ADDENDUM No. 1

RFP No. 19-36

City of Ann Arbor 2020 Engineering Inspection Services

Due: November 20, 2019 at 2:00 P.M. (local time)

The following changes, additions, and/or deletions shall be made to the Request for Proposal for City of Ann Arbor 2020 Engineering Inspection Services, RFP No. 19-36, on which proposals will be received on/or before the date and time listed above.

The information contained herein shall take precedence over the original documents and all previous addenda (if any), and is appended thereto. **This Addendum includes 4 pages.**

The Proposer is to acknowledge receipt of this Addendum No. 1, including all attachments in its Proposal by so indicating in the proposal that the addendum has been received. Proposals submitted without acknowledgement of receipt of this addendum may be considered non-conforming.

The following forms provided within the RFP Document must be included in submitted proposal:

- **Attachment C - Non-Discrimination Declaration of Compliance**
- **Attachment D - Living Wage Declaration of Compliance**
- **Attachment E - Vendor Conflict of Interest Disclosure Form**

Proposals that fail to provide these completed forms listed above upon proposal opening will be rejected as non-responsive and will not be considered for award.

I. CORRECTIONS/ADDITIONS/DELETIONS

Changes to the RFP documents which are outlined below are referenced to a page or Section in which they appear conspicuously. Offerors are to take note in its review of the documents and include these changes as they may affect work or details in other areas not specifically referenced here.

Section/Page(s)	Change
IV, Page 15, Attachment A.5	Provide additional attachment that outlines and defines the expected contents and information that is expected to be in each IDR created by the proposed inspectors.

Comment: The intent with this change is to simply provide additional information to the Offerors in order to assist them in the preparation of their proposal.

IV, Page 15, Attachment A.6	Provide additional attachment that depicts the expectations of a proper quantity sketch to accompany IDRs created by the proposed inspectors.

Offerors are responsible for any conclusions that they may draw from the information contained in the Addendum.

GUIDELINES FOR IDR CONTENT
Capital Improvement Projects
January 2017

Prior to the start of a new project, the project manager and the inspector(s) should meet and review these guidelines and how they specifically apply to the project at hand. This conversation should also include the procedural steps for submitting and generating/ungenerating IDRs, and the review of IDRs.

Minimum information for all IDRs:

1) Date
2) Project Name and File Number
3) Project Limits (as necessary)
4) Inspector(s) Name and time spent on the project site(s) that day.
5) Weather conditions throughout the day; temperature range (High and Low), especially if freezing conditions exist. Note any occurrences of precipitation during the work day.
6) A timeline of activities throughout the day, which would include such items as: time contractor arrived; start and end times of any work activities and/or delays/downtime; and time the contractor left the site.
7) Number of pieces of equipment (and specific description) on-site, either stored and/or being used (e.g. Komatsu PC 400 excavator; Case 580 Extend-a-hoe excavator, etc.) for all Contractors on-site. (Note: utilize the “equipment hours” field in Field Manager to keep track of active and inactive equipment.)
8) Specific number of personnel on-site and their labor description for all Contractors on-site (i.e. laborers, foremen, operators, etc.).
9) Specific location(s) where work was performed, for example: “placed 2NS sand subbase from Rd. Sta. 16+40 to 20+00 (Lt.)”
10) Description of material acceptance testing performed. Provide name of representative(s), company that employs them, and the time they arrived and left the site.

