



DBS&A
Daniel B. Stephens & Associates, Inc.

**City of Portales
Blackwater Well Field
Test Holes and Supply Well Drilling
ITB#: 2021-07-11
WTB_5104**

ADDENDUM NO. 1

July 23, 2021

Addendum Number 1 is issued to provide information changes and/or clarifications to the above referenced Project as per the following:

A. PRE-BID MEETING MINUTES

A mandatory pre-bid meeting was held on July 21, 2021. Meeting minutes and sign-in-sheet are attached.

B. ANSWERS TO QUESTIONS AT PRE-BID CONFERENCE

The following questions were asked and responses are provided below (*answers in italics*).

1. Does the City have a preference on the order for the drilling of the holes? *No, since they have approval of the OSE.*
2. When is the project anticipated to start? *No specific start date. Hoping for a quick start. September 2021.*
3. Is electronic submission of bid possible? *See Item D below.*
4. There is a time of completion conflict in the bid documents. Article 6 conflicts with agreement, which is correct? *The Agreement contract times are correct.*
5. The time between answers to questions and date bids are due is too short to obtain quotes from material suppliers? *Questions can be submitted immediately and will be responded to as soon as possible, with deadline for questions as stated in Bid Documents. A request for extension of the Bid Date can be*

submitted as a question and should request a specific time of extension or date for bids to be opened.

6. Suppliers are only holding pricing for 7 days right now on black steel and stainless steel. How does the City want to handle that? What they have done on other projects. Is an escalation clause an option? *The City of Portales typically handles project cost changes with change orders, to amend the contract.*
7. Are well logs available for replacement wells? *No, these are not available.*
8. Is the contractor responsible for roads to test holes? **Yes**

C. BID SUBMITTAL DATE EXTENSION

The bid submittal date has been extended from August 4, 2021 to August 26, 2021 at 2:00PM (MT).

D. ELECTRONIC SUBMISSION

Electronic submission of bids is now an option. See below.

Bid Submittal: Bids may be submitted online through the City of Portales website, by mail, or in person.

To submit bid online, please utilize the following:

Visit www.portalesnm.gov, select "Departments", then "Chief Procurement Officer", and lastly, "See All Active RFPs, ITBs, RFQs". By selecting the "Blackwater Well Field Test Holes and Supply Well Drilling 2021", the Offeror will be provided the option to "Submit Bid" online.

E. TELECONFERENCE INFORMATION FOR BID OPENING

Following are instructions for joining the bid opening, via audio:

Topic: City of Portales Teleconference
Time: Aug 26, 2021 02:00 PM Mountain Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/89936668818?pwd=cUp3azFWaVVPcmtoODB1YktUVGQ3Zz09>

Meeting ID: 899 3666 8818
Passcode: 603671

One tap mobile
+12532158782,,89936668818#,,,,*603671# US (Tacoma)
+13462487799,,89936668818#,,,,*603671# US (Houston)

Dial by your location
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)

Meeting ID: 899 3666 8818

Passcode: 603671

Find your local number: <https://us02web.zoom.us/j/89936668818>

All other provisions of the Contract Documents shall remain unchanged. This Addendum No. 1 is hereby made a part of the Contract Documents to the same extent as those contained in the original documents and all itemized listings thereof.

Each Bidder shall acknowledge receipt of any/all Addenda on the Bid Form in the space provided.

Attachments:

Attachment A – Pre-Bid Meeting Agenda, Sign-In Sheet, Minutes, and Map of Test Hole and Supply Well Locations

Daniel B. Stephens & Associates, Inc.



Jennifer Hill, P.E.

City of Portales



Sharleen McFadden, Chief Procurement Officer

CITY OF PORTALES
Blackwater Well Field
Test Holes and Supply Well Drilling
Mandatory Pre-Bid Meeting Minutes
ITB#2021-07-11
WTB-5104

Date/time: July 21, 2021, 1:00 PM (MDT)

Location: Portales City Hall, Public Works Conference Room, 100 W. 1st St., Portales, NM 88130

Purpose: Mandatory Pre-Bid Meeting and Site Visit for Referenced Project

In Attendance (sign in sheet attached)

City of Portales: John Desha, Susan Baysinger, Sharleen McFadden, Carla Weems, Steve Chavez, Chris Cordova

KP Ventures: Clayton Thayer

Maverick: Marvin Magee

L&J Well Service: Larry Jewell

Hydro: Zachary Harris, Joshua Mayeux

Stewart Brothers: Joel Stewart

Daniel B. Stephens & Associates: Jennifer Hill (by phone), Thomas Hopkins

Minutes:

1. Introductions by City, engineers, and bidders
2. Scope of work reviewed
 - a. City/Engineers gave summary of work
 - b. City/Engineers stated existing supply well abandoning must coordinate with separate well equipping contract, under design now. Well abandonment may require separate mobilization (from bidders).
 - c. City/Engineers mentioned there was a cultural resource survey done that included a 100'X100' area for each well and also access roads to the wells. Well permits are included in the bid documents. Figure 1 following Section 33 shows proposed test hole locations, monitor well locations, supplemental well locations and access roads, which have received cultural resource clearance, to each of the wells.
 - d. The test holes are located on State Land for which the City has secured easements.

3. Questions must be submitted in writing to Jennifer Hill at jhill@geo-logic.com by 5:00 p.m. (MST) on Wednesday, July 28, 2021. Answers to questions will be submitted to plan holders via addenda by 5:00 p.m. (MST) on Friday, July 30, 2021.
4. Project is subject to Article 23 – Prevailing Wage Rates (page 22/550)
5. It is the bidders responsibility to obtain, complete and submit all required documents for bid submission, as well as to acknowledge any/all addenda per the ITB. Bidders must register as plan holders on the ARI website to receive Addenda.
6. Teleconference information for bid opening will be made available. The City reserves the right to reject any and all bids. No electronic submission. This will be clarified in addendum one.
7. Bidder questions from the meeting and site visit are included in Addendum 1.

Mandatory Site Visit:

City, engineers, and bidders visited Wells 3, 4 and 5 in the Blackwater Well Field. Well 1 was visited to observe the equipping.



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**CITY OF PORTALES
Blackwater Well Field
Test Holes and Supply Well Drilling
Mandatory Pre-Bid Meeting Agenda
ITB#2021-07-11
WTB-5104**

Date: July 21, 2021

Location: Portales City Hall, Public Works Conference Room, 100 W. 1st St., Portales, NM 88130

Purpose: Mandatory Pre-Bid Meeting for Referenced Project

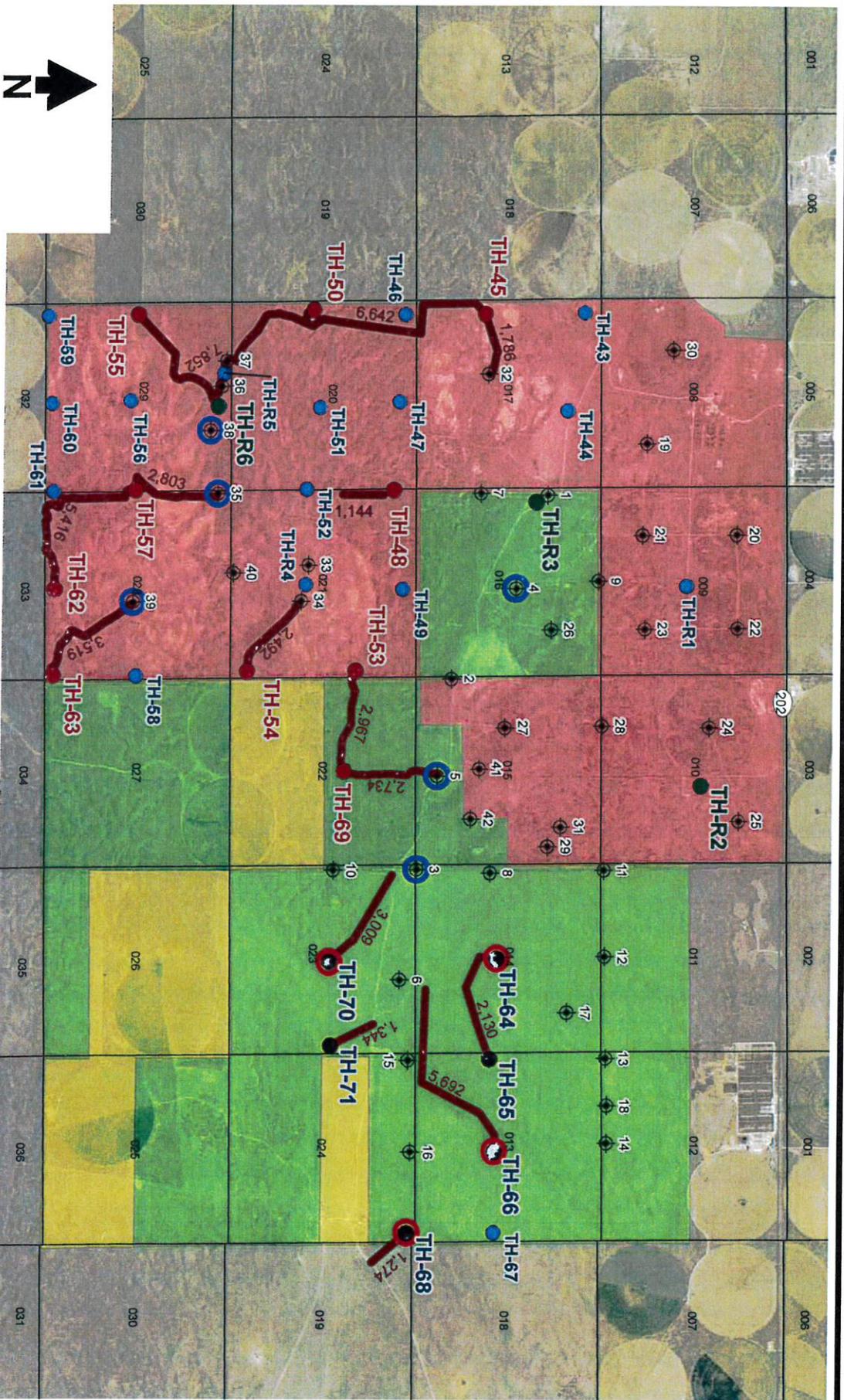
Agenda

1. Sign-in sheet and Introductions of City Staff and Engineering Staff
2. Review Scope of Work, Well Diagram and Map of Test Holes
 - a. The project will drill six test holes in the Blackwater Well Field. Four of those holes will be constructed as monitoring wells.
 - b. In addition, six replacement wells will be drilled and constructed.
 - c. There was a cultural resource survey done that included a 100' X 100' area for each well and also access roads to the wells. Well permits are included in the bid documents. A map showing the proposed test hole locations is provided in the bid documents.
 - d. One additional well permit has been received since the issuance of the bid documents. The final well permit is expected in the near future.
 - e. The test holes are located on State Land for which the City has secured easements. A site visit will be made after the meeting.
