

If this page is not signed and included with your bid, it will be disqualified.

Form BO2

Date: _____

**CITY OF SAGINAW PURCHASING OFFICE
1315 S. WASHINGTON AVENUE
SAGINAW, MICHIGAN 48601**

TO: PROSPECTIVE BIDDERS

SUBJECT: ADDENDUM C- 1645 ANDERSON PARK – SPLASH PARK REHABILITATION

Information disclosed and/or questions raised since issuance of documents to bidders requires that a change be made in the subject bid as shown on this form:

CHANGES:

No. 1) See Attached Sign-in sheet and minutes of the Mandatory Walk thru Attached is to be considered as part of the bid. (5 pages) Dated June 20, 2018.

Communications concerning this Bid shall be addressed to: **Bruce Caradine (989) 759-1675**

NOTE: SIGN ADDENDUM AND SUBMIT SAME WITH BID.

I _____ certify that I have read this ADDENDUM and that the bid, as submitted, reflects the changes described in this addendum.

(Company's Name)

(Address)

(Signature)

(Title)

Bidder shall sign Addendum and submit it with bid.

**Anderson Park Splash Pad Rehabilitation
Pre-Bid Meeting Sign In
10:00 AM on June 19, 2018**

<u>NAME:</u>	<u>COMPANY:</u>	<u>PHONE NO.:</u>	<u>EMAIL:</u>
ERIC WAENSEL	PANFORD	(989) 928-0121	ERICW@PANFORD.COM
Shayne HOLLISEL	GRAHAM	(989) 921-3090	Shayne@grahamcons.net
Chuck Pottenger	Clearwater Pool & Spa	586-219-5299	chuckp.clearwater@gmail.com
Daniel Emmenecke	J. R. Heinen and Son	989-798-6599	Dan@jrheinen.com
Dan Bourdow	Bourdow Contracting	989-439-1695	bourdowcontracting@hotmail.com
SAM SZAROLETTA	Spicer Group Inc	989 921 5541	SAMS@spicergroup.com
BRUCE CARADINE	City of SAGINAW	989 737-5624	bcaradine@saginaw-mi.com

MEETING MINUTES

MANDATORY PRE-BID MEETING

ANDERSON SPLASH PARK REHABILITATION CITY OF SAGINAW

June 19, 2018, at 10:00 AM
Anderson Splash Park
1830 Fordney St, Saginaw, MI 48601

1. INTRODUCTIONS

- A. Attendees:
 - i. Bruce Caradine, City of Saginaw - (989) 737 - 5624, bcaradine@saginaw-mi.com
 - ii. Sam Szaroletta, Spicer Group, Inc. - (989) 921-5541, sams@spicergroup.com
 - iii. Sign in sheet is attached

2. GENERAL INFORMATION

- A. This is a Pre-Bid meeting for the Anderson Splash Park rehabilitation project. This is a mandatory meeting so please be sure to fill out the sign-in sheet. Bidders not attending the pre-bid conference will not be allowed to bid on this project.
- B. A site tour will be conducted during this meeting.
- C. **Sealed Bids are due by 3:00 PM on Tuesday, June 26, 2018** at the City of Saginaw Purchasing Office, located at Room #105, 1315 S. Washington Ave. Saginaw, MI 48601 and will be publicly opened and read. There is a 90-day hold period of bids after opening.
 - i. Bids must be received by the Purchasing Office and stamped prior to bid opening.
 - ii. Bids will be read aloud in the Council Hall which is located on the second floor.

3. ADDENDA

- A. Addendum No. 1 will be posted on the City's website by end of day on Wednesday June 20th and will include Mandatory Pre-Bid Meeting Minutes and Sign-In sheet.

4. BIDDING INFORMATION

- A. Bidding documents have been provided by the City of Saginaw in conjunction with Spicer Group, Inc. Use the bid form in the specifications for submittal of a sealed bid. All addendums will be issued to bidders attending this pre-bid meeting.
 - i. It was specified that the contractor must acknowledge all addendums by signature. The bids received must be written on the addendum bid form.

- B. Carefully read over all bidding documents to ensure they cover the scope of work items completely.
- C. We encourage all to read all the bid documents very carefully and be sure all requested items are included with the bid submittal, including bid bonding. Some documents to read carefully include (but are not limited to):
 - i. Sealed Bid Instructions
 - ii. General Instructions to Bidders
 - iii. Bid Form
 - iv. Progress Clause

5. UTILITIES

- A. All utilities require hand digging or soft excavation to expose the utility at all crossings, and windowing every 50 feet when running parallel or in close proximity to any trenches.
- B. The utilities shown on the plans have been taken from a schematic view. The centerline of the trench will require soft excavation to ensure any utilities are accounted for.
- C. The Contractor is required to call Miss Dig and follow all necessary protocols prior to breaking ground.

