

February 8, 2021

TOWN OF MANCHESTER BY THE SEA

DOCUMENTS AND SPECIFICATIONS FOR THE CONSTRUCTION OF THE
RETURN ACTIVATED SLUDGE PUMPS AND GRIT CLASSIFIER REPLACEMENT

CONTRACT NO. 1

ADDENDUM NO. 2



The following additions and/or alterations to the plans and specifications for the above-referenced contract are to be incorporated into all general bids for the proposed work.

Inclusion of this Addendum must be acknowledged by inserting the addendum number and date on Page 00300-1 of the specification section entitled "FORM FOR GENERAL BID". Failure to acknowledge any and all addenda in the above specified specification section may be cause for rejection of the bid by the OWNER on the grounds that it is not responsive to the "INSTRUCTIONS TO BIDDERS."

Please note that mandatory attendance for the pre-bid meeting has been waived by the Town of Manchester-by-the-Sea as a requirement for bid submittal.

The pre-bid meeting was opened at 1:00 pm in the Manchester-by-the-Sea Wastewater Treatment Facility (WWTF). Representing the Town was Nathan Desrosiers, Town Engineer, Robert Willwerth, WWTF operator and Barry Pociask from Tata & Howard, Inc. Mr. Pociask opened the meeting and explained the scope of the project and project award process. Mr. Pociask asked if the attendees had any technical questions. See below for Bidder Questions and Answers. Mr. Pociask suggested that anyone that had additional questions after the meeting could e-mail Tata & Howard, Inc. up to five business days prior to the date for opening the bids. A written addenda will be issued on or before February 8, 2021. Pre-bid meeting minutes and attendance sheet are attached.

Attendees of mandatory pre-bid meeting:

- Weston & Sampson CMR, Inc.
- Ardent Group, Inc.
- N. Granese & Sons, Inc.

Bidder Questions

Q: Who is responsible for the equipment startup?

A: The contractor shall be responsible. Reference Specification Section 11211 CENTRIFUGAL PUMPS, Paragraph 1.06 and 3.05 for RAS Pump Startup and Specification Section 11650 GRIT CLASSIFIER, Paragraph 1.06 and 3.06 for the Grit Classifier Startup.

Q: What will access be for the RAS pumps?

A: Contractor will have access to the stairwell leading to the RAS pump room and the 2-ton hoist in the pump room.

Q: Is there a cut sheet for the grit classifier?

A: Yes, the cut sheet is located in Appendix C of the contract documents.

Q: What will the procedure be for shutdowns?

A: All equipment shutdowns shall be coordinated with Wastewater Department Operations. Valves shall only be operated by the MBTS Wastewater Operators.

Q: What will the procedure be for bid drop offs.

A: Bids may be dropped off at the Town Hall. Upon arrival, contact the DPW at (978)526-1242. DPW staff will meet the Contractor at the parking lot side door to pick up and stamp the delivery time of the bid.

Specifications

1. Reference Specification Section 00100 INSTRUCTION TO BIDDERS, Replace Part 5.01 with the following:

- 5.01 There will be a pre-bid conference for this Contract. The conference will be held at 1:00 PM on Thursday, January 28, 2021 at the WWTF located behind Town Hall.

Drawings

1. Reference Appendix A, Figure No. 7 – Utility/Electric Room Schematic Diagram, Replace Note No. 1 with the following:

“Conduit and conductors shall be replaced back to the motor control center for the new grit screw.”

TOWN OF MANCHESTER BY THE SEA
DEPARTMENT OF PUBLIC WORKS
RETURN ACTICATED SLUDGE PUMPS AND GRIT CLASSIFIER REPLACEMENT
CONTRACT No. 1
PRE-BID MEETING MINUTES
January 28, 2021 @ 1:00 p.m. – 1:30 pm

1. Introductions

Town on Manchester By The Sea Department of Public Works
Nate Desrosiers – Manchester by The Sea DPW
Robert Willwerth - Manchester By The Sea WWTF Operations
Tata & Howard, Inc.
Barry Pociask - Tata & Howard CM

2. Project Overview

Work of Contract

- Remove existing grit classifier and install Owner supplied grit classifier.
- Remove existing RAS pumps, furnish, and install (3) new RAS pumps.
- All piping, electrical, SCADA, concrete work associated with grit classifier & RAS pumps.
- Removal and disposal of the existing equipment being replaced along with appurtenances.
- Allowance for additional items not identified in the amount of \$15,000-

Time for Completion

- a. Substantial completion 60 calendar days for grit classifier.
- b. Substantial completion 120 days for RAS pumps.
- c. Liquidated Damages: \$1,300-/day

Contract Documents may be examined at the following locations.

