



420 S 8th Street
Louisville, KY 40203

ADDENDUM NO. 1

**SANITARY SEWER MODIFICATIONS
760 SOUTH HANCOCK STREET
PROPOSAL # 1485**

To: All Plan Holders

From: Norma Ward
Director, Capital Improvements Department
Louisville Metro Housing Authority
420 South Eighth Street
Louisville, Kentucky 40203

Date: May 31, 2019

The purpose of this Addendum is to clarify the requirements of the specifications and plans.

The bidders are governed by the information in this Addendum as if included in the original bid documents.

This Addendum does hereby become a part of the Contract Documents.

Each bidder shall acknowledge receipt of this Addendum in the space provided in the Bid Form.

This Addendum consists of eleven (11) pages (8 ½" x 11").

This Addendum is posted on the Louisville Metro Housing Authority's Electronic Procurement System.

A. Attachments:

1. On May 21, 2019 at 10:00 a.m. a pre-Bid Meeting was held at the LMHA Purchasing Department. The minutes and sign-in Sheet of that meeting are attached and shall become part of the Contract Documents.
2. The attached Plan Holders List is included for information only.

B. General - all bidders are advised of the following:

1. The **BID OPENING DATE has been changed to TUESDAY JUNE 18, 2019 at 10:00 a.m.**

2. The cut-off for *questions* to Ms. Ward, Mr. Stepteau, and Mr. Lockett is Monday, **June 10, 2019 at 2:00 p.m.** After this date, ALL questions must be addressed to Mr. Webb at Webb@LMHA1.org.
3. Responses to questions will be issued on June 11, 2018 (last addendum).

END OF ADDENDUM NO. 1



420 S 8th Street
Louisville, KY 40203

May 31, 2019.

PRE-BID MEETING MINUTES

RE: Sanitary Sewer Modifications – 760 South Hancock St.
Proposal No. 1485
Louisville Metro Housing Authority

DATE: May 21, 2019

TIME: 10:00 A.M.

PRESENT: See attached sign-in sheet

On this date, the pre-bid meeting for the referenced project was held at LMHA Purchasing Department, 3223 South Seventh Street Road. Below is a summarization of items discussed.

1. Introduction

- a. Mr. Webb, LMHA Purchasing Agent, opened the meeting and informed all present the bid opening date and time is **June 4, 2019 at 10:00 a.m.** by the clock in the "Purchasing Department Conference Room" (where this meeting is taking place).

Bids are to be received in triplicate; one original and two copies.

- b. Mr. Webb introduced the project team:
- Mrs. Norma Ward, LMHA Director of Capital Improvements Department
 - Mr. Keith McCarthy, LMHA
 - Mr. Mike Lyall, LMHA
 - Mrs. Jill Schloemer, LMHA
 - Mr. Phil Stepteau, LMHA Section M
 - Mr. Dade Lockett, Lockett & Associates, Architects and Engineers
 - Mr. Chris Kelting, CMTA, Inc.
 - Mr. Alex Donenberg, Civil Design, Inc.

2. Clarifications and Addendum

- a. All items discussed today will become part of the Pre-Bid Meeting Minutes, which will be incorporated into Addendum No. 1.
- b. Last Addendum will be issued on **May 28, 2019 (Tuesday After Memorial Day)**
- c. Any questions regarding the *solicitation procedures* are to be directed to Mrs. Ward, and any questions regarding the *technical documents* are to be directed to Mr. Lockett, in writing, by **May 28, 2019 (Tuesday) by noon**. (E-mail or fax) (Mrs. Ward: Ward@lmha1.org; 502-569-1348. Mr. Lockett: Dade@Lockett.US; 502-893-0154). After this date and time, through the bid opening and bid award process, all communication must be directed to Mr. Steve Webb at 569-6693, or email webb@lmha1.org.
- d. Following this pre-bid meeting, there will be a site visit in which prospective bidders will have an opportunity to see the project site (interior and exterior areas).
- e. Bidders may visit the site at any time. (access to outdoor areas ONLY)

3. Contract Documents – Scope of Work

- a. The project consists of, but is not limited to the following:
 - Disconnecting the sanitary lines from the residential floors (1st and 2nd floors in both “structures”) and connecting them directly to the city’s sanitary sewer lines.
 - The sanitary sewer lines on the basement level will remain connected to the sewer ejector pump.
 - The existing sewer ejector pump is to be replaced by an upgraded pump; the electrical controls are to be relocated from the current location to the side of the “annex” building.
- b. A job site office trailer is optional.
- c. Work hours are:
 - Exterior work: 8:00 am – 4:00 pm. Monday through Friday. No overtime work will be allowed.
 - Interior work in the common areas: 8:00 am – 4:00 pm. Monday through Friday. No overtime work will be allowed.
 - Interior work inside the Smoketown Family Wellness Center: during normal operation hours of the center.
 - No overtime work will be allowed.
- d. General Contractor is responsible for weekly payroll reports, including their subcontractors. Payroll reports are to be submitted every (2) weeks to LMHA. Do not submit payroll reports to the Architect.

