

**THE SANITARY BOARD OF THE CITY OF CHARLESTON  
KANAWHA COUNTY, WEST VIRGINIA**

**CONTRACT #16-2  
SHERWOOD FOREST PUMP STATION**

**March 29, 2018**

**ADDENDUM NO. 2**

To whom it may concern:

A mandatory Pre-Bid Meeting was held on Friday, March 23, 2018 at the office of the Sanitary Board of the City of Charleston. The following are clarifications and responses to questions posed by contractors and suppliers regarding the above referenced project.

This Addendum shall become a part of the Contract Documents for the above referenced project. Receipt of this Addendum must be acknowledged in the space provided on the Bid Form, Section C-410 page 1, and on the Certification of Receipt of Addenda, BOR-5.

**A. GENERAL**

1. The Agenda and Sign-In Sheets from the Pre-Bid Meeting are enclosed herewith.
2. City User Fee: A weekly fee of **\$3.00** per employee shall apply for working in the City of Charleston.
3. Per General Note 4 on Sheet 1 of the Drawings, the Contractor shall salvage all existing equipment and provide to Owner at their main facility.

**B. SPECIFICATIONS**

1. Not Applicable

**C. DRAWINGS**

1. **ADD** Sheet L, "Overall Site Layout", to the Contract Drawings.

**D. QUESTIONS AND CLARIFICATIONS**

The following are clarifications and responses to questions posed by Contractors and suppliers regarding the above referenced project.

1. **Question:** Is the City of Charleston, WV B & O Tax applicable to only the prime contractor's total value of the project or do the subcontractors have to

pay the B & O Tax on the total value of their subcontract with the prime contractor as well? In other words is it pyramided?

**Answer:** Based on the Construction Projects Handbook (<http://charlestonwv.gov/sites/default/files/documents/2018-02/constructionHandbook-2018-feb.pdf>) City of Charleston B&O taxes apply to both the Prime Contractor and all Subcontractors.

2. **Question:** The insurance limits requirements as spelled out in the Supplementary Conditions, Section 6.03 are quite high for the general liability insurance at \$3,000,000 per occurrence and a \$3,000,000 aggregate along with an excess liability requirement of \$10,000,000. Section 6.02, paragraph "J" requires that the subcontractors carry the same types of insurance as specified in Section 6.03. Does this mean that they are to carry the same limits as the prime contractor?

**Answer:** No. Insurance limits of Sub-Contractors are not required to be equal to those of the Prime Contractor.

3. **Question:** It appears that flood insurance is required. Is this really necessary considering the location of the pump station?

**Answer:** Flood insurance is not required.

4. **Question:** Will the flow meter be provided by the Contractor?

**Answer:** Yes. The new flow meter shall be included by the Contractor.

5. **Question:** Can the bid opening be delayed a week?

**Answer:** No.

6. **Question:** Do you want a generator instead of a bypass pump?

**Answer:** Yes.

7. **Question:** Where can we place our spoil as we are installing the new pump station? Are we really limited to where we can spoil dirt?

**Answer:** The Owner obtained additional property outside the fence at the pump station site. Prior to beginning construction activities, the Engineer will stake out property corners as well as fence corners.

The DOH has a graveled lot across from the pump station site. The Contractor may coordinate with the DOH to utilize that space. The Contractor shall be responsible for all requirements the DOH imposes to utilize this space.

8. **Question:** Is the power at the site being upgraded? Is the power company going to do any work out there?
- Answer:** The Contractor shall coordinate with the power company to have a new power drop pole set.
9. **Question:** Can the existing wet well being demolished be selectively demolished as opposed to complete removal?
- Answer:** The Contractor shall prepare his bid based on having to completely demolish the existing wet well. Once construction begins, this can be revisited in the field. The Engineer is open to considering allowing some select demo of the existing wet well.
10. **Question:** Can the demolished concrete from the existing valve vault and wet well be used as backfill?
- Answer:** Upon further consideration by the Owner and Engineer, it has been decided that no concrete from the existing structures shall be used as backfill.
11. **Question:** How big is the existing wet well?
- Answer:** As indicated on Sheet 2 of the Drawings, the nominal inside diameter of the existing wet well is ten (10) feet.

Sincerely,

THE THRASHER GROUP, INC.

