



Stantec Consulting Services Inc.
506 South Main Street Suite 700, Las Cruces NM 88001-1237

April 7, 2020

To: All Bidders/Plan Holders

Re: **Addendum No. 1**
City of Portales
Water System Improvements
Johnson Hill East Tank WTB-344 & WTB-4821
Stantec Project No. 227300273 & ITB #2020-03-15

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

1. Construction water is available from City at no charge. However, the contractor is required to get a meter from the City. What is the amount of the deposit required for the meter?

Meter deposit is \$500

2. Can the inside area of the tank site be used for stored material?

Construction staging will be allowed within the fenced area of the tank site and a cleared area immediately east of the tank site. **The area inside of the tank site can be used for stored material. The contractor is required to coordinate with the City to ensure sufficient storage area is available and there are no interruptions to the City's operations or delivery of 1-ton chlorine tanks.**

3. Is a domestic certification for American Iron and Steel (AIS) requirements applicable to this project?

No AIS certification is required on this project.

4. Will additional time be added to the construction contract after the condition of the roof/rafters are evaluated?

After the condition and evaluation results of the roof and rafters is determined, the City will work with the contractor to determine if additional time is needed or if the work can be done within the allotted contract time.

5. When will the project Notice of Award and Notice to Proceed be issued?

The City of Portales intends to award and move forward with the project as soon as possible. However, until the final award by the Council of the City of Portales, the City

reserves the right to reject any and/or all bids, to waive technicalities, to re-advertise, and/or to proceed otherwise when in the best interest of the City.

6. Attachments:
- a. *Plan holders list*
 - b. *Pre-bid meeting minutes with attendees*
 - c. *Pre-bid meeting agenda*
 - d. Bid Submittal Information

All other provisions of the Contract Documents shall remain unchanged. This addendum is hereby made part of the Contract Documents to the same extent as though contained in the original documents and itemized listings thereof.

Each bidder is required to acknowledge receipt of each addendum in Article 3 of the Bid Form, failure to do so shall render the bid non-responsive. It is the responsibility of the bidder and plan holders to fill out the information below and fax this page back to Stantec, Attention: Breanna Rodriguez, at 575-222-1016, or send via e-mail to: breanna.munozrodriguez@stantec.com

Received By (Company): _____

Date Received: _____

Number of sheets received: _____ Time Received: _____

Signature: _____

RECORD OF BID DOCUMENTS

PROJECT NAME:	City of Portales Water System Improvements Johnson Hill East Tank	PROJECT NO.:	WTB-344 & WTB-4821 Stantec Project No. 227300273
PROJECT MANAGER:	Richard Maynes, P.E.	PRE-BID	April 2, 2020 @ 11:00 A.M.
ADVERTISEMENT DATED:	Eastern New Mexico News: March 22, 2020 Albuquerque Journal: March 22, 2020	BID OPENING:	April 14, 2020 @ 2:00 P.M.
		ADDENDUMS:	_____

ENGINEER'S RANGE: \$1,700,000 to \$2,000,000
Deposit: \$65.00

DATE 2020	FIRM NAME	NAME / PHONE #	DOCUMENTS		DOCS RETURN	E-MAIL ADDRESS
			# SET	PDF		
22-Mar	City of Portales	John DeSha, Public Works Director	1			jdesha@portalesnm.gov
		Susan Baysinger, Public Works Project Administrator	2			sbaysinger@portalesnm.gov
22-Mar	Stantec	Richard Maynes, P.E. 575-538-5395	3	X		richard.maynes@stantec.com
23-Mar	RMCI, Inc.	Steven Duffy, Vice President 505-345-0008		X		sduffy@rmciinc.com
23-Mar	TMI Coatings, Inc.	Cheryl Bramer 952-486-7070		X		cbramer@tmicoatings.com
26-Mar		Prem Sreenivasan		X		prem.sreenivasan@njsoft.com
23-Mar	K Barnett & Sons, Inc.	Britnee-Ann Bowers 575-762-4407		X		bbowers@kbarnett.com
23-Mar	AUI, Inc.	Krystal Holladay 505-242-4848 Ext. 3033		X		krystalh@auinc.com
23-Mar	Smithco	Brenda Castillo 575-894-6161		X		brenda@smithco.cc
25-Mar	M & M Tank Company	Moria Sappington 970-356-2122		X		adminmmtank18@gmail.com
25-Mar	Viking Industrial Painting, LLC	Aimee VanderMey 833-847-8265		X		bids@viptanks.com
25-Mar	Construct Connect	Keith Oracion 323-602-5079		X		keith.oracion@constructconnect.com
27-Mar	Lightsource	Natasha Banks 841-326-1582		X		bankslightsource@gmail.com
25-Mar	New Mexico Bid Network	Archie Mamasao 970-773-7006 ext 115		X		archie@napc.me

