



CITY OF PETALUMA

POST OFFICE BOX 61
PETALUMA, CA 94953-0061

Teresa Barrett
Mayor

D'Lynda Fischer
Mike Healy
Gabe Kearney
Dave King
Kevin McDonnell
Kathy Miller
Councilmembers

June 25, 2020

To: All Planholders (via email)

WATER SERVICE REPLACEMENT 19/20
CITY PROJECT NO. C67502019

ADDENDUM NO. 1

NOTICE INVITING BIDS

The following paragraphs of the "Notice Inviting Bids" will be modified as described:

- 1. RECEIPT OF BIDS:** Due to the COVID-19 Shelter in Place Order, the bids for this project will be submitted by email before 2:00 PM on July 1, 2020. The emailed bid will include all of the completed documents found in the BID FORMS section of the Contract Documents. The bids will be emailed to: CITYCLERK@cityofpetaluma.org. The email subject line will be "Bid For Water Service Replacement 19/20 C67502019". The response email from the City Clerk will indicate the time stamp of the bid receipt.

Original copies of the Sealed Bids will be sent by standard United States Postal Service (USPS) mail services and received by the mail clerk at 11 English Street, Petaluma CA 94952. The Sealed Bids will be postmarked at USPS not later than the date of July 1, 2020. Sealed Bids postmarked after July 1, 2020, may not be considered. The Sealed Bids sent via USPS will include all of the original signed and sealed documents included in the Bid Form section of the Contract Documents. This packet will be clearly marked on the outside of the package "Sealed Bid for Water Service Replacement 19/20 Project C67502019".

- 2. OPENING OF BIDS:** The emailed bids will be opened by the Project Manager and the City Clerk. The bids will be documented on the Bid Result template with the name of the bidding contractor and ranked by the Base Bid dollar amount. The Bid results will be posted on the City's webpage at <https://cityofpetaluma.org/bid-opportunities-2/>

Public Works & Utilities

City Engineer
11 English Street
Petaluma, CA 94952
Phone (707) 778-4303

Environmental Services
Ellis Creek –
Water Recycling Facility
3890 Cypress Drive
Petaluma, CA 94954
Phone (707) 776-3777
Fax (707) 656-4067

Parks & Facility Maintenance
840 Hopper St. Ext.
Petaluma, CA 94952
Phone (707) 778-4303
Fax (707) 206-6065

Transit Division
555 N. McDowell Blvd.
Petaluma, CA 94954
Phone (707) 778-4421

Utilities & Field Operations
202 N. McDowell Blvd.
Petaluma, CA 94954
Phone (707) 778-4546
Fax (707) 206-6034

E-Mail:
publicworks@cityofpetaluma.org

TECHNICAL CLARIFICATION TO CONTRACTORS – QUESTION AND RESPONSE

Question #1: Is there a difference between single services and split services?

Response #1: There is no separate item for single services or split services. Each water meter shall have its own service line and tap installed to the water main. If existing service was a split service, a new tap must be installed adjacent to the existing service.

Question #2: Why is there a separate circle clamp bid item?

Response #2: There are existing services that are tapped off a hydrant main or fire service that need to be relocated to the water main in the street. The circle clamp bid item is for excavation and placement of the circle clamp on the hydrant or fire service piping, and restoration of that location. All other work for the water service replacement installation on the water main in the street, including trench excavation, piping, meter box, fittings, backfill, pavement restoration, etc. shall be part of the water service bid item.

Question #3: Can the contractor discharge groundwater encountered in the trench work to the City's sewer system?

Response #3: The contractor may obtain a discharge permit from the City to discharge to the sewer system, provided it meets all contaminant limit requirements.

Question #4: Do all water service meter boxes include sidewalk replacement?

Response #4: The location of water meters varies from sidewalks, planter strips, landscaped areas, and behind back of walk. The contractor shall visit the site and be familiar with all service locations and bid accordingly. All sidewalk work done in conjunction water service replacement shall be included in the bid price. All new water service meter box locations shall be in the relatively same location as the existing water service meter box locations. In the event a new larger meter box must be moved because it does not fit, the meter box may be moved to a location to accommodate the new box. All work done in conjunction with this including sidewalk replacement, landscape replacement, etc. shall be part of the bid price of the water service.

SUBMITTAL CLARIFICATION TO CONTRACTORS – QUESTION AND ANSWER

Q: *Can I submit the original copies of the sealed bid by FedEx, UPS, courier, other delivery service or drop the packet off myself?*

A: Due to the COVID-19 Shelter in Place Order, the City of Petaluma has closed City Hall to the general public to continue the practice of "social distancing". We will only accept the sealed bid packet by the daily mail delivery of the United States Postal Service (USPS).

Q: *What if the USPS delivers my original copies a week, or more, later?*

A: As long as the USPS postmark on the exterior of the package shows July 1, 2020, or earlier we will accept your original copies.

Q: What if my email doesn't go through the internet system because the attachments have too many megabytes?

A: You may send multiple emails to CityClerk@cityofpetaluma.org. All emails and all attachments must be received and acknowledged by the City Clerk's response before 2:00 PM on July 1, 2020. All emails must be titled "Bid For Water Service Replacement 19/20 Project C67502019".

Q: What attachment file will you accept?

A: .PDF is preferred. Other common file formats are JPG, TIF, DOC, XLS.

Q: Will you video the bid opening?

A: The bid opening will not be videotaped.

Q: How am I assured that you are really choosing the lowest bid?

A: The bid packets are kept by the City Clerk for the duration of the project. After the low bid is posted, if you want to see Bid information please call the project manager.

Q: Why are you doing it this way?

A: Due to the COVID-19 Shelter in Place Order we are trying to minimize person to person contact as much as possible to keep everyone as healthy as possible.

Q: What if my email goes to the junk or spam folder?

A: You may send a trial email in advance of the bid submittal date. Please send your email to CityClerk@cityofpetaluma.org.

This Addendum No. 1 shall become part of the Contract and all provisions of the Contract shall apply thereto. Bidders shall acknowledge all Addendums in the Bid Schedule.

City of Petaluma

A handwritten signature in black ink, appearing to read "Dan Herrera", is written over a horizontal line.

Dan Herrera, P.E.
P.E. No. C77596