



City of Concord, New Hampshire

PURCHASING DIVISION

COMBINED OPERATIONS & MAINTENANCE FACILITY

311 NORTH STATE STREET

CONCORD, NH 03301

(603) 230-3664 FAX: (603) 230-3656

www.concordnh.gov/Purchasing

February 28, 2012

ADDENDUM NUMBER ONE

RFP22-12

REGENERATION OF GRANULAR ACTIVATED CARBON OR REPLACEMENT OF GRANULAR ACTIVATED CARBON WITH VIRGIN GRANULAR ACTIVATED CARBON FOR TASTE AND ODOR CONTROL WATER TREATMENT PLANT

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:

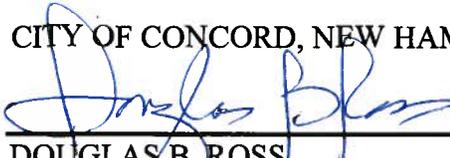
- 1. Pre-Proposal Meeting Sign-In Sheet.** A copy of the sign-in sheet from the non-mandatory pre-proposal meeting held on February 24, 2012 at 11:00 am is attached for your review and records.
- 2. Proposal Due Date and Time.** The proposal due date and time shall be changed from March 9, 2012 no later than 2:00 pm to May 30, 2012 no later than 2:00 pm.
- 3. General Terms and Conditions, Preparation of Proposals, Page 13226-5.** The fourth paragraph shall be changed to read: Unless otherwise stated in the Request for Proposals (RFP), the proposer agrees that the proposal shall be deemed open for acceptance for **one hundred twenty (120) calendar days** subsequent to the due date and time established by the City of Concord.
- 4. Instructions to Proposers, Section 8, Time, Page 13226-18.** The first paragraph shall be changed to read: The scope of work detailed by RFP22-12 and all addenda shall, subject to funding appropriation by the Concord City Council, be done in FY13 which begins on July 1, 2012. The Contractor shall commence to work within ten (10) calendar days of the date of the City's Notice to Proceed and shall complete all work required by RFP22-12 and all addenda within **one hundred eighty (180) calendar days** thereafter. The agreement between the City and the successful proposer may be renewed, by mutual agreement, in any combination of years, for up to five (5) additional years (i.e. through FY18: 7.1.17 – 6.30.18).

5. **Proposal Sheet, Pages 13226-22 through 13226-24.** Replace the original Proposal Sheet with the attached Revised Proposal Sheet.

6. **Notice of Award, Agreement and Notice to Proceed, Pages 13226-29 – 13226-34.** Replace the original Notice of Award, Agreement and Notice to Proceed with the attached Revised Notice of Award, Revised Agreement and Revised Notice to Proceed.

PLEASE BE ADVISED THAT THE PROPOSER MUST ACKNOWLEDGE RECEIPT OF ADDENDUM ONE ON THE PROPOSAL SHEET SIGNATURE PAGE (PAGE 13226-24).

CITY OF CONCORD, NEW HAMPSHIRE



DOUGLAS B. ROSS
PURCHASING MANAGER

CITY OF CONCORD
PURCHASING DIVISION
NON-MANDATORY PRE-PROPOSAL SIGN-IN SHEET
REGENERATION OF GAC OR REPLACEMENT OF GAC WITH VIRGIN GAC FOR TASTE AND ODOR CONTROL-WTP
RFQ NO. RFQ22-12 DATE: 2/24/12 TIME: 11:00 AM

ATTENDEES

PRINTED NAME	COMPANY NAME (Representing)	TELEPHONE # (Including area code)	FAX #	E-MAIL
1. <u>Doug Ross</u>	<u>CITY OF CONCORD - PURCHASING</u>	<u>(603) 230-3664</u>	<u>(603) 230-3656</u>	<u>dross@concordnh.gov</u>
<u>Mailing Address:</u>	<u>311 NORTH STATE STREET, CONCORD, NH 03301</u>			
2. <u>Rodney W Sewall - J.</u>	<u>City of Concord - Water</u>	<u>(603) 225-8696</u>		<u>rsewall@concordnh.gov</u>
<u>Mailing Address:</u>	<u>311 North State Street, Concord, NH 03301</u>			
3. <u>Karen MacGregor</u>	<u>City of Concord - Purchasing</u>	<u>(603) 230-3666</u>	<u>(603) 230-3656</u>	<u>kmacgregor@concordnh.gov</u>
<u>Mailing Address:</u>				
4. _____				
<u>Mailing Address:</u>				
5. _____				
<u>Mailing Address:</u>				
6. _____				
<u>Mailing Address:</u>				
7. _____				
<u>Mailing Address:</u>				




