



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

July 28, 2020

To: All Planholders (via email)

Airport Monument Sign
City Project No. C61501907

ADDENDUM NO. 4

NOTICE INVITING BID CHANGE

Refer to page 1, item 2 of the Notice of Inviting Bids. The Bids will be publicly opened and read at ~~2:00 PM (enter time) on July 30~~ **read at 2:00 PM (enter time) on Tuesday August 4, 2020** at the ~~above-mentioned~~ office of the CITY. The CITY reserves the right to postpone the date and time for opening of Bids at any time prior to the aforesaid date and time.

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

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

- 1. RECEIPT OF BIDS:** Bids for this project will be submitted by email before 2:00 PM on **Tuesday August 4, 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 Airport Monument Sign C61501907". 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 **August 4, 2020**. Sealed Bids postmarked after **August 4, 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 Airport Monument Sign C61501907".

- 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/>

CLARIFICATION TO CONTRACTORS – QUESTION AND RESPONSE

Question #1: Do you anticipate that the building department will charge the contractor permit fees? Any thoughts on how much that fee will be or how much of an allowance we should include in our proposal?

Response #1: *The City will obtain and pay for the necessary building permits for the project.*

Summary of Changes: The project bid opening will be postponed until Tuesday August 4th, 2020. Bids will be emailed to the City Clerk, and original copies of the sealed bids will be mailed in. The CITY will obtain and pay for the necessary building permits for the project.

This Addendum No. 4 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,



Jonathan Sanglerat
Assistant Engineer II
Public Works & Utilities Department

ADDUNDUM NO. 4

**Airport Monument Sign
City Project No. C61501907**

July 28, 2020

ACKNOWLEDGEMENT

Receipt of Addendum No. 4 is hereby acknowledged by _____
(Contractor's Name)

on the _____ day of _____, 2020.

By: _____
Signature

Title

Company
