



## ADDENDUM NO. 1

DATE: October 28, 2014  
REQUEST FOR QUALIFICATION: RFQ J15-092214 – Annual Sewer Repair and Replacement Services – Sewer Maintenance Crew Support Services – Large Diameter Pipe and/or Annual Sewer Repair and Replacement Services – Sewer Maintenance Crew Support Services – Small Diameter Pipe  
DATED: October 10, 2014  
RECEIPT DATE: **November 6, 2014**  
SUBJECT: Document Revisions

Ladies/Gentlemen:

Please take note of the following:

1. Delete 1.3 **Background** on Pages 4 and 5 and replace with the following:

1.3 **Background.** This contract includes, but is not limited to, site preparation; bypass pumping; excavation; closed-circuit television inspection; pipeline cleaning; trench sheeting; shoring and bracing; work site dewatering; pipe installation and repair; manhole reconstruction, replacement or rehabilitation; open trench point repair; backfill; surface restoration; site restoration; cleanup; and coordination with customers, complete with all other appurtenances and related work required to complete the assigned work.

The contractor(s) selected by the City during the bid phase will be responsible for providing routine and emergency replacement and/or repair of existing sanitary, storm drain or combined sewer lines, and structures located throughout the City of Richmond. The contractor(s) will be responsible to provide all materials, equipment, labor, and supervision for the assigned work. The contractor (s) will be required to respond to emergency work requests within four (4) hours including mobilization of equipment and personnel.

The type of work that will typically be assigned for the large diameter pipe contractor(s) is emergency sewer repairs and routine replacement/repairs of sewers up to 72-inches in diameter and up to 30 feet deep, as well as closed-circuit television inspection and cleaning of sewers from 4 inches to 72 inches. The contractor (s) will be required to have equipment and experienced personnel capable of repairs at a 30 foot depth.

The type of work that will typically be assigned for the small diameter pipe contractor(s) is emergency sewer repairs and routine replacement/repairs of sewers up to 30-inches in diameter and up to 30 feet deep, as well as closed-circuit television inspection and cleaning of sewers from 4 inches to 30 inches. The contractor (s) will be required to have equipment and experienced personnel capable of repairs at a 30 foot depth.

Contracts awarded once the Invitation for Bid process has been conducted, will result in separate contracts for large diameter pipe and small diameter pipe. Qualified firms will not be required to bid on both large diameter and small diameter pipe contracts and, can choose one or the other to

submit a bid. Overall contract amount, for each contract, is anticipated to be a not-to-exceed amount of \$3,500,000.

2. Under **3.6 Tab 6- Experience.**, **3.6.1 General Experience with Contracts of Similar Scale and Complexity**, on Page 14, after f., add the following:

- g. Include experience with size of pipe, material, and depth for routine or emergency work.

3. Under **3.6 Tab 6- Experience.**, **3.6.2 Specific Experience on Similar Contracts**, on Page 14, add the following sentences before the start of the paragraph:

Contracts should demonstrate the contractor's experience and capability with providing routine and emergency replacement and/or repair of existing sanitary, storm drain or combined sewer lines, and structures. Demonstrate familiarity with project work on sewers up to 30-inches and/or 72-inches in diameter and up to 30 feet deep.

4. Under **3.6 Tab 6- Experience.**, after **3.6.3 Specific Project Team Assigned to this Contract**, on Page 15, add the following paragraphs:

#### **3.6.4 Experience with Responses to Emergency Requests**

Provide the contractor's experience with other municipalities in responding to emergency work requests within four (4) hours of notification including mobilization of equipment and personnel.

#### **3.6.5 Experience with Equipment to Perform the Work**

Demonstrate the contractor's experience with equipment required to perform work on sewers up to 30-inches and/or 72-inches in diameter and up to 30 feet deep. Also include experience with trench boxes and provisions for sheeting and shoring for such work. Provide name of the proposed Virginia licensed professional engineer for sheeting and shoring design service. Also provide experience with equipment that can repair sewers in narrow alleys and side yards.

#### **3.6.6 Subcontractor Experience**

Identify any of the required services that you intend to subcontract, if any, providing the following information:

- a. Proposed subcontractor responsibilities.
- b. Subcontractor's experience to perform work on sewers up to 30-inches and/or 72-inches in diameter and up to 30 feet deep or any other ancillary work that is required to complete the project(s).
- c. Identification of proposed subcontractors including location, relevant personnel and experience, previous use as a subcontractor, and any other relevant supporting information.

5. Under **4.2 Evaluation of Qualification Statements.**, delete **4.2.2 Evaluation of Experience.**, on Page 18 and replace with the following:

**4.2.2 Evaluation of Experience.** The City will evaluate the responses submitted under Tab 6 (see section 3.6) of the Qualification Statements to determine whether the Applicant has appropriate experience to perform the Project(s). The City will use the following evaluation criteria and maximum point values in ranking Applicants. Any Applicant who does not receive a

score of at least 70 out of the 100 available points will be deemed to not have appropriate experience to perform the Project(s) and will be denied prequalification pursuant to City Code § 74-50(g)(2).

- A. General Experience with Contracts of Similar Scale and Complexity 20 points  
*(see Section 3.6.1)*
- B. Specific Experience on Similar Contracts *(see Section 3.6.2)* 25 points
- C. Specific Project Team Assigned to this Contract *(see Section 3.6.3)* 15 points
- D. Experience with Responses to Emergency Requests *(see Section 3.6.4)* 25 points
- E. Experience with Equipment to Perform the Work *(see Section 3.6.5)* 10 points
- F. Subcontractor Experience *(see Section 3.6.6)* 5 points

**Total Points Available:            100 points**

Vendor must take due notice and be governed accordingly. This addendum must be acknowledged as or your response may not be considered.

Sincerely,



Oscar Knott, CPP, VCO  
Contract Specialist Supervisor  
804/646-7499

**ACKNOWLEDGEMENT**

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Signature

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Date