2/24/12

REVISED PROPOSAL SHEET

RFP20-10

REGENERATION OF GRANULAR ACTIVATED CARBON or REPLACEMENT OF GRANULAR ACTIVATED CARBON WITH VIRGIN GRANULAR ACTIVATED CARBON FOR TASTE AND ODOR CONTROL WATER TREATMENT PLANT

THE UNDERSIGNED HEREBY OFFERS TO PROVIDE, DELIVER AND INSTALL REGENERATED ACTIVATED CARBON OR REPLACEMENT OF GRANULAR ACTIVATED CARBON WITH VIRGIN GRANULAR ACTIVATED CARBON (**FILTERSORB 820 OR EQUIVALENT**) FOR TASTE AND ODOR CONTROL IN ONE (1) FILTER UNIT AT THE CITY OF CONCORD WATER TREATMENT PLANT AS DETAILED BY THE TERMS, CONDITIONS AND SPECIFICATIONS CONTAINED IN RFP22-12 FOR THE FOLLOWING NOT-TO-EXCEED PRICES:

Part A:

Unit Price: The unit prices include the cost to remove existing GAC filter media and the installation of new virgin GAC filter media or the cost to remove existing GAC filter media, regenerate and install the regenerated GAC filter media in one (1) filter unit. Unit price shall include all applicable fees, costs and taxes (if any) relating to the project:

1. REMOVAL OF EXISTING GAS FILTER MEDIA AND DELIVERY AND INSTALLATION OF VIRGIN GRANULAR ACTIVATED CARBON:

Price per cubic foot (1 filter unit with dimensions of 19 ft x 23 ft x 20" GAC depth)

_____ DOLLARS
(WRITTEN)

\$ _____
(FIGURES)

Extended Price: Total Lump Sum price (1 filter unit with dimensions of 19 ft x 23 ft x 20" GAC depth)

_____ DOLLARS
(WRITTEN)

\$ _____
(FIGURES)

2. REMOVAL OF EXISTING GAC FILTER MEDIA, REGENERATION OF GAC FILTER MEDIA AND DELIVERY AND INSTALLATION OF REGENERATED GAC FILTER MEDIA:

Price per cubic foot (1 filter unit with dimensions of 19 ft x 23 ft x 20" GAC depth)

_____ DOLLARS
(WRITTEN)

\$ _____
(FIGURES)

Extended Price: Total Lump Sum price (1 filter unit with dimensions of 19 ft x 23 ft x 20" GAC depth)

_____ DOLLARS
(WRITTEN)

\$ _____
(FIGURES)

Part B (Prices for FY14 (7.1.13 – 6.30.14) if the original agreement is renewed/extended, by mutual agreement, with the successful Contractor):

Unit Price: The unit prices include the cost to remove existing GAC filter media and the installation of new virgin GAC filter media in one filter. The existing GAC taken out of this filter shall be sent away, regenerated, returned and installed in one of the other Water Treatment Plant filters (including all costs to bring the carbon amount back up to 728 cubic feet). Unit price shall include all applicable fees, costs and tax (if any) relating to the project:

1. REMOVAL OF EXISTING GAS FILTER MEDIA AND DELIVERY AND INSTALLATION OF VIRGIN GRANULAR ACTIVATED CARBON:

Price Per Cubic Foot _____ DOLLARS
(WRITTEN)

\$ _____
(FIGURES)

2. REMOVAL OF EXISTING GAC FILTER MEDIA, REGENERATION OF GAC FILTER MEDIA AND DELIVERY AND INSTALLATION OF REGENERATED GAC FILTER MEDIA:

Price Per Cubic Foot _____ DOLLARS
(WRITTEN)

\$ _____
(FIGURES)

THE UNDERSIGNED ACKNOWLEDGES:

1. THAT HE/SHE IS AN AUTHORIZED AGENT OF THE VENDOR SUBMITTING THIS PROPOSAL
2. THE RECEIPT OF THE FOLLOWING ADDENDA _____
3. THE FIRM SUBMITTING THIS PROPOSAL HAS NEVER DEFAULTED ON ANY MUNICIPAL, COUNTY, STATE, FEDERAL OR PRIVATE CONTRACT
4. **THE ABILITY TO MEET THE CITY'S TIME REQUIREMENTS (180 CALENDAR DAYS FROM THE DATE OF THE CITY'S NOTICE TO PROCEED) FOR THIS PROJECT.**

