

**CITY OF MIDDLETOWN  
PURCHASING DEPARTMENT**

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**ADDENDUM #1 TO BID #2013-030**

**Phase 1 – Exterior Renovations and Phase 1A – Site Drainage & Paving**

**Russell Library**

Date Issued: December 3, 2013

**ALL BIDDERS ARE HEREBY ADVISED OF THE FOLLOWING INFORMATION AND/OR MODIFICATIONS TO THE CONTRACT BID DOCUMENTS:**

**Pre-Bid Meeting Minutes**

**Pre-Bid Meeting Attendees List**

**\*\*Revised Bid Proposal Pages**

**\*\*Revised Cover Page**

**A Link has been provided to download Russell Library Pictures of Phase 1 and Phase 1A**

**INVITATION TO BID**

The date set for the receipt of proposals will remain the same.

**\*\*\*Thursday, December, 2013 at 11:00 AM\*\*\***

**PLEASE VERIFY THAT YOU HAVE RECEIVED THIS NOTIFICATION IN THE SPACE BELOW AND FAX OR EMAIL THIS PAGE BACK TO THE PURCHASING DEPARTMENT.**

**FAX: 860-638-1995 EMAIL: [purchase@middletownct.gov](mailto:purchase@middletownct.gov)**

**BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM #1: \_\_\_\_\_**

**COMPANY NAME**

All bidders are hereby advised of the following amendments to the contract bid documents which are hereby made an integral part of the specifications for the subject project, prepared by the City of Middletown to the same extent as all other documents. All work shall conform to the standards and provisions of same. Bids submitted shall be deemed to include contract document information as shown in Addendum No. 1. General bidders shall notify sub-bidders that may be affected by this addendum as applicable. **Bidders shall be required to acknowledge receipt of this addendum in the space provided on the Bid Proposal Form on Pg. 34.**

**Failure to acknowledge receipt of this addendum by the bidder may result in the rejection of their bid.**

Bidders are directed to review changes to all portions of the work as changes to one portion may affect the work of another.

**\*\*\*BIDDER NOTE:** If you have already submitted a bid you shall be required to acknowledge receipt of this addendum under separate cover in a sealed envelope clearly marked with the bid number and description. This acknowledgment must be received by the time and date specified to be accepted by the City.

\_\_\_\_\_  
Donna L. Imme, CPPB  
Supervisor of Purchases

**ADDENDUM #1**  
**Pre-bid Meeting Minutes For**  
**BID #2013-030 Phase 1-Exterior Renovations and Phase 1A Site/Drainage/Paving**  
**Russell Library**

**Date: Monday, November 25, 2013 at 10:00 am**

**Adjourned: 10:45 am**

**Donna Imme, Purchasing Supervisor, opened the meeting and discussed the following:**

1. State of Connecticut prevailing wage rates apply to this project.
2. Local Bidder Preference Applies (Please review Section 78-8-M of City Ordinances on page 11 of bid specifications for details.
3. All questions shall be submitted to the Supervisor of Purchases. The deadline for receipt of questions is Wednesday, December 11, 2013 by 3:00 PM. Questions can be emailed at [purchase@middletownct.gov](mailto:purchase@middletownct.gov) or faxed at 860-638-1995
4. The bid opening date is Thursday, December 19, 2013. The Bid specification Cover page and bid proposal page will be revised reflecting this date.
5. Item description in proposal pages and in bid proposal packet for items 1, 2, 6, and 11 includes "renovation of two restrooms", this is an error and will be revised and new proposal pages will be issued and included in this addendum.
6. All Addenda's shall be posted to the City's website. Acknowledgement forms shall be returned to the Purchasing Department by fax or email. Bidders shall be responsible for checking the website for additional information and all addenda's and shall also acknowledge the addenda in their bid. Website is [www.middletownct.gov](http://www.middletownct.gov)
7. Please see page 5 of the bid specifications for the completion dates. Phase 1 – Roofing is 20 days, the remaining work to be completed in 90 days. Phase 1A shall start on March 15, 2014 and completed by May 15, 2014. Liquidated damages are set at \$500 per day.
8. The plan holders list is posted on the City's website and updated daily. In addition, refundable \$75 deposit if plan/specs are returned within 2 weeks of bid opening.
9. Construction cost estimate for Phase 1 is \$370,000.00 and for Phase 1A is \$170,000.00.
10. Bidders can Bid on Phase 1 or Phase 1A only, or both. Please use appropriate proposal pages reflecting how bid is being submitted.
11. There is a contractor checklist located at the back of the specifications; Checklist includes all forms to be submitted. \*\*Please note replace the original bid proposal pages with the revised bid proposal pages included in this addendum.
12. Russell Library Pictures of Phase 1 and Phase 1A will be available on line at the following DropBox Link: <https://www.dropbox.com/sh/ezvqfauz20pec1m/sGVCLG5ZUJ>

Danny Richmond from the Russell Library stated that he will be the onsite contact person to the awarded contractor during the project.

Michael P. Fortuna, AIA from TLB then discussed the following:

1. Phase 1 primarily includes exterior renovations intended to make the building envelope water tight and replace damaged or failing flashing, roofing and trim. There is limited interior work to reconstruct a wall and ceiling damaged by previous leaks; and the repair a broken storm pipe located under the slab in the main circulation area of the Library.
2. Phase 1A is site related work and includes the reconstruction of a parking lot to the west of the Main Library. The reconstruction includes pavement demolition, excavation, storm drainage and new paving. There is an Alternate for additional storm drainage improvements in the north driveway. The ramp to the Library Administration Building is also included in Phase 1, along with some minor interior renovations.
3. The interface between the Phase 1 and the Phase 1A work occurs at the rainwater leaders. The Phase 1A contractor will include underground piping and boots at the face of the building and the Phase 1 contractor will drop leaders into the boots.