



# City of Concord, New Hampshire

## PURCHASING DIVISION

COMBINED OPERATIONS & MAINTENANCE FACILITY

311 NORTH STATE STREET

CONCORD, NH 03301

(603) 225-8530 FAX: (603) 230-3656

[www.concordnh.gov](http://www.concordnh.gov)

September 27, 2010

### ADDENDUM NUMBER ONE

B12-11

### ROCKINGHAM STREET SIDEWALK CONSTRUCTION PROJECT

TO ALL FIRMS OF RECORD: This addendum forms a part of and modifies the bidding and contract documents and technical specifications for the project named above. The following changes, additions and clarifications are made to the original Contract Documents:

1. **Pre-Bid Meeting Documents.** The following documents, from the non-mandatory pre-bid meeting held on Friday, September 24, 2010 at 10:00 AM, are provided for your review and records:

- a. Pre-Bid Meeting Agenda;
- b. Pre-Bid Meeting Bidding and Contract Requirements; and
- c. Pre-Bid Meeting Sign-In Sheet.

PLEASE BE ADVISED THAT THE CONTRACTOR MUST ACKNOWLEDGE RECEIPT OF ADDENDUM ONE ON THE BID SHEET SIGNATURE PAGE.

CITY OF CONCORD, NEW HAMPSHIRE

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DOUGLAS B. ROSS  
PURCHASING MANAGER

**CITY OF CONCORD**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
**ENGINEERING DIVISION**

**PRE-BID MEETING AGENDA**

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**DATE:** September 24, 2010  
**TIME:** 1:00 PM  
**SUBJECT:** CIP17 – Rockingham Street Sidewalk Construction  
**LOCATION:** City Hall Annex – Council Chambers

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**1. Introductions**

**2. Contract Requirements**

**3. Scope Of Project**

Rockingham Street Sidewalk Construction  
Broadway Sidewalk Bid Alternative

**4. Special Considerations**

Residential Driveway/Site Access  
Intersection Closures  
Signage

**5. Utilities**

It will be the Contractor's responsibility to coordinate with the following utilities prior to construction.

UNITIL:  
FAIRPOINT COMMUNICATIONS:  
NATIONAL GRID:  
COMCAST:  
CONCORD FIRE:

**6. Environmental Controls**

**a. Dust Ordinance**

The Contractor must control dust at all times during construction.

**b. Noise Ordinance**

Work is allowed from 7 am to 7 pm. (Monday thru Friday – Saturday from 9 am to 7 pm). - **NO CONSTRUCTION WORK ON SUNDAY** -

c. **Vibration**

1) Tone it down, 2) No vibratory rollers, 3) Seismograph at the location of the complaint, 4) If positive, settle with complainant, apply alternative construction methods

7. **Erosion Prevention and Sediment Control**

- a. All erosion control measures must be in place prior to the start of work.
- b. Contractor responsible for ongoing maintenance of erosion controls.

8. **Safety During Construction**

Safety shall be a primary consideration during construction.

a. **Signing and Barricades**

Barricades/fencing left in place at night must be in good order. The Contractor shall check that all barriers be in good condition and are in place and secure before they leave each night.

b. **Staging and Temporary Storage During Construction**

Where? When not in use, equipment shall be stored in the Contractor's staging area. For equipment that cannot be moved easily, provisions will have to be made to assure equipment doesn't provide any risk to vehicular and pedestrian safety.

c. **OSHA**

It is the Contractor's responsibility to meet all OSHA safety requirements during construction. It is not the OWNER responsibility.

9. **Construction Control**

a. **Construction Layout**

Engineering staff will coordinate layout with Contractor.

b. **Pre-Construction Photos**

The Contractor should take a pre-construction video **PRIOR** to any construction activities taking place. A copy of the pre-construction video should be kept by the contractor until well after completion of the project.

c. **City Inspections**

Performed by City staff.

d. **Communication/Coordination**

Communication/Coordination is very important. To ensure all parties are kept in the loop Communications/Coordination issues need to go through the City Inspector.

10. **Final Inspection and Acceptance**

Substantial Completion Inspection, Punch list and As-Built Drawings.

11. **Questions**

**BIDDING AND CONTRACT REQUIREMENTS FOR  
B12-11  
ROCKINGHAM STREET, SIDEWALK CONSTRUCTION  
PROJECT  
NON-MANDATORY PRE-BID MEETING  
FRIDAY SEPTEMBER 24, 2010 AT 1:00 PM**

1. INTRODUCTIONS

2. PLEASE SIGN-IN

A. THIS IS A NON-MANDATORY PRE-BID MEETING, THEREFORE CONTRACTORS NOT IN ATTENDANCE MAY STILL SUBMIT BIDS

B. PLEASE WRITE LEGIBLY

(1) FAX #s AND EMAIL ADDRESSES ARE HELPFUL FOR SENDING ADDENDA

C. A COPY OF THE SIGN-IN SHEET WILL BE PROVIDED TO EACH VENDOR OF RECORD AS PART OF ADDENDUM #1

3. DOES ANYONE NEED A COPY OF THE BID?

A. AVAILABLE FOR A NON-REFUNDABLE FEE OF \$50.00 (PLUS A NON-REFUNDABLE FEE OF \$10.00 TO MAIL)

4. BIDS ARE DUE: FRIDAY, OCTOBER 1 2010 NLT 2:00 PM

A. THEY MAY BE MAILED, OVER-NIGHTED OR HAND DELIVERED TO MY OFFICE

(1) COMBINED OPERATIONS & MAINTENANCE FACILITY, 311 NORTH STATE STREET, CONCORD, NH 03301

B. CAN'T ACCEPT PROPOSALS THAT ARE FAXED OR EMAILED

(1) CAN'T GUARANTEE THEIR CONFIDENTIALITY UNTIL DUE DATE/TIME

C. BIDS WILL BE OPENED PUBLICLY ON OCTOBER 1, 2010 AT 2:00 PM

(1) BIDS WILL BE OPENED IN THE CONFERENCE ROOM AT THE  
COMBINED OPERATIONS & MAINTENANCE FACILITY, 311  
NORTH STATE STREET, CONCORD, NH 03301

5. WHAT EACH VENDOR MUST SUBMIT TO BE CONSIDERED RESPONSIVE:

A. SUBMIT IN ONE ORIGINAL

B. SEE BIDDER'S SUBMISSION CHECKLIST

(1) BID SHEETS

a. BID FORM

b. ITEMIZED BID SHEETS (BASE BID & ADD  
ALTERNATE)

c. BID SUMMARY

(2) ALTERNATE FORM W-9

(3) CITY INDEMNIFICATION AGREEMENT

(4) QUALIFICATION STATEMENT

(5) BID BOND-10% OF YOUR BID PRICE

C. SUCCESSFUL CONTRACTOR MUST SUBMIT, PRIOR TO CONTRACT  
SIGNING:

(1) PAYMENT BOND: 100% OF CONTRACT PRICE

(2) PERFORMANCE BOND: 100% OF CONTRACT PRICE

(3) INSURANCE CERTIFICATE, MEETING THE REQUIRED  
MINIMUM TYPES AND LEVELS OF COVERAGE, NAMING THE  
CITY AS ADDITIONAL INSURED

6. CONTRACT TIME:

A. AWARD: AS SOON AS POSSIBLE

B. CONTRACT SIGNING: NOT LATER THAN 10 CALENDAR DAYS  
FROM NOTICE OF AWARD

C. COMMENCE WORK: NOT LATER THAN 10 CALENDAR DAYS FROM  
THE DATE OF NOTICE TO PROCEED

D. FINAL COMPLETION: NOT LATER THAN JUNE 30, 2011

8. PROGRESS PAYMENTS ARE ALLOWED

A. SUBMIT INVOICES LAST DAY OF MONTH

B. PAYMENT ON 3<sup>RD</sup> FRIDAY OF FOLLOWING MONTH

9. RETAINAGE:

The City shall retain a portion of the progress payments, each month, in accordance with the following procedures:

- A. Until work is 50% complete, as determined by the City, retainage shall be 10% of the monthly payments claimed. The computed amount of retainage shall be deposited in a non-interest bearing account established by the City.
- B. After the work is 50% complete, and provided the Contractor has satisfied the City in quality and timeliness of the work, and provided further that there is no specific cause for withholding additional retainage no further amount shall be withheld.
- C. Upon substantial completion, the amount of retainage shall be reduced to 2% of the total contract price plus an additional retainage based on the City's estimate of the fair value of the punch list items and the cost of completing and/or correcting such items of work, with specified amounts for each incomplete or defective item of work. As these items are completed or corrected, they shall be paid out of the retainage until the entire project is declared completed. The final 2% retainage shall be held, in the non-interest bearing account, during the **two-year warranty period** and released only after the City has accepted the project.

10. LIQUIDATED DAMAGES:

- A. \$800 PLUS ENGINEERING CHARGES PER DAY FOR EACH CALENDAR DAY OF DELAY BEYOND JUNE 30, 2011

11. ENGINEER'S ESTIMATE: \$165,000.

12. QUESTIONS AFTER TODAY SHOULD BE SENT TO ME IN WRITING-EMAIL IS PREFERRED ([dross@concordnh.gov](mailto:dross@concordnh.gov)); (603) 230-3656-Fax..

CITY OF CONCORD  
PURCHASING DIVISION  
NON-MANDATORY PRE-BID SIGN-IN SHEET  
ROCKINGHAM STREET SIDEWALK CONSTRUCTION PROJECT  
BID NO. B12-11 DATE: 9/24/10 TIME: 1:00 PM

ATTENDEES

PRINTED NAME	COMPANY NAME (Representing)	TELEPHONE # (Including area code)	FAX #	E-MAIL
1. Dmg Foss	CITY OF CONCORD - REPRESENTING	(603) 230-3664	(603) 230-3656	dross@concord.nh.gov
Mailing Address: 311 NORTH STATE STREET, CONCORD, NH 03301				
2. John Barnes	Advanced Excavating + paving			
Mailing Address: PO Box 581 Suncook NH 03275 485 5575 Fax 485 5255				
3. Heather Ahearn	DBU Construction	736-9100	736-9101	Heather@DBU-construction.com
Mailing Address: P.O. Box 984 Epsom, NH 03234				
4. Josh Gordon	Gordon Const. Bow N.H.	224-1495	224-3958	
Mailing Address:				
5. Ryan Toste	City of Concord			285-8520 rtoste@concord.com 783-1926
Mailing Address:				
6. MICHAEL BREAS	CITY OF CONCORD			mbreas@concord.com 783-1927
Mailing Address:				
7. ED ROBERGE	CITY OF CONCORD			eroberge@concord.nh.gov 225-8520
Mailing Address:				

ATTENDEES

PRINTED NAME COMPANY NAME TELEPHONE # FAX # E-MAIL  
(Representing) (Including area code)

8. Richard Burbank Hooksett Paving Co Inc (603) 227-6610 (603) 225-5400 Richard@HooksettPaving.com

Mailing Address: Le W. Stearns Ave Hooksett NH 03106

9. \_\_\_\_\_

Mailing Address: \_\_\_\_\_

10. \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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