In addition to the basic information above, the following detailed information must also be included, depending on the specific work activities occurring:

1. Descriptions of each pay item that is documented for payment including item number, quantity accepted and posted, detailed limits of payment, and material documentation (signed delivery tickets, etc.) used in completing the work.
2. Legible, dimensioned sketches detailing the work being paid that is not clearly shown on the plan.
3. Description of work performed and its limits including:
    - description of soil conditions encountered during the work;
    - description of groundwater conditions, if any;
    - description of the condition of traffic control devices in place and their suitability for service;
    - special safety precautions utilized by the contractor;
    - description of SESC measures in-place or utilized by the contractor;
    - discussion of unsafe working conditions created by the contractor; discussion of unsafe working practices utilized by the contractor;
    - documentation of direction provided to the contractor;
    - documentation of direction received from the Project Engineer and/or the CES Supervisor;
    - documentation of work performed or direction provided to outside agencies such as city forces, private utility companies, or contractor(s) employed by other agencies;

- documentation of work (or work practices) being performed by the contractor that is contrary to the specifications;
- documentation of damage to existing site features caused by contractor forces; include statement(s) regarding city participation, or lack thereof, in repairs, e.g. damage to trees/tree roots, mailboxes, existing curb and gutter, drive approaches, private utilities (gas, fiber, etc.), or private utility service leads, etc.;
- description/documentation of any unusual site occurrences.

4. Description of information provided, or statements made, by the Contractor that indicate additional payment or time extensions may be sought at a later date. Include any specific responses of which you are aware that were provided to the Contractor in relation to these statements.
5. Description of delays encountered while performing the work or delays or difficulties regarding material deliveries.
6. Description of any unique or noteworthy event that may have occurred on or near the project. For example, a traffic accident that may have occurred within the traffic control of the project; vehicular damage (if you're aware that it occurred); or any other similar occurrence.
7. Individuals that visited the site including their name and role on, or relating to, the project, and a thorough documentation of any interaction with those individuals, including the public.
8. Description of deviations in the proposed work from the approved plans. Also include the name of the person that authorized the deviation.
9. Document that work was performed in accordance with specifications and details (e.g. for storm sewer, note trench width at pipe, trench bedding depth with proper materials, backfilled with proper material in proper lifts; density checked per specs)
10. Document materials such that all material delivered to the site is from the approved source and is accounted for – if placed, approximately how much; if remaining stockpiled, estimate amount. Materials and quantities reported should reflect daily tickets.

<u>Procedure for submitting & reviewing IDRs:</u>

1. IDRs should be completed by the inspector daily (ideally), or at a minimum every 2 days.
2. When submitted, the IDRs should show up as "generated" in Field Manager.
3. Project Managers (PMs) will review IDRs at a minimum interval of twice a week, depending on the schedule worked out between the PM and the inspector.
4. If there are changes to be made, the PMs will review them with the CES.
5. Changes made to an IDR need to be noted in the comment section with a description of the change, the individual making the change, and the date of change made.
6. The CES Supervisor will review disputed changes with the inspector and the PM. This review will be performed in a timely manner so that the material is still fresh in everyone's memory, and is not holding up payments to the contractor.
7. The CES Supervisor will review a sampling of IDRs each week to make sure these guidelines are being followed.

F4 modified curb 93' 4+22 to the east wrapping around the front and back to the west to station 4+52
Aggregate Base 22-A 93'x3' for under the curb x .5'x 140(max density)/2000=9.77 tons
Conc. 93'x.0455 Per lineal foot=4.23 cyds

6" Ramp 5'x6'x.5/27=.56 cyds at station 4+54
5x6=30sft
Detectable Warning 5'

4" Side walk 9.8'x5' at station 4+54. 9.8x5=49 sft
9.8x5x.33/27=.60 cyds

6" Ramp 5'x6'x.5/27=.56 cyds at station 4+54
5x6=30sft
Detectable Warning 5'

Note: a conduit sleeve was installed at this location for future use

6" Ramp 5.8x6.1 at station 4+54
5.8x6.1=35.38 sft. 5.8x6.1x.5/27=.66 cyds
Detectable Warning 5'
Sub base CIP 11.68 cftx130.3/2000=.76 tons of Class II sand compacted.

