



CITY OF ALBANY
Public Works Department

ADDENDUM #1

ST-20-01, Ninth Avenue Street Improvements

In order to clarify the intent of the Specifications and Drawings, the following provisions are provided and shall be considered part of the contract documents.

In order to ensure that all bidders are aware of these provisions, each bidder shall sign this addendum below and attach it to the proposal.

IMPORTANT: Failure to include a signed Addendum could result in the disqualification of your bid.

NEW BID SUBMITTAL PROCESS

SEE ADDENDUM #2 FOR CHANGES TO THIS SECTION

City Hall will be open to the public by appointment only starting at 8:00 a.m. on Thursday, March 19, 2020. This temporary policy is in response to the COVID-19 virus and efforts to protect City employees and the public.

Contractors will still be able to submit bids using one of the following procedures.

Bid Submittal Option 1 – Electronic:

- Email all submittal documents listed on the **BIDDER'S SUBMITTAL CHECKLIST** found on page 2 of the Contract Documents to pw.quotes@cityofalbany.net by 2:00 p.m., Tuesday, March 31, 2020. A scanned copy of a bid bond is acceptable for the purposes of the bid opening. Original bid bonds must be submitted to City Hall by 10:00 a.m., Wednesday, April 1, 2020. Contractor must call 541-917-7676 to make an appointment to submit the original bid bond.
 - The body of the email shall plainly identify: (1) the project name, (2) the bid opening time and date, (3) the bidder's name, and (4) the contractor's license number.
 - Contractor shall be responsible for calling 541-917-7676 to confirm the City has received the bid.
- The bid opening may be delayed a few minutes to allow city staff time to open emails and print the electronically submitted bids.
- Email First-Tier Subcontractor Disclosure form to pw.quotes@cityofalbany.net by 4:00 p.m., Tuesday, March 31, 2020.
 - Contractor shall be responsible for calling 541-917-7676 to confirm the City has received the First-Tier Subcontractor Disclosure form.

Bid Submittal Option 2 - Appointment:

- An appointment must be made to enter City Hall to submit a hard copy bid. Call 541-917-7676 to make an appointment. Hard copy bids must be received by 2:00 p.m., Tuesday, March 31, 2020.
- An appointment must be made to enter City Hall to submit a hardcopy First-Tier Subcontractor Disclosure form. Call 541-917-7676 to make an appointment. Hardcopy First-Tier Subcontractor Disclosure forms must be received by 4:00 p.m., Tuesday, March 31, 2020.

NEW BID OPENING PROCESS

An in-person bid meeting will not be held at City Hall at the time of the bid opening. Instead, Contractors may participate in a Meet-Me conference call at 2:00 p.m., Tuesday, March 31, 2020, to listen to the bids being read.

Call 541-791-0127 to participate in the Meet-Me conference call for the bid opening.

As per usual, bid results will be posted on the City’s website.

CONSTRUCTION DRAWINGS

Replace Sheet 5 in the Construction Drawings with the new sheet posted separately as “06 Addendum 1 – Construction Drawings.” A summary of changes made to each sheet is provided below.

- Sheet No. 5: Changed invert elevations in Storm Drain Curb Inlet #8 and #9.

GENERAL REQUIREMENTS AND TECHNICAL SPECIFICATIONS

I-21. MINIMUM WATER LINE COVER REQUIREMENT

Replace the existing text of this section with the following new text:

Except where shown and specified otherwise on the Construction Drawings, all new main line water pipe work shall have three-and-a-half feet of minimum cover from the existing roadway surface grade to the top of the new line. Except where shown and specified otherwise on the Construction Drawings, all new water service work shall have three feet of minimum cover from the existing roadway surface grade to the top of the new line. Depending on the depth of existing utilities and other requirements, new water pipe work may require a deeper bury to maintain minimum cover.

Contractor’s Signature

Date

Company Name *(please type or print)*