6. SPECIFIC PROJECT INFORMATION

- A. Project Schedule
 - i. Construction will start after the Splash Park has been closed for the season. The tentative state date is September 4, 2018.
 - ii. Substantial completion date is April 1, 2019
 - a. All work shall be completed by this date.
 - iii. Final completion date is May 1, 2019
 - a. Grass/turf shall be established by this date.
- B. The project consists of rehabilitating the Splash Pad water features that no longer function.
 - i. Work includes installing new pipe from outside the well house to the Splash Pad, removing the concrete and existing Splash Pad features, directionally drilling new piping under the concrete footings, re-establishing new Splash Pad Features, and pouring a new concrete.
 - ii. Work also includes installing compressed air fittings outside of the well house to allow for future winterization, special concrete curing materials, and site cleanup and seeding.
- C. Construct Work in stages and coordinate construction schedule with Owner and Engineer.
- D. Coordination
 - i. The City of Saginaw personnel may need to occupy the site during construction for conducting normal operations. Cooperate with them to minimize conflict and facilitate operations.

- ii. Contractor shall provide and install all new Splash Pad features as detailed on the drawings and in the specifications to provide a complete project.
 - iii. Contractor will remove all existing Splash Pad features scheduled for demolition/removal as detailed on the drawings and in the specifications. Contractor must notify and coordinate with the Owner and Engineer before removing the existing features.
 - a. City Staff will remove all Splash Pad features prior to construction. The contractor shall be responsible for removing/replacing the feature base that has been embedded in the concrete slab.
 - iv. Contractor is responsible for the removal of all spoils, demolished concrete, debris, and trash from site.
 - v. Contractor is to protect the decorative concrete path along the perimeter of the Splash Pad.
- E. Contractor is responsible for but not limited to:
- i. Providing protection of all work areas to secure the area. This includes protecting any trenches and excavations during construction.
 - ii. Must provide temporary controls and construction facilities such as restroom, utilities, etc. as needed for a complete project installation.
 - iii. Provide qualified workers, tools, materials, etc. needed to perform the work in a professional manner.
 - iv. Must coordinate any utility work, shutdowns, etc. as needed.
 - v. Provide and maintain all soil erosion and sedimentation control measures as identified on the plans.
 - vi. Rep/foreman on site at all times who is responsible for means and methods to complete project per contract plans and specs.
 - vii. Responsible for site safety and safety of their personnel.
 - viii. Document and address all claims – Owner requires written notice of all claims within 30 days of occurrence or they will not be addressed.
- F. Engineer/Inspector:
- i. Timely review of shop drawings, pay request submittals, etc.
 - ii. Inspector to review installed quantities on a part time basis with Contractor.
 - iii. Shall not direct the Contractor's work or workmen, undertake any of the responsibilities or supervise the Contractor's operation or be responsible for job site safety.
 - iv. Scheduling activities of inspection – Contractor to notify Engineer of work being performed and when. Give a minimum of 2 working days' notice to arrange inspection coverage.
 - v. Call for/attend progress meetings – as needed.
 - vi. Compile punchlist with Contractor and Owner when all agree project is complete.
- G. Owner:
- i. Timely review of pay request submittals, other project documents such as change orders, etc.
 - ii. Call for/attend progress meetings.

- iii. Complete any bacteria testing and chlorination of the installed piping as required by normal operating procedures of the Splash Pad.
 - a. It was discussed that the City will perform all the bacteria testing and chlorination treatment of the pipes as part of their normal operation of the Splash Pad. The contractor will be responsible for the hydro testing of the new installed pipelines.

7. PERMITS

- A. The Contractor is required to obtain all necessary permits for work on this project.
 - i. At a minimum this includes the Soil Erosion and Sediment Control permit.

8. OWNER - comments/questions from reps attending.

- A. During the demolition of the concrete slab the owner would like to protect the decorative concrete path around the Splash Pad. The limits of the path are from the cobblestone path to the control joint between the decorative concrete and the Splash Pad concrete.
- B. If the benches or fences need to be removed during construction that is acceptable. The contractor will need to reinstall at the end of work.

9. CONTRACTORS - comments/questions.

- A. *Can we follow the control joints during the saw cutting of the concrete?* The contractors will follow control joints during concrete saw cutting to avoid additional joints. The limits of the demolition were reviewed during the onsite walkthrough.
- B. It was discussed that the Splash Pad concrete and decorative concrete path have dowels installed between the two slabs. The contractor shall protect the decorative concrete during removal of the concrete.
- C. *Is this a taxable job?* It was discussed that this is a taxable job.
- D. *How can we access the work site?* The contractors can access the site by the grass area to the south of the Splash Pad.
- E. It was discussed that the piping for the Splash Pad is made of Schedule 80 PVC and is installed below grade on the western side of the Splash Pad.

10. ADJOURNMENT

- A. The meeting was adjourned at 10:45 AM.

The above minutes represent the writer's recollection of events and issues discussed and decisions reached. Corrections to these minutes (in writing) are encouraged from all parties. Please provide written response to Spicer Group as soon as possible so that the corrections can be made promptly.

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