



CITY OF BATTLE CREEK

ADDENDUM # 2

IFB# 2018-069B

TITLE: Sewer & Televising

ADDENDUM ISSUED: March 23, 2018

***NOTE!* City Hall now has Security on the 1st floor. Please allow extra time to get through Security when dropping off your bid.**

The following questions were asked, and the answer are hereby incorporated as a material part of the contract:

What is the completion date for each year? The completion date each year will be December 1.

Will water for cleaning be supplied to the contractor and no cost or will there be a charge? There will be a charge for water use. Attached is a Special Provision related to this.

When the contractor dumps sewer debris at city owned facility, will there be a charge or just keep track of volume? No charge for decanting at the WWTP, just keep track of volume.

Will dye testing be required as noted on page 22, item 13? If so, can you specify how many locations this will be needed for so that costs can be calculated? Dye testing will not be required. The City will do this through our crew, if needed, though it's unlikely to be needed.

The bid due date and time remains the same.

This addendum must be acknowledged or your bid may be deemed non-responsive.

**CITY OF BATTLE CREEK
SPECIAL PROVISIONS
FOR
FIRE HYDRANT USE PERMIT**

1 of 3

krt/City of Battle Creek

1/25/18

DESCRIPTION

A "Fire Hydrant Use Permit" is required for the withdrawal of hydrant water for all purposes other than fire or emergency per City of Battle Creek Ordinance 1040.13. A permit application is included with this Special Provision. Fees for the permit will include a security deposit, ready-to-serve, and consumption at 1.5 the current city commodity rate as defined by Fee Bond and Insurance Schedule located at the following link:

<http://www.battlecreekmi.gov/DocumentCenter/View/81>

MEASUREMENT AND PAYMENT

There is no separate payment for costs involved in obtaining a Fire Hydrant Use Permit or for the water used. The Contractor is responsible for all costs stated on the attached permit. Payment is considered included in the contract unit prices bid for other contract items.

Fire Hydrant Use Permit | 2018

Date Permit Issued at Water Billing	Permit/Account No.
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Permit/Account Issued To: <i>(Company&Representative)</i>	Phone Numbers:
Billing Address:	
City/State	
Permit Valid From: To:	Location of Hydrant to be Used

This permit authorizes the use of the City of Battle Creek fire hydrant for the conditions set forth below:

1. A deposit, as defined in the *Fee Bond and Insurance Schedule*, will be paid in advance of installing the hydrant meter set.
2. The ready-to-serve fee will be billed as defined in the *Fee Bond and Insurance Schedule*.
3. Charges for water consumption shall be as defined in the *Fee Bond and Insurance Schedule*.
4. Permit shall be in the possession of the user at any time water is withdrawn from the hydrant and be shown upon request by the City.
5. Customer shall comply with the requirements set forth in the City of Battle Creek Code of ordinance, section 1040.13
6. Customer shall comply with the requirements set forth in the most current edition of the Rules and Regulations of the Commission of the City of Battle Creek, governing water service by the Water Division of the Department of Public Works.
7. Customer is fully responsible for any damage or loss to the hydrant, and/or the hydrant meter set. All charges shall be based on a time and materials for repair of the hydrant or meter set. If replacement is necessary, either due to damage or loss, replacement costs shall be established through competitive vendor bidding by the City of Battle Creek. Replacement costs in excess of deposit amount will be invoiced to permit holder.
8. The Metering Equipment Setting Fee will be deducted from the deposit upon removal of the hydrant meter.

The *Fee Bond and Insurance Schedule* related to Permitted Hydrant Use is available upon request and at the following link on the City of Battle Creek website.

<http://www.battlecreekmi.gov/DocumentCenter/View/81>

Meter Set Information	
Meter Manufacturer	Meter Number
RPZ Manufacturer	RPZ Number
Hydrant Meter Set Number	Beginning Read

Water Billing Information	
Deposit Received by:	<input type="checkbox"/> CASH <input type="checkbox"/> CHECK
Work Order Number for Meter Set Installation	#

Signature of Company Representative: _____
 Date: _____

Hydrant Meter Process:

1. Fire Hydrant Use applicant contacts the Water Division at the Department of Public Works at 269.966.3506 for preliminary approval and to determine availability of hydrant location, and hydrant meter set equipment.
2. Water Division supplies hydrant meter set equipment and hydrant location information to Water Billing via e-mail. The Fire Hydrant Use applicant will be referred to the Water Billing/Finance Department at City Hall, 10 N. Division, Battle Creek, MI for additional processing.
3. Applicant pays the deposit and completes the City of Battle Creek Utility Service Application at the Water Billing/Finance Department at City Hall to establish a water account for the defined meter set. The Water Billing/Finance Department will create an account to record the applied receipts from the permit deposit and facilitate monthly billing. The Water Billing/Finance Department will create a Work Order directing the Water Division to install the hydrant meter set at the location defined on this permit.
4. The Water Department shall install the meter to the hydrant and retain a copy of the work order and permit until the hydrant meter usage is complete. Customer shall keep a copy of the permit as proof of authorized use of meter set.
5. The Water Department may inspect the water truck or tank for air gap or backflow preventer at any time during the duration of this permit.
6. The Water Department will read the meter on the hydrant every month. The Water Billing/Finance Department will bill the account holder on a monthly basis and payment will be as directed for all water accounts within the City of Battle Creek. Past due accounts will be subject to the delinquent collection process defined in the City of Battle Creek code of ordinances.
7. Upon notice from the Customer to the Water Billing/Finance Department that the water use has been completed, a work order for removal of the equipment will be sent to the Water Division. Water Division staff will remove the meter set and inspect the hydrant. Customer will be held responsible for any damage or loss of meter and repairs to hydrant if needed. The work order with the final read will be returned to the Water Billing/Finance Department for completion of Section 4 of the permit. The Water Billing/Finance Department shall issue either a refund of portions of the deposit, or invoice for any amount exceeding the deposit paid.