- e. LMHA will not accept 1099's, for General Contractor, or Subcontractor. There will be no contract labor.
- f. Contractor is responsible for permitting, coordinating with Utility Companies, etc.

4. **Contract Documents – Bid Documents**

a. CHANGES TO LMHA's PROTOCOLS:

Plans & Specifications (P&S) and the Official Bidding Docs are now available from LMHA's e-Procurement Website (access is thru LMHA1.org), FREE OF CHARGE.

Bidders are REQUIRED to sign-up on the Marketplace to have access to the site. There is no fee to sign up. LMHA has provided tablets for bidders to sign up as they leave this meeting.

Bid Documents can be reviewed by bidders online. The documents can be downloaded and printed by the bidders at any location providing printing services.

As an alternative, any bidder with membership to Builders' Exchange of Louisville or any of the plan rooms listed on Section A can have access to the P&S.

The Prebid meeting minutes and any addendums will be posted on the marketplace.

The Project Manual for all jobs has been updated (mostly trimmed out). The biggest change by far is on Section M (Section 3/ pre-con meeting; and new "Waiver Request Form"). Mr. Stepteau will address this in detail.

Bidders are responsible to review the updated Project Manual. LMHA will respond any questions regarding these updates.

The updated protocol for submitting bids is located on Section C, page 7. It's still a 2-day process. Make sure you have reviewed it and understand what needs to be submitted on the first day. If you are the apparent low bidder, you will receive a call from Mr. Webb to submit the 2-day paperwork.

- b. EVERYTHING ELSE REMAINS THE SAME.
- c. Both the "numerical" and "written" descriptions of the bid total must match. The Housing Authority will have to make a ruling on such a situation if it develops.
- d. The contractor is responsible to read, examine and understand all sections of the Project Manual.
- e. All bid proposals should be submitted in triplicate, using the "Official Bidding Documents", which contain the following components:

- Section B “Form of HUD 5369-A”
 - Section D “Form of Bid”.
 - Section E “Supplemental Bid Information”.
 - Section M (pages 15-22) “MBE Section”.
 - 5% Bid Bond must be submitted with the Bid, and the Bonding Company must be an approved Bonding Company (See HUD-5369 page 3 of 4 - #10. b for instructions on obtaining the list of accepted Bonding Companies).
- f. Prior to submitting the “Official Bidding Documents” bidders are to verify that the inserted forms correspond to this project. Bidders are to confirm that all pages for all sections are included; if there is a missing page, immediately contact Mrs. Ward at (502) 569-4888.
- g. Instructions for submitting the bid proposal are included in Sections B, C, D, and E of the Project Manual (“Front End”).
- h. SECTION C (Supplemental Instructions to Bidders):
- Refer to Items IV and XII to determine being a responsive and responsible bidder.
 - Contractors are directed to pay special attention to page 7 regarding the 2-day “bid document submission procedure”. The apparent low bidder will be required to submit the “second day bid documents” by 2:00 pm the day after the bid opening date.
- i. SECTION F (Form of Contract):
- Will only be completed by the successful bidder; however, it is highly recommended all prospective bidders read these sections.
- j. SECTION G (Form of Material/ Labor Payment Bond):
- Will only be completed by the successful bidder; however, it is highly recommended all prospective bidders read these sections.
- k. SECTION H (Form of Performance Bond):
- Will only be completed by the successful bidder; however, it is highly recommended all prospective bidders read these sections.
 - Liquidated Damages will be **\$1,000.00** per calendar day.
- l. SECTION I (General Conditions) Suggest all Contractors read the General Conditions.
- The definition of “sub-contractor” may be obtained on page 13, #37.
 - Contractors are encouraged to read numeral #39 regarding EEO and numeral #40 regarding Section 3 Program.
- m. SECTION J (Supplemental General Conditions):
- Carefully read all instructions.
 - All conditions of the project manual apply to the contractor and all sub-contractors.

- Contractor and subcontractor must have an Insurance Certificate, and must be kept in force for the duration of contract.
- n. SECTION K (Federal Davis-Bacon General Wage Decision): the wage determination for the project is as described in SECTION K.
- o. SECTION L (Special Conditions):
- Carefully examine all “Special Conditions”.
 - Project completion time is listed in this section.