3. Bids are due August 4, 2021, 2:00 p.m. (MST) to the Office of the Chief Procurement Officer (City to advise whether teleconference is possible for bidders).
4. Questions must be submitted in writing to Jennifer Hill at jhill@geo-logic.com by 5:00 p.m. (MST) on Wednesday, July 28, 2021. Answers to questions will be submitted to plan holders via addenda by 5:00 p.m. (MST) on Friday, July 30, 2021.
5. Project is subject to Article 23 – Prevailing Wage Rates (page 22/550)



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6. It is the bidders responsibility to obtain, complete and submit all required documents for bid submission, as well as to acknowledge any/all addenda per the ITB.
7. Article 6 of the Bid Form – Time of Completion (page 30/550)
8. Questions?
9. Discuss Access and mandatory site visit



Source: City of Portales

- Explanation**
- Replacement well
 - New monitor well completion
 - ⊕ Existing well
 - 2018 test hole
 - 2019 test hole
 - 2021 test hole
 - Additional test hole
 - City property
 - State property
 - Private property
 - Section
 - Access Road

**CITY OF PORTALES
Test Hole and Supply Well Locations**



Daniel B. Stephens & Associates, Inc.
6/21/2021 JN DB18.1281

Figure 1



Daniel B. Stephens & Associates, Inc.

City of Portales
 Blackwater Well Field
 Test Holes and Supply Well Drilling
 DBS&A Project #DB18.1281
 Mandatory Pre-Bid Meeting Attendance
 July 21, 2021 1 p.m.

NAME	ORG	EMAIL	PHONE #	Alt Phone	Corrections
✓ Jennifer Hill	DBS&A	jhill@geo-logic.com	505-353-9132		
✓ Thomas Hopkins	DBSA	thopkins@geo-logic.com	505-702-6947		
✓ Susan Baysinger	City	sbaysinger@portalesnm.gov	575-356-6662		option 5
✓ John DeSha	City	jdesha@portalesnm.gov	575-356-6662		option 5
Sharien McFadden	City	smcfadden@portalesnm.gov	575-359-4852		
Clayton Thayer	KR Ventures	clayton.t@koverth.com	505-240-0833	928-639-7709	
Marvin Magee	Maverick	info@maverickwells.com	575-523-9613	575-649-3688	
Laery Sewick	L-T Well Svc	ltsell@ltsvc.net	575-760-1692	575-418-7380	
Zachary Harris	H-Ydro	Zharris@hydroresources.com	881-724-2478	832-788-7847	
Joshua Myers	Hydro	Jmyers@hydroresources.com	805-850-3804		
Joel Stewart	Stewart Hydro	joelstewart@stewarthydro.com	505-240-0881	505-289-2986	
Carla Weems	City	cweems@portalesnm.gov	575-356-6662	575-359-4815	
Steve Chavez	City	schavez@portalesnm.gov	575-760-8891		
Chris Cordova	City	ccordova@portalesnm.gov	575-309-5667		