Plan	Construction Reporter	Jane Wood	E		jane@constructionreporter.com
Rooms:	Dodge Data & Analytics	Raymond Angeles 800-393-6343	E		support@construction.com
	The PlanIt Room	Libby Spencer	E		projects@theplanitroom.com
	Construct Connect	Desirre Sibala 323-602-5079 x75331	E		Desirre.Sibala@ConstructConnect.com

CITY OF PORTALES
WATER SYSTEM IMPROVEMENTS – JOHNSON HILL EAST TANK
PRE-BID MEETING MINUTES

April 2, 2020 at 11:00 a.m. (MST)

Teleconference #888-256-7209

Conference ID: 35620129

In attendance by teleconference:

CITY OF PORTALES

John Desha, Public Works Director
Susan Baysinger, Public Works Project Administrator
Carla Weems, Chief Procurement Officer
Randall Poe, Utility Superintendent
Chris Cordova, Wastewater Foreman

NMED

Sara L. Rhoton, P.E., Project Manager
Lauren Distler, P.E, Project Manager

STANTEC

Richard Maynes, Project Engineer
Lisa Campbell, Project Manager
Ricky Chavez, Construction Observer

Ben Newman – Newman Electric
Mike Flen – Newman Electric
Carter Spoelstra – Viking Industrial Painting, LLC
Rylan Edgmon - Smithco Construction
Brenda Castillo – Smithco Construction
JW Lindsay – Smithco Construction
Steve Duffy – RMCI, Inc.
James Adams – D&R Tank
Corey – File Construction
Michael Salas – File Construction
Benjamin Nicholson – TMI Coatings, Inc.
Sid Martindale – M&M Tank Company

Stantec, Project Engineer, Richard Maynes conducted meeting and read aloud the Pre-bid meeting agenda items 1-20.

Item 19 – Questions and discussion from participants

1. Construction water is available from City at no charge. However, the contractor is required to get a meter from the City. What is the amount of the deposit required for the meter?

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Construction staging will be allowed within the fenced area of the tank site and a cleared area immediately east of the tank site. The area inside of the tank site can be used for stored material. The contractor is required to coordinate with the City to ensure sufficient storage area is available and there are no interruptions to the City's operations or delivery of 1-ton chlorine tanks.

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5. When will the project Notice of Award and Notice to Proceed be issued?

The City of Portales intends to award and move forward with the project as soon as possible. However, until the final award by the Council of the City of Portales, the City reserves the right to reject any and/or all bids, to waive technicalities, to re-advertise, and/or to proceed otherwise when in the best interest of the City.

Meeting adjourned

CITY OF PORTALES
WATER SYSTEM IMPROVEMENTS – JOHNSON HILL EAST TANK
PRE-BID MEETING AGENDA

April 2, 2020 at 11:00 a.m. (MST)

Teleconference #888-256-7209

Conference ID: 35620129

1. Sign-in sheet and introduction of City and consultant staff.
2. Individual site visits can be scheduled by appointment from April 3rd to April 7th, if requested. (Bid Documents Page 14)
Please contact Lisa Campbell to schedule appointment at 575-527-4517
3. All questions need to be submitted no later than 7 days before the bid opening as stated on page 15, which will be 4/7/2020 by 5:00 P.M.
4. Project scope:
 - a. Refurbishment of the Johnson Hill East tank including new paint system, inlet/outlet piping, overflow/drain piping, access, floor, vent, level indicator, and cathodic protection systems.
 - b. Improvements to the overflow/drain piping.
5. Bid proposal: A base bid and two (2) additive alternates. (Section 00400, Page 5)
6. Comparison of bids: Bids will be compared based on the total sum of the base bid and all alternatives. (Section 00300, Page 14)
7. Schedule: Contract time will be awarded as follows (Section 00400, Page 7):
 - a. Base Bid (East Tank with Interior Paint) – One-Hundred-Ten (110) calendar days
 - b. Add. Alt. 1 (East Tank Exterior Paint) – Twenty-Five (25) calendar days
 - c. Add. Alt. 2 (East & West Tanks Overflow/Drain Piping) – Twenty-Five (25) calendar days
 - d. Final payment thirty (30) calendar days after substantial completion
8. Cost of construction (base bid and all add. alts.) is estimated to be between \$1,700,000 and \$2,000,000.