- a. Town of Manchester by the Sea
10 Central Street
Manchester by the Sea, Massachusetts 01944
- b. Tata & Howard, Inc.
67 Forest Street
Marlborough, Massachusetts, 01752
Obtained electronically by contacting Allison Shivers at ashivers@tataandhoward.com

Operational Considerations

- a. Safety
- b. Working hours/holidays: Daily working hours 7:00 am-3:30 pm**
- c. RAS pumps shall be on site prior to taking a pump out of service. Only one pump at a time will be allowed to be out of service while the remaining two pumps must remain operational.

Permits

- a. Permits from Building Department to be obtained by Contractor.

Special Circumstances

- a. Contractor must take additional precautions to follow all Town and State guidelines on COVID-19 safety measures. Cost to implement these precautions should be factored into the bid.

Payments

- a. Monthly
- b. Retainage, 5%

3. Prevailing Wage

Massachusetts Prevailing Wage Requirements

4. Bidding

Bid Opening – Thursday February 11, 2021 at 1:00 pm:

Addenda Questions

- a. Submit to Tata and Howard, Inc. attention Allison Shivers at ashivers@tataandhoward.com.
- b. Questions on the interpretation of the Bid Documents need to be submitted five business days prior to the date for opening the bids.
- c. A written Addenda will be forwarded to the plans holder list and posted to the Town's website on or before February 8, 2021.

Sales Tax - Owner is exempt from Commonwealth of Massachusetts Sales and Use Taxes.

Owner will provide a certificate of exemption number. Bidders shall take this exemption into account in preparing their bid.

Bid Bond Requirements

- a. Bid Security to be 5% of Bidder's total bid amount.
- b. Performance Bond in the amount of 100% of contract price.
- c. Labor and Materials Payment Bond in the amount of 100% of contract price.

5. Questions/Comments

- **Referring to Appendix A, Figure No. 7, Note no. 1 instead of reusing existing 480 Volt conductors for the new grit screw the conduit and conductors shall be replaced back to the motor control center.**
- **Who is responsible for the equipment startup? The contractor shall be responsible. Refer to SS 11211, 1.06, 3.05 for the RAS pumps and SS 11650, 1.06, 3.06 for the grit classifier.**
- **Contractor will have access to the stairwell leading to the RAS pump room and the 2-ton hoist in the pump room.**
- **Is there a cut sheet for the classifier? Yes, it is located in Appendix C of the specification document.**
- **All equipment shutdowns shall be coordinated with Wastewater Department Operations. Valves shall only be operated by the Wastewater Operators.**
- **Bids may be dropped off at the Town Hall by when arriving contacting the DPW at (978) 526-1242. DPW staff will meet the Contractor at the parking lot side door to pick up and stamp the delivery time of the bid.**

PREBID MEETING SIGN-IN SHEET
 MANCHESTER BY THE SEA, MA
 RAS Pumps, Grit Classifier Replacement
 JANUARY 28, 2021 - 1:00 PM

| Name (Printed) | Affiliation | Phone Number | Email Address |
|-------------------|----------------|----------------|----------------------------|
| Barry Pociask | Tata & Howard | (660) 690-0176 | bpociask@tataandhoward.com |
| Graham Hines | Weston Sampson | 978-979-9352 | hinesg@wseinc.com |
| FELICIA GERARDI | WESTON | 781-249-6081 | gerardif@wseinc.com |
| ROSEAN DORSET | ADPENT | 617/699-7513 | P.DORSET@ADPENT.COM |
| ROBERT WILLOWRETH | MWWTP | 978 526 4642 | WILLOWRETH@MANCHESTERMA.US |
| Nate Desrosiers | MBTS | | |
| Bryan Grace | NGHS | 781 5706013 | bfgreze@nggrse.com |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |