



CITY OF PETALUMA

POST OFFICE BOX 61
PETALUMA, CA 94953-0061

Teresa Barrett
Mayor

Brian Barnacle
D'Lynda Fischer
Mike Healy
Dave King
Kevin McDonnell
Dennis Pocekay
Councilmembers

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

ADDENDUM NO. 1

Manor Tank Rehabilitation Project C67501007

January 27, 2022

This Addendum No. 1 modifies the Bidding Documents for the Manor Tank Rehabilitation Project C67501007. 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.

BID OPENING DATE CHANGE

The opening of the bid for the Manor Tank Rehabilitation project has been changed to **February 24, 2022**, from the original date of March 10, 2022. This change is also detailed further in this Addendum No. 1.

NON-MANDATORY PRE-BID MEETING DATE CHANGE

The non-mandatory pre-bid meeting date has been changed to **8:00 A.M. on February 9, 2022**, from the original date of 2:00 P.M. on January 31st, 2022. This change is also detailed further in this Addendum No. 1.

NOTICE INVITING BID CHANGE

Delete: Contract Document "Notice Inviting Bids" in its entirety. **Replace** with "Notice Inviting Bids" included in this Addendum No. 1 Package.

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 March 10~~ **read at 2:00 P.M. (enter time) on Thursday, February 24, 2022**, 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 **2:00 PM on Thursday, February 24, 2022**. 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 Manor Tank Rehabilitation Project C67501007". 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 **February 24, 2022**. Sealed Bids postmarked after **February 24, 2022**, 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 Manor Tank Rehabilitation Project”.

16. Non-Mandatory pre-bid conference/site visit to be held: Prospective bidders are invited to attend a non-mandatory pre-bid conference/site visit at ~~2:00 P.M.~~ **8:00 A.M.** (enter time) on ~~Monday, January 31,~~ **Wednesday, February 9, 2022**, at the City of Petaluma’s Public Works and Utilities Office, 202 North McDowell Blvd, Petaluma, CA 94954.

BID COVER PAGE CHANGE

Delete: Contract Document “Bid Cover Page” in its entirety. **Replace** with “Bid Cover Page” included in this Addendum No. 1 Package.

Refer to the bottom of page 1 of the Bid Document Cover Page. Bid Opening: ~~March 10,~~ **February 24, 2022**, at 2:00 p.m.

SUBMITTAL CLARIFICATION TO CONTRACTORS QUESTION AND ANSWER

Question #1: Can I submit the original copies of the sealed bid by FedEx, UPS, courier, other delivery service or drop the packet off myself?

Response #1: Due to COVID-19 restrictions, 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).

Question #2: What if the USPS delivers my original copies a week, or more, later?

Response #2: As long as the USPS postmark on the exterior of the package shows February 24, 2022, or earlier, we will accept your original copies.

Question #3: What if my email doesn’t go through the internet system because the attachments have too many megabytes?

Response #3: You may send multiple emails to CityClerk@cityofpetaluma.org. All emails and all attachments must be received and acknowledged by the City Clerk’s office before 2:00PM on February 24, 2022. All emails must be titled “Bid for Manor Tank Rehabilitation Project C67501007”.

Question #4: What attachment file will you accept?

Response #4: PDF is preferred. Other common file formats are JPG, TIF, DOC, XLS.

Question #5: Will you video the bid opening?

Response #5: The bid opening will not be video taped.

Question #6: How am I assured that you are really choosing the lowest bid?

Response #6: The bid packets are kept by the City Clerk for the duration of the project. If you want to see bid information, you may call the project manager after the low bid is posted.

Question #7: Why are you doing it this way?

Response #7: Due to COVID-19 restrictions, we are trying to minimize person-to-person contact as much as possible to keep everyone as healthy as possible.

Question #8: What if my email goes to the junk or spam folder?

Response #8: 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.

Summary of Changes: Bid opening date change, Non-Mandatory Pre-Bid Meeting date change, Bids will be emailed into the City Clerk, and original copies of the sealed bids will be mailed in.

City of Petaluma,



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

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

**Manor Tank Rehabilitation Project
C67501007**

January 27, 2022

ACKNOWLEDGEMENT

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

on the _____ day of _____, 2022.

By: _____

Signature

Title

Company

NOTICE INVITING BIDS

1. **RECEIPT OF BIDS:** Sealed Bids will be received at the office of the City Clerk of the City of Petaluma located at 11 English Street, Room 4, Petaluma, California, 94952-2610, until 2:00 PM (enter time) on Thursday, February 24, 2022, for the Manor Tank Rehabilitation Project C67501007. Any Bids received after the specified time and date will not be considered. Fax and other electronically transmitted Bids will not be accepted.

2. **OPENING OF BIDS:** The Bids will be publicly opened and read at 2:00 PM (enter time) on Thursday, February 24, 2022 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.

3. **COMPLETION OF WORK:** The WORK must be completed within ninety (90) working days after the commencement date stated in the Notice to Proceed.

4. **DESCRIPTION OF WORK:** The WORK includes Removal and Replacement of existing interior and exterior coatings, replacement of valves, piping, welding of steel reinforcement ring, miscellaneous welding and repairs of steel tank, installation of tank venting, installation of various piping and appurenances including sample tamp and pressure control piping.

5. **SITE OF WORK:** The site of the WORK is located: The steel tank is located at 2805 Manor Lane in the City of Petaluma.

6. **OBTAINING CONTRACT DOCUMENTS:** The Contract Documents are entitled "Manor Tank Rehabilitation City Project No. C67501007."

The Contract Documents may be obtained by 4:00 P.M., Monday through Thursday at the office of Public Work & Utilities, 202 North McDowell Boulevard, Petaluma, California 94954.

If you would like to receive the bid document via the CITY's website, at no cost, please go to:

- <https://cityofpetaluma.org/bid-opportunities-2/>
- Fill out the Plan Holder's form by clicking on the Plan Holder's form link
- Fill in all fields
- Click on the submit button at the end of the form

Submitting the Plan Holder's form on-line automatically puts you on the CITY's Bidders List and you will be notified of any Addendums or information pertaining to the bid by email.

If you would like to purchase bid documents, please call Phone No. 707-778-4585 , Attention: Tiffany Avila, upon payment of \$50.00 (non-refundable) for each set of Contract Documents (including technical specification and accompanying reduced scale drawings). The scale of the reduced drawings is about one-half of the original scale. At the Bidder's request and expense, the Contract Documents may be sent by overnight mail.

- Full-scale drawings are not available.
- If full-scale drawings are available and desired, they may be purchased at

14. **RETAINAGE FROM PAYMENTS:** The CONTRACTOR may elect to receive 100 percent of payments due under the Contract Documents from time to time, without retention of any portion of the payment by the CITY, by depositing securities of equivalent value with the CITY in accordance with the provisions of Section 22300 of the Public Contract Code. Alternatively, the CONTRACTOR may request, and the CITY shall make payment of retentions earned directly to the escrow agent at the expense of CONTRACTOR. At the expense of the CONTRACTOR, the CONTRACTOR may direct the investments of the payments into securities and the CONTRACTOR shall receive the interest earned on the investments upon the same terms as provided in Section 22300 of the Public Contract Code for securities deposited by the CONTRACTOR. The CONTRACTOR shall be responsible for paying all fees for the expenses incurred by the escrow agent in administering the escrow account and all expenses of the CITY. These expenses and payment terms shall be determined by the CITY's Finance Director or his/her designee and the escrow agent. Upon satisfactory completion of the WORK, the CONTRACTOR shall receive from the escrow agent all securities, interest, and payments received by the escrow agent from the CITY, pursuant to the terms of Section 22300 of the Public Contract Code. Such securities, if deposited by the CONTRACTOR, shall be valued by the CITY, whose decision on valuation of the securities shall be final. Securities eligible for investment under this provision shall be limited to those listed in Section 16430 of the Government Code, bank or savings and loan certificates of deposit, interest-bearing demand deposit accounts, standby letters of credit, or any other security mutually agreed to by the CONTRACTOR and the CITY.

15. **PAYMENT BOND:** Pursuant to and in accordance with California Civil Code Section 3247, a payment (labor and materials) bond must be filed if the expenditure for the WORK is in excess of Twenty-Five Thousand Dollars (\$25,000).

16. **PRE-BID CONFERENCE VISITS:** [At least on box below MUST be checked]

Check if no pre-bid conference/site is to be held: _____.

Mandatory pre-bid conference/site visit to be held: Prospective bidders are required to attend a mandatory pre-bid conference/site visit at _____ (*enter time*) on _____, at the _____, offices at _____. Prospective bidders that fail to attend the mandatory pre-bid conference/site visit will be ineligible to bid on the project. Following the conference at City offices, City staff and prospective bidders will meet at the project Site. Transportation to the project site will be the responsibility of prospective bidders. The purposes of the conference/site visit are to discuss the scope of the project and bidding requirements and to acquaint bidders with Site conditions.

No information communicated at the pre-bid conference/site visit may amend the project bidding requirements. Project bidding requirements may only be amended by addenda issued by authorized City officials. Following the pre-bid conference/site visit, prospective bidders may submit detailed technical questions in writing. If warranted, the City may respond to such questions by addenda.

Non-Mandatory pre-bid conference/site visit to be held: Prospective bidders are invited to attend a non-mandatory pre-bid conference/site visit at 8:00 A.M. (*enter time*) on Wednesday, February 9, 2022, at the City of Petaluma's Public Works and Utilities Office, 202 North McDowell Blvd, Petaluma, CA 94954. Following the

**CITY OF PETALUMA
PETALUMA, CALIFORNIA**

CONTRACT DOCUMENTS FOR

**MANOR LANE TANK REHABILITATION
CITY PROJECT NO. C67501007**

(Notice Inviting Bids, Instructions to Bidders, Bid Forms, General Conditions,
Special Provisions, Technical Specifications, Construction Agreement,
Bond Forms, Project Drawings)

CITY OF PETALUMA - SONOMA COUNTY - CALIFORNIA

Questions concerning interpretation of improvement plans, special provisions,
contract documents and bid items shall be directed to:

*Department of Public Works and Utilities
202 N. McDowell Boulevard
Petaluma, CA. 94954
Phone: (707) 778-4546 Fax: (707) 206-6034*

Attention: Dan Herrera

Office Hours: Monday thru Thursday - 8:00 to 5:00 p.m.
Friday – 8:00 to 4:00 p.m.

Bid Opening: February 24, 2022, at 2:00 p.m.