BID OPENING will be April 14, 2020 at 2:00 P.M. (MST)

Bid Submittal: Bid proposals can be submitted online through the City of Portales website or received by mail. To submit bids online, please see the following instructions:

Visit www.portalesnm.gov, select Departments, then select Chief Procurement Officer, and finally select See All Active RFPs, ITBs, RFQs. By selecting the Water System Improvements Johnson Hill East Tank project, the Bidder will be provided the option to submit a bid online.

Mailed bids shall follow the current guidance provided in Section 6 Submission of Bids in the Instructions to Bidders. The City will not accept in-person delivery of bid proposals during this time in their efforts to limit the occupancy of City Hall.

Bid Opening: The Bid Opening will be held via teleconference and Bidders may join by using the following information:

Teleconference Number: #888-256-7209

Access Code: Conference ID: 160816674

There are no modifications to the bid date or time.

9. All other provisions of the Contract Documents shall remain unchanged. Bidder questions must be submitted by Tuesday April 7th at 5:00 P.M. Questions received after that time will not be answered. Bidder questions must be directed to Breanna Rodriguez via email to breanna.munozrodriguez@stantec.com. Questions submitted will be answered by written addendum and will be binding.
 10. Section 00300, Article 26 on Page 18 covers Resident Business Preference and Resident Veterans Preference. A Bidder must specify which preference they would claim if qualifying for more than one. The preference values are not cumulative. Bidder must submit a copy of the valid preference certificate issued by the NM Taxation and Revenue Department.
 11. Section 00400, Article 7 on Page 7 lists documents that must be submitted with the bid package.
 12. The project area is located within property and right-of-way owned by the City of Portales.
 13. The contractor is responsible for quality compliance and acceptance testing of material, process, and methods of construction. (General Notes 16 & 17, Sheet 1-5)
 14. Construction water is available from the City at no charge. However, the contractor is required to get a meter from the City. A deposit is required for the meter. (General Note 23, Sheet 1-5)
 15. Construction staging will be allowed within the fenced area of the tank site and a cleared area immediately east of the tank site. When staging within the tank site the Contractor shall provide access necessary to enable operation of the facility; including replacement of the 1-ton chorine tanks, which are restocked monthly (General Note 22, Sheet 1-5). The contractor is responsible for establishing any other necessary construction staging yard. The cost is considered incidental to the project.
 16. There is no geotechnical baseline report. (Section 00300, Page 4) It is anticipated that bedding and backfill gradation requirements can be met using native material. Class I, II or III backfill material as defined in Detail 1 on Sheet 2-1 is allowed.
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17. The tank site must remain active during the period of construction. To facilitate its operation, the sequence of work outlined in Specification 01 11 00 must be adhered to by the Contractor.
 18. Survey control points are provided on Sheet 3-1.
 19. Questions?
 20. Individual Site visit to look at the project area can be scheduled by appointment from April 3rd to April 7th (Bid Documents Page 14)
Please contact Lisa Campbell to schedule appointment at 575-527-4517 or email:
lisa.campbell@stantec.com
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ADDENDUM NO. 1-BID SUBMISSION ONLINE
CITY OF PORTALES, NEW MEXICO
APRIL 7, 2020

TO: All Planholders

RE: City of Portales
Water System Improvements
Johnson Hill East Tank WTB-344 & WTB-4821
Stantec Project No. 227300273 & ITB #2020-03-15

The following Addendum shall be incorporated into the Contract Documents for the above-referenced project.

A. CLARIFICATIONS

1. Due to the spread of the COVID-19 virus, the City of Portales will be taking the following precautions to comply with the New Mexico Department of Health social distancing protocol. Modifications to the bid submittal and bid opening process are provided below.

Bid Submittal: Bid proposals can be submitted online through the City of Portales (City) website or received by mail. To submit bids online, please see the following instructions:

Visit www.portalesnm.gov, select Departments, then select Chief Procurement Officer, and finally select See All Active RFPs, ITBs, RFQs. By selecting the Water System Improvements Johnson Hill East Tank project, the Bidder will be provided the option to submit a bid online.

Mailed bids shall follow the current guidance provided in Section 6 Submission of Bids in the Instructions to Bidders. The City will not be responsible for mailed bids lost or not received on time. The City will not accept in-person delivery of bid proposals during this time in their efforts to limit the occupancy of City Hall.

Bid Opening: The Bid Opening will be held via teleconference and Bidders may join by using the following information:

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There are no modifications to the bid date or time.

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 this Addendum No. 1 on the Bid Form in the space provided.

STANTEC

Richard R. Maynes, Jr. 4/7/2020
Richard Maynes, P.E. Date

CITY OF PORTALES

Carla Weems 4/7/2020
Carla Weems, CPO Date

CONTRACTOR VERIFICATION OF RECEIPT OF ADDENDA NO. 1

Date