

CITY OF PETALUMA

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Public Works & Utilities

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ADDENDUM NO. 1

Community Center Generator C11202116

July 30, 2021

This Addendum No. 1 modifies the Bidding Documents for the Community Center Generator project C11202116. This Addendum shall become part of the Contract and all provisions of the Contract shall apply thereto. Bidders shall acknowledge all Addendums in the Bid Schedule.

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 3:30 PM (enter time) on Thursday, August 5~~ **read at 3:30pm (enter time) on Thursday August 5, 2021** 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.

1. RECEIPT OF BIDS: Bids for this project will be submitted by email before 3:30 PM on **Thursday August 5, 2021**. 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 "Community Center Generator C11202116". The response email from the City Clerk will indicate the time stamp of the bid receipt.

2. 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 5th, 2021**. Sealed Bids postmarked after **August 5th, 2021**, 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 "Community Center Generator C11202116".

3. COMPLETION OF WORK: The WORK must be completed within 5 10 (ten) working days after the commencement date stated in the Notice to Proceed.

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/>

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TECHNICAL CLARIFICATION TO CONTRACTORS – QUESTION AND RESPONSE

Question #1: Is the City or Contractor supplying the generator?

Response #1: The generator will be provided by the City.

Question #2: Is the generator pad included in this contract?

Response #2: No, the generator pad will be provided by other.

Question #3: Do portable cables come with the generator?

Response #3: The City will provide cables.

Question #4: With lead times on ordering materials, 10 days is not enough to be able to complete the work.

Response #4: The construction start date is proposed by the contractor following the published ship date of the equipment. See special provisions Section 3-5 ORDER OF WORK.

Question #5: Is the transfer switch manual or automatic? I didn't see controls in the plans for an automatic transfer switch.

Response #5: The transfer switch is automatic. Control wiring is not typically shown.

Question #6: Do we need to include a jacket and/or a heater for the generator?

Response #6: No, do not include a jacket and/or a heater.

Question #7: When do we send the bond?

Response #7: The bid bond is submitted with your bid.

Question #8: Is there asbestos in the building?

Response #8: The City will investigate the likelihood of asbestos containing materials within the work area. Testing will be performed if required. Any correspondence or results will be shared with the contractor.

Question #9: Will the City be obtaining a permit?

Response #9: The City will be obtaining and paying for the building permit. The contractor will be responsible for calling the building department to arrange for inspection during the course of work.

Question #10: Please clarify how long the warranty period is. There is conflicting information in the specifications.

Response #10: The warranty period is one (1) year per General Conditions, Section 6.16 CONTRACTOR'S GENERAL WARRANTY AND GUARANTEE. In

addition, the Special Provisions, Section 3-13 GUARANTEE OF WORK, SP-5 is modified as described.

GUARANTEE OF WORK - Neither the final certificate of payment nor any provision in the contract nor partial or entire use of the improvements embraced in this contract by the City or the public shall constitute an acceptance of work not done in accordance with the contract or relieve the Contractor of liability in respect to any warranties or responsibility for faulty materials or workmanship. The Contractor shall promptly remedy any defects in the work and materials and pay for the costs of any damages resulting there from, which shall appear within a period of ~~five (5)~~ **one (1)** years from the date of final acceptance of the work. The City will give notice of defective materials and work with the reasonable promptness. Before requesting acceptance of the project, the Contractor shall execute a certificate of guaranty that all work shall be free from defects in material and workmanship for a period of at least five years after acceptance of the work and provide a 2- **one (1)** year Maintenance Bond. The contractor's attention is directed to Article 5, "Bonds and Insurance," of the General Conditions.

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 August 5, 2021, 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 3:30PM on August 5, 2021. All emails must be titled "Community Center Generator C11202116".

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 video taped.

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?

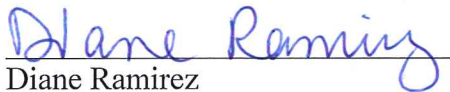
A: Due to the COVID-19 Shelter in Place Order we are trying to minimize person to person contact as much as possible to keep everyone as healthy as possible.

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,



Diane Ramirez

Project Manager

Public Works & Utilities Department

A signed copy of this Addendum and the attached acknowledgement form shall be attached to the bid proposal. Failure to do so may cause rejection of your bid as being non-responsive.

ADDENDUM NO. 1

**Community Center Generator
C11202116**

July 30, 2021

ACKNOWLEDGEMENT

Receipt of Addendum No. 1 is hereby acknowledged by _____
(Contractor's Name)

on the _____ day of _____, 2021.

By: _____

Signature

Title

Company

