

20 July 2016
EA Project No. 14704.07

TO: Bidders of Record

FROM: EA Engineering, Science, and Technology, Inc. PBC
11202 Racetrack Road, Unit 103
Ocean Pines, MD 21811

RE: Addendum No. 1
Town of Berlin
Hudson Branch and Flower Street Culvert Replacement

TO ALL BIDDERS: This Addendum No. 1 contains modifications to the Contract Documents. This Addendum No. 1 shall supplement, amend, and become part of the Contract Documents and Construction Specifications for the title project and contract.

Except as may be otherwise described, bidding requirements, materials, and workmanship for the work described herein shall conform to all requirements of the original Contract Documents, except as modified using succeeding addenda. The following Addendum to the specifications and drawings is made a part of the project and takes precedence over the section of the specifications, in part, and/or drawings, as originally written, or as modified in succeeding addenda. All bids shall be based on this addendum in accordance with the Bidding Documents.

- Modifications to Contract Documents
- Pre-bid meeting minutes

MODIFICATIONS TO CONTRACT DOCUMENTS AND SPECIFICATIONS

1. Section Instructions to Bidders, 12 Submission of Bids, DELETE “Bids shall be submitted before 2:00 p.m. (EDT) on JULY 20, 2016...” and REPLACE with “Bids shall be submitted before 2:00 p.m. (EDT) on AUGUST 2, 2016...”

**TOWN OF BERLIN
HUDSON BRANCH AND FLOWER STREET CULVERT REPLACEMENT
PRE-BID MEETING MINUTES**

DATE: July 6, 2016
TIME: 11:00 A.M.
LOCATION: Town of Berlin – Town Hall, 10 Williams Street, Berlin MD 21811

Introductions

Owner: Town of Berlin – Town Council
Engineer: EA Engineering, Science and Technology, Inc. PBC

Project Description

The project generally includes items performed by the CONTRACTOR as noted below.

- Traffic control during road closure.
- Installation of erosion and sediment controls
- Demolition and removal of the existing culvert, roadway asphalt and road aggregate, concrete curbing, Concrete Sidewalk, two catch basins, concrete headwall and tree clearing.
- Clearing and grubbing will include the removal of the trees, brush, and rocks, and debris to grade in safe manner.
- Installation of flow bypass system.
- Shoring and bracing of open trench for culvert replacement.
- Placement of a new 35 LF of 3' x 13' pre-cast concrete culvert.
- Installation, backfill, and testing over proposed box culvert.
- Installation of the proposed endwalls.
- Installation of the proposed rock outlet protection.
- Installation of the endwall fencing.
- Installation of aggregates, asphalt, curb and cutter, and sidewalk.
- Installation of topsoil, seed, and mulch for wetlands, temporary, and permanent seeding and stabilization. Turf reinforcement matting as required.

Funding

- Funding for this project is provided by a Community Development Block Grant (CDBG) administered by the United States Department of Housing and Urban Development
- CDBG requirements and wage rates are identified in Section E of the Contract Specifications

Bonds and Bid Form

- Proposal, Performance and Payment Bonds are required.

Bid Due Date

- **August 2, 2016, 2:00PM** (Per Addendum No. 1)
Town of Berlin 10 Williams Street, Berlin MD 21811
- Last day for questions July 27, 2016

Completion Time

- Contract Time will be 60 Calendar Days
- Liquidated damages will be \$1,000 per day.
- Retainage will be 10%, and may be reduced later in the project at the Owner's election.
- Contractor to submit proposed schedule, and update as required.
- Certificate of Substantial Completion will be issued upon final grading
- Contract time will cease to run when Certificate of Substantial Completion is issued
- Claims for weather days must be requested by the 15th of the following month. Detailed back-up must be submitted with the request.

Pay Applications

- Contractor to submit monthly.
- Pay applications to be submitted in EJCDC C-620 format, and shall include detailed back-up and up to date schedule.
- Payment is typically made on an identified date each month

Submittals

- Submittals can be provided electronically to initiate review. Two hard copies of approved shop drawings are required.

Requests for Information

- All RFIs to be in writing or by email, and numbered sequentially.
- Contractor to maintain an RFI log.

Record Drawings

- Maintain red line mark-ups at site at all times.

Erosion and Sediment Control Plan

- To be maintained on site

Progress Meetings

- Biweekly – Contractor shall provide and updated schedule, submittal and RFI log.