ADDENDUM #1

REQUEST FOR PROPOSALS (RFP) #15-059
Huckleberry Railroad Bridge Contractor Services for 2015

1. Please include the following minutes from the mandatory pre-proposal meeting and questions and answers, as part of the above mentioned RFP.

Indicate on the Signature Page item #6 and on the exterior of the envelope containing your proposal:

ADDENDUM #1 RECEIVED

ALL PROPOSALS MUST BE RECEIVED AT:
GENESEE COUNTY PURCHASING DEPARTMENT
1101 BEACH STREET, ROOM 200
FLINT, MI 48502

Cindy Carnes
Cindy Carnes, Purchasing Manager
G:/bid2/2015/15-059 add1
ADDENDUM #1
PRE-PROPOSAL MEETING MINUTES
TUESDAY, JUNE 2, 2015 1:00 PM
#15-059 Huckleberry Railroad Bridge Contractor Services for 2015

Staff Present:
Barry June, Deputy Director, Genesee County Parks
Paul Dalleska, Railroad Shop Supervisor
Cindy Carnes, Purchasing Manager
Deborah Wilkes, Recording Secretary, Genesee County Parks
Blake Zapczynski, President, Z Contractors
Tom Valent, P.E., Gerace Construction
Tim Cinader, Trojan Development Co., Inc.
Charles Leffingwell, Project Manager/Estimator, Fisher Contracting Co.
Jeff Khaled, P.E., M-K Construction Inc.

Cindy Carnes, Purchasing Manager, welcomed those in attendance and introduced staff.

This is a mandatory pre-proposal meeting. All attendees are asked to sign in. All attendees are asked to leave a business card as well. Only those vendors signed in today may submit a proposal.

This is a request for proposals for Huckleberry Railroad Bridge Contractor Services for 2015. The original Request for Proposal (RFP) is online at www.gc4me.com. The minutes from today’s meeting will be posted on this website as well. Always go to this site for addendum, questions, and information from this meeting today.

If you think of any other questions after today, you must direct them directly to Cindy Carnes, Purchasing Manager at Genesee County, ccarnes@co.genesee.mi.us. No contact regarding this solicitation shall be made with other county employees after today. It will have a negative impact on your submission if you contact the parks directly after today. We are enforcing that, so please don’t do it. All questions after today must be submitted by Friday, June 5 at 12:00 p.m. (noon) directly to the Purchasing Department. Answers will be posted in the addendum. Keep checking the website for any additional addendums, changes, and/or corrections so you have knowledge of these items.

Ms. Carnes reviewed items in the Request for Proposals that all proposers should pay particular attention:

Bids are due Wednesday, June 17, 2015 at 3:00 p.m. Late proposals or proposals sent by fax or email will not be accepted. Each proposal should contain 1 original document, 1 copy and 1 electronic copy (thumb drive, CD, or DVD).
Standard Terms:  This section basically explains what we expect from you when you do business with Genesee County. When you turn in your proposal it requires a 5% bond. Whoever is awarded the project, will be required to have a performance bond. So you want to make sure you are qualified for that.

Best and Final Offers:  This is not an automatic process. They are in here only if something comes up in a submitted proposal that maybe we did not consider that seems like something we should consider seriously. We would then go back and get clarification and if need be, we would alter our offering and that is how we would use best and final offer. We don’t use this to get a better price. We expect the best price right from the start. It is just there for clarification or if something comes up in the proposals that shows us a well thought-out plan and some of those details were perhaps not included in the original proposal.

Surety Bonds:  This section lists the details of what must be submitted with your proposal.

Information Required from Proposers: Make sure you follow this format so your proposal is deemed responsive. We want to know how you will tackle the job; that is the work plan. Your business organization, who you are, how you are organized, how long you have been in business…whatever information you would like to share with us that seems relevant to this project. We want to know who will be working on the project on-site, who we contact, those types of things.

Exceptions:  If you have gone through and read the contract and RFP, and have any exceptions to that, something that doesn’t work for you, just put that on your letterhead and let us know what it is. It does not preclude you from being selected for the project, but it does open us up to have to negotiate with you about whatever you are taking exception to and we have to make sure it works for us too.

Bid Bond:  The County’s forms are attached.

Cost Proposal: If you see something missing, or if we add something to the costs, or subtract from it, that will all be part of the addendum.

Insurance Checklist: Make sure you go over this with your insurance agent and it is signed by the agent and your company’s representative. These are the details of the insurance required for this project.

Signature Page: You need to read through this, it just says you acknowledge everything in our RFP and acknowledges you are aware of the addenda. Print who is your main person for signing contracts and list the contact person, perhaps the project manager, if it is not the same person.

References: We want to hear references from people you have worked with on similar projects, similar size projects, similar projects in terms of length of time.
Evaluation Criteria and Selection Procedure: We are not looking at just cost but how well qualified you are, and the experience you bring to the table. Related experience, core competencies and references are worth 30 points. Work plan, how you will approach this project, and your capacity to provide this service is 20 points. Professional qualifications and experience is 15 points. Cost Proposal and fees is 30 points. Responsiveness of proposal is 5 points.