Station 4+75 6" Ramp 12.25x6.25=76.56sft
12.25x6.25x.5/27=1.42 cyds
Detectable Warning10'
Sub base CIP
12.25x6.25x.33/27=.94 cyds
12.25x6.25x.33x130.3/2000=1.65 tons class II sand

Station 4+56 4" Side walk 25x5=125sft
25x5x.33/27=1.53 cyds
Sub base CIP
25x5x.33x130.3/2000=2.69 tons of Class II sand compacted.
25x5x.33/27=1.53 cyds
Side walk Removal 25'x5'/9=13.89

Note: a conduit sleeve was installed at this location for future use

F4 modified curb 95.75' From Station 4+52 to the east wrapping down to the south on Seventh Street.
Aggregate Base 21AA 95.75x3'x.5'x140(max density)/2000=10.05 tons
10.05+9.77=19.82 tons total of 22-A placed and compacted
Conc. 95.75x.0455 Per lineal foot=4.36 cyds

Station 4+68 4" Side walk 20'x5'=100 sft
20x5x.33/27=1.22 cyds
Subbase CIP
20x5x.33x130.3/2000=2.15 tons of Class II sand compacted 20x5x.33/27=1.22 cyds
Side Walk Removal 20'x5'/9=11.11 syds
13.89+11.11 syds=25 syds total for removal on the day

Sheet totals
Concrete used for 6" ramps
.66+.56+.56+1.42=3.2 cyds
Concrete used for 4" walk
.60+1.53+1.22=3.33cyds
Concrete used for Curb
4.23+4.36=8.59 cyds
Cyds total 8.6+3.33+3.2=15.13 CYDS total used for the day
6" ramp 35.38+30+30+76.56=171.94 sft total on the day
4" walk 49+125+100=274 sft total on the day
Curb and Gutter F4= 95.75+93'=188.75'
Subbase CIP
1.65+2.69+2.15=6.49tons of Class II sand compacted
Aggregate base 22-A
10.05+9.77=19.82 tons total of 22-A placed

CONSTRUCTION KEY	
KEY	DESCRIPTION
CG	CURB AND GUTTER, CONC, DET F4, MODIFIED
DO-M	DRIVEWAY OPENING, CONC, DET M
1	DETECTABLE WARNING SURFACE
2	SIDEWALK RAMP, CONC, 6 INCH
3	SIDEWALK, CONC, 4 INCH
4	SIDEWALK, CONC, 6 INCH
5	INFILTRATION TRENCH
6	SPILLWAY, CONC, MODIFIED
7	MONUMENT BOX OR GATE BOX, ADJ
8	CONDUIT, DB, SCHEDULE 80 PVC, 3 INCH
9	HANDHOLE ASSEMBLY, 17 INCH X 30 INCH
ADJ-B	DR STRUCTURE COVER, ADJ, CASE 1 = MDOT TYPE B CASTING
ADJ-K	DR STRUCTURE COVER, ADJ, CASE 1 = MDOT TYPE K CASTING

Know what's below. Call before you dig. 811

REV.	DESCRIPTION	DATE	DRAWN	CHECKED
GI SUBMITTAL		9/11/17		
FINAL SUBMITTAL		11/17/17		
UPDATED FINAL SUBMITTAL		2/23/18		
PLAN UPDATE		7/5/18		

CITY OF ANN ARBOR
PUBLIC SERVICES
301 EAST HURON STREET
P.O. BOX 8647
ANN ARBOR, MI 48107-8647
734-794-6410
www.a2gov.org

ENGINEERING - PUBLIC SERVICES - CITY OF ANN ARBOR
SCIO CHURCH ROAD IMPROVEMENTS
ROAD PLAN & PROFILE SHEET

SCALE PLAN: 1" = 20' PROFILE 1" = 2'
DRAWING No. 16F0012-14
SHEET No. 14 OF 50

R:\Projects\16F0012\Dwg\Construction Drawings\SH-16F0012-RDPP.dwg Dwg Created: 5-Jul-18 -- _02 standard bw.stb -- Plot Date: 5-Jul-18