



# CITY OF SAN ANTONIO

P.O. Box 839966  
San Antonio, Texas 78283-3966

## ADDENDUM 1

**SUBJECT:** Formal Invitation Bid (IFB) For Task Order Contract – Manhole/Valve Box Adjustments

Dated April 22, 2011

**DATE: April 28, 2011**

Addendum No. 1 includes the following:

1. Pre bid meeting minutes
  - a. Quick introduction of attendees
  - b. First year for this program
  - c. Jeremy Doege and CoSA Project Manager Edward Solano described the proposed scope of work
  - d. Locations will vary throughout the City and may or may not be involved with street maintenance projects
  - e. Flatwork construction may include: curb and sidewalk removal and replacement
    - i. Use City of San Antonio standard details
  - f. Miscellaneous work to include:
    - i. CoSA, CPSEnergy, AT&T and SAWS Manhole and valve box adjustments
    - ii. Concrete collars
    - iii. Minor asphalt repair
    - iv. Topsoil and sodding
  - g. No direct payment for the following items: Mobilization, Insurance & Bond, Preparing Right-of-Way, Barricades, Signs and Traffic Handling, and Temporary Erosion, SWPPP
    - i. Police officer support may be required as part of the traffic control support for some locations
  - h. Contractor shall follow MUTCD standards for traffic control
  - i. COSA Traffic Engineering will determine final working restrictions
    - i. Some projects may have time restraints due to school zones
  - j. Invoice through COSA web portal
  - k. The quantities and the entire bid amount for this contract are not guaranteed
  - l. Contractor must pull COSA ROW permits for each project location (fees will be waived)
  - m. Contract duration is for 475 calendar days
  - n. Bids due Tuesday, May 10, 2011 @ 2:00 p.m.
2. SBEDA Guidelines
  - a. Goal Setting Committee has set a 4% SBE subcontracting goal
  - b. Prime contractors are required to complete and submit a subcontractor/supplier utilization plan form with their bid response.

- c. Contractors can have contact with SBEDA throughout the bid period.
- d. SBEDA staff can assist contractors by expediting certification through the South Central Texas Regional Certification Agency
- e. A contractor may request, for good cause, a full or partial waiver fully documenting subcontracting unavailability despite the contractor's good faith efforts. Good faith efforts must be exhibited and documented with a waiver form submitted at the time of bid response. If a contractor's waiver is denied, the contractor's bid will be deemed non-responsive.
- f. A contractor may request, for good cause, an Exception to the application of the SBEDA Program and the subcontracting goal by completing and submitting an Exception form at the time of bid response. If a contractor's Exception request is denied, the contractor's bid will be deemed non-responsive.
- g. Certified SBE firms must be headquartered or demonstrate significant business presence within the San Antonio Metropolitan Statistical Area (SAMSA) - Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina and Wilson - in order to count toward the SBE subcontracting goal.

3. Labor Compliance

- a. Pay rates must comply with Heavy Highway guidelines based on the Davis-Bacon Wage Determination
- b. CPR may be submitted by sub or prime contractor
- c. Overtime Rates apply for this contract (anything in excess of 40 hours)
- d. Holiday rates apply
  - i. Employee must get holiday off or must be paid time and a half for every holiday hour worked
- e. \$60/day penalty to prime contractor for any employee not getting paid based on heavy highway rates (per occurrence)
- f. \$10/day penalty to prime contractor for any employee not receiving time and a half or day off for holidays (per occurrence)
- g. Wage and labor laws must be posted on job site (English and Spanish) and can be found on the City website

4. Submittal documents

- a. Forms: 010, 020, 025, 030, Bid Bond, Subcontractor/Supplier Utilization Plan, Addenda and Addenda Acknowledgement form

5. Contractor Questions

- a. Contractor questions must be directed to Vilma Sessoms only
  - i. Questions accepted up to 11 AM on Monday, May 1, 2011

End of Addendum

**\*\*NOTE ADDENDUM ACKNOWLEDGEMENT FORM IS REQUIRED TO BE RETURNED WITH THE BID PACKAGE\*\***