Paul Dalleska and Barry June explained the project.

Barry June is responsible for this project. We are pretty familiar with construction equipment and similar projects. We just had a bridge rebuilt that was bigger than this project on the other end of the railroad. Paul will go over the details.

When you give your proposal make sure you list the equipment you will be using onsite. We want to make sure you have adequate sized equipment to do the work. Don’t bring a mini-excavator to drive piles. We know the difference so give us a good breakdown of the size and capabilities of the equipment you are going to use.

Paul Dalleska: Page 13 Section 5 lists the scope of services in detail. It will involve the complete removal and replacement of decking. This new deck will include a walkway and railing. Replacing Caps on piers, 1,2,3,5 and 6.

Pier 1, Pile 5, once the sheeting is removed from that it will probably need to be re-posted. Pier 5 will be relocated 20 inches west of the existing Pier 5 and we will also be moving Pier 6, 20 inches west of existing Pier 6.

Pier 5 has a twist in it and it is a complete replace.

Complete replacement of the stringers. We have ordered the stringers and they will need to be cut and fit on site.

All the material is on the ground next to the site so when we do a site visit you can inspect the materials.

West head wall: we will require removal of sheeting from both faces and excavate 7 feet down below the top of the deck and install 8 courses of headwall timbers and refill and compact as timbers are placed.

East head wall: removal of the existing cap and piles and headwall to the degree that the work can be successfully done for installing the new piles and then fill the void back up between whatever the existing headwall and piles remain up to the top of the track structure.
There is some sheet pile retaining walls on the east end that will have to be tied in with a new headwall in some fashion. That will be determined as everything comes together and we see what we have to work with.

Reinstallation of the deck.

Installation of the handrail and walkway on the south side of the structure.

And finally, restoration of disturbed ground on completion.

There is also a DEQ permit which is posted as an addendum that will require some surface water protection measures. His glance through the initial report on that is that it is nothing out of the ordinary.

There is a list in the RFP of all the materials, both the piles and the fasteners. All the rail work is going to be done by a separate contractor. All the rails will be removed and stockpiled at the site while the successful bidder of this project is setting up and then they will return at the end of this project and re-install the rails.

A geotechnical report is included on the website.

Q: Do you have a purchase order of the material list, so we can include the taxes in our bid.

A: I don’t know that you have to. We are buying the materials.

Q: So if you pay taxes on it, we don’t have to.

A: Correct.

Q: What is the timing on this project?

A: Barry June: The day after Labor Day you can start putting your machines on site. The train runs the first week in October so the rails and bridge need to be back in place.

Paul Dalleska: The day after Labor Day is when the structure will be available to begin work. I don’t think there would be an issue to stage your equipment before that date so you can begin work on the day after Labor Day.

Barry June: Access to the site: The east side of the bridge can be accessed directly from Stanley Road. That area is a mowed site across the tracks that the equipment can be staged before Labor Day. The west side, we own some property further to the west of the bridge and you can bring in an excavator off Stanley Road and make a road back to the track. We’ll show you that area when we go onsite.

Paul Dalleska: We can supply a copy of the invoices of our materials.
Cindy Carnes: We can check with the Controller’s Office for that.
Barry June: That hasn’t been a problem in the past. In reality, we were going to install some of this stuff, but we couldn’t.

Q: What was the reason the job wasn’t awarded previously?

A: The time table was too tight, and the cost. We weren’t able to get the materials in time. We just got the materials about a week ago.

Q: Was it over budget the first time?

A: Barry June: We only had one bidder and it was over budget.
Cindy Carnes: We are hoping that because we have provided more information and details that the bids will be closer to what we have budgeted. There was a lot of uncertainty in the previous request for proposals.

Also going with complete replacement it is a lot easier to say what it will take and not have to worry about whether bolts can be taken out of existing materials and re-used. It is easier to re-bid.

Q: Where do the leftover parts go?

A: We will reclaim everything. We will provide a dump truck or dumpster and the parks will remove (and/or dispose) materials from site.

Q: Construction limits east and west of the tracks?

A: We own everything on one side of the bridge and 50 feet on the other side of the bridge. Clarification: We own all on the east side and 50 feet on the west side.

We'll have a track contractor here the day after Labor Day to remove rails and it will be done easily in a day.

Barry June: Barry showed the area where we own property on the west side of the bridge. When you build a road to access the west side of the bridge off Stanley Road to the tracks, you will need to bring in a tube to cover the culvert next to the tracks. It is not all trees, mostly small brush. Four to five hours with a bulldozer and you should be able to have a road in there. It is about 400 feet from the tracks to Stanley Road.

Q: How far from the bridge are the ties going to be removed?

A: That will be going on up to about the mile post and the tangent points on each side. Basically the whole area where any construction vehicles would be crossing.

Clarification: The rail and ties will be removed a minimum of 33’ feet beyond the end of the bridge on both sides. The rail outside of this boundary will remain in place for the duration
of the project. After the bridge is complete the track contractor will reinstall the rail over the bridge and replace additional ties and surface the track between the tangent points described above.