COMPANY: _____

SIGNED BY: _____

PRINTED OR TYPED NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____ FAX NUMBER: _____

TOLL FREE NUMBER: _____ E-MAIL: _____

CELL PHONE NUMBER: _____ PAGER: _____

PRIMARY POINT OF CONTACT: _____

PROMPT PAYMENT TERMS AND CONDITIONS: _____

PLEASE FILL OUT, SIGN AND RETURN TO:

The City of Concord
Douglas B. Ross, Purchasing Manager
Combined Operations & Maintenance Facility
311 North State Street
Concord, NH 03301
603-225-8530
603-230-3656 (Fax)
dross@concordnh.gov

Due Date/Time: May 30, 2012 Not Later Than 2:00 PM

REVISED NOTICE OF AWARD

Dated: _____

TO: _____

ADDRESS: _____

CITY PROJECT NO. RFP22-12

PROJECT: REGENERATION OF GRANULAR ACTIVATED CARBON or REPLACEMENT OF GRANULAR ACTIVATED CARBON WITH VIRGIN GRANULAR ACTIVATED CARBON FOR TASTE AND ODOR CONTROL WATER TREATMENT PLANT

CITY CONTRACT NO.: RFP20-10

CONTRACT FOR: REGENERATION OF GRANULAR ACTIVATED CARBON or REPLACEMENT OF GRANULAR ACTIVATED CARBON WITH VIRGIN GRANULAR ACTIVATED CARBON FOR TASTE AND ODOR CONTROL WATER TREATMENT PLANT

You are notified that your Proposal opened on **May 30, 2012** for the above Contract has been considered and accepted for you to furnish, deliver and install **REGENERATED** Granular Activated Carbon or replacement of the GAC with **VIRGIN** GAC in one (1) filter at the CITY'S Water Treatment Plant. All terms, conditions, specifications and prices shall be in accordance with the CITY'S Request for Proposals (RFP22-12 and all addenda) and the CONTRACTOR'S proposal. The Agreement may be renewed, by mutual agreement, in any combination of years, for up to five (5) additional years (i.e. through FY18: 7.1.17 – 6.30.18).

The Contract Price of your contract is not to exceed: _____ Dollars (\$ _____).

One original of the Agreement accompanies this Notice of Award.

You must comply with the following conditions precedent within ten (10) calendar days of the date of this Notice of Award, which is by _____. You must deliver to the CITY:

1. One fully executed counterpart of the Agreement.
2. Your insurance certificate, meeting the minimum required types and levels of coverage, naming the CITY as an additional insured.
3. Separate Payment and Performance Bonds each in the amount of 100% of the contract price.

Failure to comply with these conditions within the time specified will entitle the CITY to consider your proposal abandoned, to annul this Notice of Award and to declare your proposal security bond forfeited.

Within ten (10) calendar days after you comply with these conditions, the **CITY** will return to you one fully signed counterpart of the Agreement, issue a Notice to Proceed and Purchase Order and return your bid bond security.

CITY OF CONCORD, NEW HAMPSHIRE
(CITY)

BY _____
(AUTHORIZED SIGNATURE)

PURCHASING MANAGER
(TITLE)

Copy to GENERAL SERVICES DEPARTMENT, WATER SUPPLY DIVISION

REVISED AGREEMENT

THIS AGREEMENT, made this _____ day of _____ by
and between The City of Concord, New Hampshire, hereinafter called the "CITY" and
_____, doing business as (an individual) or (a partnership)
or (a corporation) or (a limited liability company), hereinafter called the "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The **CONTRACTOR** will commence and provide, deliver and install the **Regenerated** Granular Activated Carbon (Filtersorb 820 or equivalent) or replace the GAC with **Virgin** GAC to **one (1)** of the four filter units at the Concord Water Treatment Plant located at 53 Hutchins Street, Concord, NH 03301. All terms, conditions, specifications and prices shall be in accordance with the **CITY'S** request for Proposals (RFP22-12 and all addenda) and the **CONTRACTOR'S** proposal response opened on May 30, 2012.
2. The **CONTRACTOR** will furnish all of the material, supplies, tools, equipment, labor and other services necessary to provide, deliver and install the **Regenerated** Granular Activated Carbon or replace the GAC with **Virgin** GAC to **one (1)** of the four filter units as detailed by RFP22-12 and all addenda.
3. The **CONTRACTOR** will commence the work required by the **CONTRACT DOCUMENTS** within ten (10) calendar days of the date of the **NOTICE TO PROCEED**. Completion time for the project will be **One-Hundred and Eighty (180) calendar days** thereafter. This Agreement may be renewed, by mutual agreement, in any combination of years, for up to five (5) additional years (i.e. through FY18: 7.1.17 – 6.30.18).
4. The **CONTRACTOR** agrees to perform all of the **WORK** described in the **CONTRACT DOCUMENTS** and comply with the terms therein for the fixed fee for services provided with the cost proposal submitted by the **CONTRACTOR**. The contract price shall be the not-to-exceed price of:

