

6. REQUESTS FOR INFORMATION (RFI's):

Bidding RFI's must be submitted no later than Tuesday, July 18, 2023. Copy Keith Schriener (kschriner@craigamith.com) and Neil Appel (nappel@belleglade-fl.com) on all electronic submissions/requests.

7. EQUIPMENT AND DELIVERIES SCHEDULE:

CITY OF BELLE GLADE
13 STREETS RESURFACING PROJECT
COBG ITB No. 06-2023
FDOT # 449506-1-54-01
CAS PROJECT # Pending

Pre-Bid Meeting: Thursday, July 13, 2023 at 10:00 AM

PRE-BID MEETING MINUTES

The contractor shall keep CAS advised of upcoming equipment and delivery schedules to the greatest extent practical. Coordinate all paving with CAS field inspector for receipt of all asphalt tickets.

8. ENVIRONMENTAL COMPLIANCE ISSUES:

The contractor is responsible for complying with any permit conditions and must submit a SWPP Plan for review and comments, as applicable. Installation of stormwater drainage system silt protection during construction will be necessary.

9. PERMITS:

None obtained. City permit not required – coordinate all inspections with CAS.

10. SITE UTILIZATION AND SECURITY:

The contractor shall consolidate the work area to that which is required to perform the work. The contractor shall maintain a neat and safe work environment. The contractor shall be responsible for securing the construction sites, equipment and any damages/restoration required.

11. SAFETY STANDARDS:

The contractor is responsible for site safety. The contractor shall abide by all OSHA guidelines.

12. OPEN DISCUSSION:

- i. *What's the engineer's cost estimate? \$1,059,685.00*
- ii. *What's to be done when replacing the sidewalk ramps to meet ADA with the existing curb/gutter? Contractor should include replacement of the curb and gutter with the cost for each ramp item. Assume at least (3) sections of sidewalk are replaced in all directions of the ramp.*
- iii. *What are the requirements for resurfacing? Contractor should review the "Exhibit A Specifications" section of the bid package. However, if an overlay is being proposed, a minimum 1-1/2" must be applied. If missing is to take pace, a minimum of 2" must be applied. The general intent of the project is to remove the majority of roadway grade, excessive slopes, and failure irregularities.*



PRE-BID CONFERENCE SIGN-IN SHEET

PROJECT #: 06-2023 PROJECT NAME: RESURFACING 13 CITY OF BELLE GLADE ROADWAYS DATE: 7/13/23

	Representative	Company	Address	Phone/Fax	Email
1	Steve Cheatham	Reo Paving	400 Executive Center Dr W.P.B	561-849-5250	stevez@randdpaving.co
2	Julio Mendez	Rosso Site Development	1302 S J Street	561-689-0889	bsimpson@rossositedev glaparent-c
3	Clint Parrish	Weekley Hsp	20249 Stoughton Rd	954-680-8005	clint@weekleyapc
4	JOSHUA MANFLETT	MIM ASPHALT	1180 SW 10TH ST. DUNN BOULEVARD	561-302-9361	JMANFLETT@ALLCOUNTYPAVINGL.COM
5	Rick Voigt	Wynne	7208 Beechwood Rd	561-797-9452	RICK.WYNNE@SUS @getnet.com
6	Johnny Gaudin	COBG	2050 W Canal St S		
7	Ashley Davis	COBG	110 WNK Blvd		
8	Keith Schriener	CAS	21045 Commercial Trail 33486	954-618-9978	Kschriener@craigsmith.com
9					
10					
11					
12					
13					
14					