

May 17, 2021

TOWN OF MANCHESTER-BY-THE-SEA

DOCUMENTS AND SPECIFICATIONS

FOR THE CONSTRUCTION OF THE

CHEMICAL FEED SYSTEMS UPGRADE

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 "BID 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."

The pre-bid meeting was opened on May 11, 2021 at 10:00 am in the Manchester-by-the-Sea Water Treatment Facility (WTF). Representing the Town was Benjamin Patten, WTF operator and Barry Pociask from Tata & Howard, Inc. Mr. Pociask opened the meeting and explained the scope of the project and project award process. A site walk of the chemical feed systems at the WTF as well as the Lincoln Street Pump Station followed. 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.

Attendees of the pre-bid meeting:

- Scherbon Consolidated Inc.
- Weston & Sampson CMR, Inc.
- Ardent Group, Inc.

The following revisions and/or additions shall be made to the Contract Documents:

Drawings

1. Reference Figure No. 1 – Zinc Phosphate Feed Schematic, delete General Note 3. Furnish and installation of CTI Control Panels will not be required.

Bidder Questions

Q: Will a DCAMM certification in either Mechanical System or Sewage & Water Treatment Plants be required since the project estimate is under the \$150k threshold for DCAMM certification requirements.

A: Yes, a DCAMM Certificate of Eligibility for either Mechanical Systems or Water Treatment Plans will be required to be submitted with the bid as stated in Specification Section 00300 Bid Form for General Bid.

END OF ADDENDUM NO. 2

TOWN OF MANCHESTER BY THE SEA
DEPARTMENT OF PUBLIC WORKS
CHEMICAL FEED SYSTEMS UPGRADE
CONTRACT No. 1
PRE-BID MEETING MINUTES
May 11, 2021 10:00 AM – 10:30 AM

1. Introductions

Town of Manchester by the Sea Department of Public Works
Charles Dam – Manchester by the Sea DPW
Nate Desrosiers – Manchester by the Sea DPW
Benjamin Patten - Manchester by the Sea WTF Operations (Woodard & Curran)
Tata & Howard, Inc.
Barry Pociask - Tata & Howard, Inc.

2. Project Overview

Work of Contract

- Replacement of Polymer system and Zinc Phosphate system in the WTF.
- Replacement of Sodium Hypochlorite and Sodium Hydroxide system at Lincoln Street Well Pump Station.
- Recoating of Sodium Hypochlorite & Sodium Hydroxide containment areas at the Lincoln Street Well Pump Station.

Time for Completion

- a. Substantial completion – 120 consecutive calendar days.
- b. Full completion - 150 consecutive calendar days.
- 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 Kasey Kenyon, kkenyon@tataandhoward.com

Operational Considerations

- a. Safety
- b. Working hours/holidays: Daily working hours 7:00 am-3:30 pm.
- c. Access to site to be coordinated through the Town.

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 May 20, 2021 at 1:00 pm:

Addenda Questions

- a. Submit to Tata and Howard, Inc. attention Kasey Kenyon, kkenyon@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 May 17, 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

Ardent Group representative mentioned there is a note on drawing (Figure No.1) which calls for two CTI control panels to be furnished and installed on existing Unistrut Systems for the zinc phosphate chemical feed system and asked if they were still required to be included in the scope of work. The Head Operator at the facility noted they were not required and the power and control wiring for the pumps shall be wired back into the existing control panel located outside the containment area.

PREBID MEETING SIGN-IN SHEET
MANCHESTER BY THE SEA, MA
Chemical Feed Systems Upgrade
May 11, 2021 - 10:00 AM

Name (Printed)	Affiliation	Phone Number	Email Address
BARRY ROERASK	Tate & Howard	(603) 90-0176	broerask@tateandhoward.com
Joe Withs	Scherbon Cons.	978-992-7134	joewiths@scheron.com
Rob Vallance	Scherbon Cons.	978-992-7344	rob.vallance@scheron.com
Graham Hines	Weston + Sumpkin	978-572-1900	hinesg@wsinc.com
Bill ELLI	WESTON + SAMPKIN	978-532-1900	elli@wsinc.com
Brian DeNovellis	Weston + Sumpkin	781-670-6952	denovellis.brian@wsinc.com
Jason Dorsett	Ardent Group	781-929-7113	jason.dorsett@ardentgroupinc.com