  
MICHAEL STONE, PE  
Project Engineer

Enclosures



**The Sanitary Board of the City of Charleston**  
**Contract No. 16-2 Sherwood Forest Pump Station**

**Mandatory Pre-Bid Meeting**

**March 23, 2018**

**Introductions:**

Owner – Larry Roller, General Manager  
Tim Haapala, PE, Operations Manager  
Mark Justice, Assistant Operation Manager, Maintenance Division  
Paul Crowder, Superintendent Pump Station Division  
Jim Downey, Engineering Manager  
Jeremy Frye, EI Project Engineer  
Zack Thompson, Project Engineer

Engineers – The Thrasher Group 304-343-7601  
Michael Stone, PE – [mstone@thethrashergroup.com](mailto:mstone@thethrashergroup.com)  
Jeff Ekstrom, PE – [jekstrom@thethrashergroup.com](mailto:jekstrom@thethrashergroup.com)  
Jonathan Carpenter, PE – [jcarpenter@thethrashergroup.com](mailto:jcarpenter@thethrashergroup.com)

**Sign-In Sheet:** Must sign the sheet to bid project.

**Site Visits:** Bidders are required to attend site visit and sign attendance sheet in order to bid project.

**Funding for Project:** The Sanitary Board of the City of Charleston (CSB)

**Bid Date:** April 5, 2018, Sanitary Board of the City of Charleston, 208 26<sup>th</sup> Street, W, Charleston, WV at 10:00 AM

**Bid Packet:** Refer to Bid Packet for all documents required to be submitted with the Bid.

**Outer Envelope (Envelope #1):** Bid Opening Requirements (BOR Checklist): Bid Bond, Certification of Receipt of Addenda, Certification of Non-Segregated Facilities, Certification of Bidder Regarding Equal Employment Opportunity, Drug Free Work Place Affidavit, Certification of WV Jobs Act Compliance, West Virginia Contractor's License, Power of Attorney, Subcontractor Forms, Experience Record, Non-Collusion Affidavit; Envelope #2.

**Inner Envelope (Envelope #2):** Bid Form shall be placed in Envelope #2.

***Please Note: The Owner reserves the right to waive any and all informalities and/or irregularities during bidding.***

**Bid Hold:** 90 Days, Bid Bond Required (5% of Bid)

**Retainage:** Refer to Page SC-14 and Page SC-15, 15.01 Progress Payments.

**Contract Times:** Substantial Completion - 330 days calendar days; Ready for Final Payment – 360 calendar days.

**Charleston B&O Tax:** Shall apply at a rate of 2% (\$2.00/\$100.00).

**City User Fee:** A weekly fee of ~~\$2.50~~ **\$3.00** per employee shall apply for working in the City of Charleston.

**Contractor License:** Must maintain a current West Virginia Contractor's License and City of Charleston Contractor's License. The City of Charleston Contractor's License is not required to be submitted with the Bid but the successful Bidder shall obtain the License prior to the Notice of Award being issued.

**EJCDC Documents:** Version 2013 EJCDC Documents will be used on this Project.

**Permits:** The CSB will obtain the City of Charleston Building Permit and Excavation Permits for this project. The Contractor shall provide all necessary information to the CSB and sign the permit application and permits as required.

Contractor shall contact the West Virginia Department of Environmental Protection Office to obtain a Construction Storm Water Permit for any and all waste sites. The office is located at 601 57<sup>th</sup> St. SE, Charleston, WV 25304 (Telephone No. 301-926-0440).

The Owner has obtained all other required environmental permits necessary for this project. The Contractor shall be responsible for any and all fines. The Contractor shall abide by all National Pollutant Discharge Elimination System (NPDES) requirements set forth under the Construction Storm Water Permit issued by the West Virginia Department of Environmental Protection.

**Working Hours:** Contractor's work schedule limited to 40 hours per week. Contractor may only work in excess of 40 hours with prior arrangements with the owner to cover Owner and Engineer's expenses.

**Subcontracting:** Please refer to Page SC-11, Item 7.06: "The Contractor shall not award Work to the Subcontractor(s) in excess of 50 percent of the Contract price without prior written approval by the Owner. The Contractor shall require all Subcontractors to be licensed, where required, and shall provide license number of all Subcontractors to the Owner."

**West Virginia Jobs Act:** Please refer to Page BOR 10, Certification of WV Jobs Act for requirements, compliance, and information on obtaining waivers.

**Project Sign:** Not required.

**Traffic Control:** Traffic Control will be required for any activities that impact local residents.

**Construction Inspection:** A Resident Project Representative (RPR) will be provided by Thrasher to provide construction oversight.

**Pre-Construction Video:** Performed by Contractor.

**Last Day for Questions:** 3:00 PM Wednesday, March 28, 2018

**Addendum No. 2:** Addendum No. 2 will be issued on March 29, 2018 to include today's Pre-Bid Meeting Agenda, Pre-Bid Meeting sign in sheet, site visit sign in sheet and all clarifications.

**Progress Meetings:** Meetings will be held at the Sanitary Board of the City of Charleston, 208 26<sup>th</sup> Street, W, Charleston, WV. Dates and Times will be determined at the Pre-Construction Meeting.

**Temporary Bypass Pumping:** Review Section 330600 – Temporary Bypass Pumping Paragraph 3.4 Suggested Sequence.

**Commissioning:** Review Section 019100 Commissioning – Attachment A Pre-Commissioning Checklist has been provided and shall be completed and signed by Contractor, Engineer and Owner prior to starting the commissioning process.

**Operation & Maintenance Manuals:** Payment for Bid Item 2 – Pump Station Improvements shall not exceed 50 percent of Bid Price until initial Operation and Maintenance Manuals are submitted to Engineer for review. O&M manuals are due a minimum of thirty (30) days prior to requesting substantial completion inspection and before demonstration, training, and startup. A certificate of substantial completion will not be issued by Engineer until Engineer and Owner have accepted the Operation and Maintenance Manual.

**Engineer's Estimate:** Approximately \$1.2 Million

**Project Description:** Upgrades to the Sherwood Forest Pump Station include the removal and replacement of the pumps, discharge piping, valves, and controls; demolition of existing structures, the installation of a new wet well and valve vault including new concrete tops and access hatches; the installation of an on-site emergency generator; installation of a new jib crane including a new hoist and trolley system; removal and replacement of the flow meter; fence; as well as miscellaneous site improvements and other necessary appurtenances.

**Questions?**



THE SANITARY BOARD OF THE CITY OF CHARLESTON  
KANAWHA COUNTY, WEST VIRGINIA

CONTRACT 16-2 SHERWOOD FOREST PUMP STATION

MANDATORY PRE-BID CONFERENCE

10:00 AM  
March 23, 2018

NAME

REPRESENTING

E-MAIL ADDRESS/PHONE/FAX

Jeremy Foye  
Michael Stone  
Freddie Conn  
JOHN PARSUN  
Richard Smiles  
James Pierson  
TRACE MARION  
Jonathan Wiseman  
Brett Kemerer  
Scott Pierson  
GRAYG RALPHSNYDER  
Tim Haapala

CSB  
Thrasher  
Connhurst LLC.  
ORDERS CONST.  
Fanco, Inc.  
Pipe Plus, Inc.  
GOSWIN PUMPS  
Precision Pump  
Precision Pump  
Pipe Plus, Inc.  
ELITE ELECTRICAL  
CSB

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thaapala@csb-wv.com

NAME

*Jim Downey*

REPRESENTING

*CSB*

E-MAIL ADDRESS/PHONE/FAX

*jdowney@csb-wv.com*

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THE SANITARY BOARD OF THE CITY OF CHARLESTON  
KANAWHA COUNTY, WEST VIRGINIA

CONTRACT 16-2 SHERWOOD FOREST PUMP STATION

MANDATORY SITE VISIT SIGN IN SHEET

10:30 AM  
March 23, 2018

NAME

REPRESENTING

E-MAIL ADDRESS/PHONE/FAX

Freddie Conn

Connhwest llc.

Connhwest@hotmail.com

JOHN PERSUN

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FRANCO TIRE

dlux.smiles@comcast.net

Jonathan Wiseman

Precision Pump

juiceman@ppps.com

Michael Stone

Thrasher

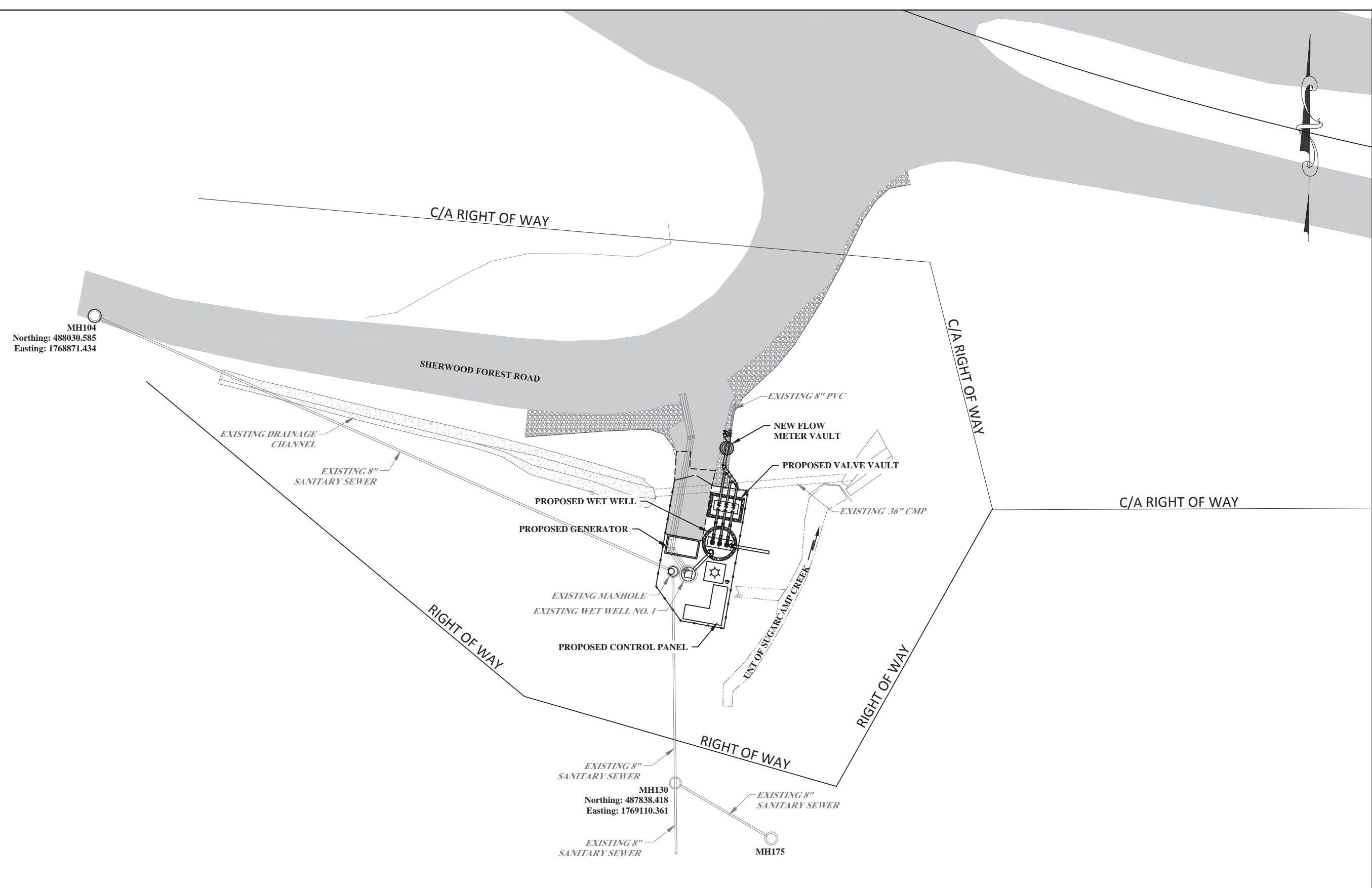
Jonathan Carpenter

Jim Downey

CSB

Jeremy Frye

CAD FILE: R:\020-1523- CSB Sherwood Forest Pump Station\Drawing\02-Layout.dwg  
 PLDT DATE/TIME: 3/27/2018 11:08 AM  
 LAYOUT: NOT NEEDED  
 USER: carrie l. wilkinson



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 Northing: 488030.585  
 Easting: 1768871.434

MH130  
 Northing: 487838.418  
 Easting: 1769110.361

MH175

ADDENDUM NO. 2

NO.	BY	DATE	DESCRIPTION
1	CLW	3/27/18	ADDENDUM NO. 2



SCALE: 1"=5'
DRAWN: C WILKINSON DATE: 1/6/17
CHECKED: J ARMSTRONG DATE: 1/6/17
APPROVED: J ARMSTRONG DATE: 1/6/17
SURVEY DATE:
SURVEY BY:
FIELD BOOK No.:

**THRASHER**  
 300 ASSOCIATION DRIVE  
 CHARLESTON, WV 25311  
 www.thrashereng.com

PHONE (304)-343-7601	FAX (304)-343-7604
PHASE No.	
CONTRACT No.	
16-2	
PROJECT No.	
020-1523	

THE SANITARY BOARD  
 OF THE CITY OF CHARLESTON  
 PUMP STATION IMPROVEMENT PROJECT  
 SHERWOOD FOREST PUMP STATION  
 OVERALL SITE LAYOUT

SHEET No.
L