_____ Dollars (\$ _____)

5. The term "**CONTRACT DOCUMENTS**" means and includes the following:
 - (A) REQUEST FOR PROPOSALS RFP22-12
 - (B) RFP22-12 PROPOSAL RESPONSE
 - (C) CITY OF CONCORD REQUIRED CONTRACT FORMS & DOCUMENTS
 1. SPECIFICATIONS EXCEPTION FORM
 2. ALTERNATE FORM W-9

- 3. INDEMNIFICATION AGREEMENT
- 4. INSURANCE CERTIFICATE
- 5. PROPOSAL/BID BOND
- 6. PAYMENT BOND
- 7. PERFORMANCE BOND
- (F) LETTER OF AWARD DATED _____
- (D) NOTICE OF AWARD DATED _____
- (E) AGREEMENT
- (F) NOTICE TO PROCEED
- (G) ADDENDA NO. _____, DATED _____.
- (H) CITY PURCHASE ORDER

The contract between the **CITY** and the **CONTRACTOR** shall consist of (1) the Request for Proposals (RFP) documents and any amendments there to and (2) the **CONTRACTOR'S** proposal. In the event of a conflict in language between documents (1) and (2) referenced above, the provisions and requirements set forth and referenced in the RFP documents shall govern. However, the **CITY** reserves the right to clarify any contractual relationship in writing with the concurrence of the **CONTRACTOR** and such written clarification shall govern in case of conflict with the applicable requirements contained in the RFP documents and the **CONTRACTOR'S** proposal. In all other matters, not affected by written clarification, if any, the RFP documents shall govern.

- 6. The **CITY** will pay the **CONTRACTOR** in the manner and at such times as set forth in the General Terms and Conditions such amounts as required by the **CONTRACT DOCUMENTS**.
- 7. This Agreement shall be binding upon all parties hereto and their respective heirs, Executors, administrators, successors and assigns.

IN WITNESS HEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in one (1) original.

CITY:
CITY OF CONCORD, NEW HAMPSHIRE

BY _____

Name/Title: Douglas B. Ross, Purchasing Manager

(SEAL)

ATTEST:

Name _____

Title _____

CONTRACTOR:

By _____

Name _____
(Please Type)

Address _____

(SEAL)

ATTEST:

Name _____
(Please Type)

REVISED NOTICE TO PROCEED

Dated: _____

TO: _____

ADDRESS: _____

CITY PROJECT NO. RFP22-12

PROJECT: REGENERATION OF GRANULAR ACTIVATED CARBON or REPLACEMENT OF GRANULAR ACTIVATED CARBON WITH VIRGIN GRANULAR ACTIVATED CARBON FOR TASTE AND ODOR CONTROL WATER TREATMENT PLANT

CITY CONTRACT NO.: RFP20-10

CONTRACT FOR: REGENERATION OF GRANULAR ACTIVATED CARBON or REPLACEMENT OF GRANULAR ACTIVATED CARBON WITH VIRGIN GRANULAR ACTIVATED CARBON FOR TASTE AND ODOR CONTROL WATER TREATMENT PLANT

(Name of Contractor)

You are notified that you are to begin performing your responsibilities detailed by the Contract Documents within ten (10) calendar days of the date of this Notice to Proceed. By that date, you are to start performing your obligations under the Contract Documents. In accordance with the Agreement, the date of completion for this contract shall be no later than **one hundred eighty (180) calendar days** thereafter. The Agreement may be renewed, by mutual agreement, in any combination of years, for up to five (5) additional years (i.e. through FY18: 7.1.17 – 6.30.18).

Before you may start any Work the General Terms and Conditions provides that you must deliver to the CITY:

1. Certificates of insurance, naming the CITY as additional insured, which you are required to purchase and maintain in accordance with the Contract Documents.
2. Separate Payment and Performance Bonds each in the amount of 100% of the contract price.

CITY OF CONCORD, NEW HAMPSHIRE
(CITY)

BY

(AUTHORIZED SIGNATURE)

PURCHASING MANAGER
(TITLE)

Copy to GENERAL SERVICES DEPARTMENT, WATER SUPPLY DIVISION