5. **Contract Documents – SECTION M**

- a. Mr. Stepteau stressed the importance of complying with all the requirements in SECTION M, stating compliance with SECTION M is mandatory for consideration of the contractors bid.
- b. Mr. Stepteau reviewed SECTION M; recommended all prospective bidders thoroughly read SECTION M completely and encouraged all potential bidders to call him with any questions regarding the intent of SECTION M, if not fully understood.
- c. Mr. Stepteau’s contact information is:
- Office phone number: (502) 569-4922
 - Office fax number: (502) 569-1348
 - Mailing address: 420 S. 8th St., Louisville, KY 40203.
 - Office days are Tuesday, Wednesday and Thursday.
- d. Mr. Stepteau discussed the MBE, FBE & DBE participation goals for this project. The MBE goals are 25%, The FBE goals are 10% and the DBE goals are 0.5%. Mr. Stepteau explained that any partial or full “Waiver Request” must be sent to him prior to bid opening date, and shall be made in compliance with SECTION M, Part I. H.
- e. **If a bidder does not intend to use sub-contractors on the project, the MBE, FBE and DBE Participation Goals do not apply.**
- f. If a bidder intends to use sub-contractors on the project, MBE, FBE and DBE Participation Goals apply; and the bidder must list all proposed subcontractors in the space provided in the “Official Bid Documents” forms.
- g. **IN ORDER TO BE CONSIDERED RESPONSIVE**, a bidder must either meet the goals (if applicable) or provide evidence conclusively demonstrating that it made a strenuous, albeit unsuccessful, good faith effort to meet the goals. Failure to aggressively respond to these requirements is grounds for rejection of bid as non-responsive. Waivers must be included with the Bid.
- h. If a bidder does not intend to use sub-contractors, state as such.

- i. Bidders are responsible for making sure the Demographics are correct for the employees listed. If you are unsure, list all employees.
- j. Minorities must be certified and must provide a certificate that is in force and must be in force for the duration of the project.
- k. The deadline for requesting a "Waiver" for the MBE, FBE, DBE goals **May 28, 2019 by noon**. Example of a waiver is included in Section M. Be advised the bidder will not receive a response if the waiver is not submitted correctly. Separate waivers are required for each MBE, FBE or DBE goal.
- l. If a bidder requests a partial waiver, the (%) of the waiver must be stated.
- m. Make sure all forms are legible and that forms do not contradict each other.

6. Bidders are reminded of important dates for the project:

- Deadline for submitting MBE, FBE, and DBE questions or waiver request to Mr. Stepteau is **TUESDAY, May 28, 2019 by noon**.
- Deadline for submitting questions regarding the solicitation procedures is **May 28, 2019 by noon**. (E-mail or fax).
- Deadline for submitting questions regarding the technical specs is **May 28, 2019 by noon**. (E-mail or fax).
- Bid opening date and time is **June 4, 2019, at 10:00 a.m.**

7. Comments

- a. None

END OF PRE-BID MEETING MINUTES

Attachments:

Sign in sheet – Pre-bid meeting

SIGN-IN SHEET FOR:

**PRE-BID MEETING
SANITARY SEWER MODIFICATIONS -- 760 SOUTH HANCOCK ST.
PROPOSAL NO. 1485**

**DATE: TUESDAY, MAY 21, 2019
TIME: 10:00 A.M.**

	<u>NAME</u>	<u>DEPARTMENT/COMPANY</u>	<u>TELEPHONE</u>	<u>FAX</u>
1	BEN DAVIS	E-Z	502-937-6855	502-937-9726
2	CHRIS KELTING	CMTA	502-396-2916	-
3	DADE LUCKERT	Lockert's Associates	502-584-6048	502-893-0154
4	Myland	LMHA	502-569-4828	502-569-1348
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Housing Agency marketplace



We Strive to Enhance Lives,
Build on Strengths and
Create Community.

Buyer's Workbench

Fri, May 31, 2019
03:24 PM EDT

Vendors Who Have Downloaded Solicitation #: 1485 - Sanitary Sewer Modifications - 760 South Hancock Street

Total # of companies: 12

Total # of individuals: 12

Do you wish the prospective proposers to see this list?

Note: Date/Time Viewed and Submission Status will NOT be shown to vendors.

Currently prospective proposers CANNOT see this list.

[Click here for Submission Status definitions](#)

Company	Date/Time Downloaded	Contact Name	Phone	City, State	MWBE Status	Submission Status
Builders Exchange of Kentucky, Inc.	05/15/2019 11:52 AM EDT	Ashlan Briggs	502-459-9800	Louisville, KY	None (not Woman- or Minority-owned)	
Cleary Construction Inc.	05/16/2019 02:52 PM EDT	Mary Jo Spurlock	270-487-1784 Ext. 31	Tompkinsville, KY	None (not Woman- or Minority-owned)	
constructconnect	05/15/2019 02:10 PM EDT	Sara Hutchison	800-364-2059 Ext. 7069	Cincinnati, OH	None (not Woman- or Minority-owned)	
Dodge Data & Analytics	05/15/2019 03:04 PM EDT	Brandi Flanagan	817-527-8232	Hot Springs, TX	None (not Woman- or Minority-owned)	
Door and Window Guard Systems, Inc.	05/15/2019 09:22 AM EDT	Brandon Buhai	847-878-7183	Chicago, IL	None (not Woman- or Minority-owned)	
E-Z Construction Co., Inc.	05/21/2019 07:51 AM EDT	Ben Davis	502-937-6855	Louisville, KY	None (not Woman- or Minority-owned)	
Flynn Brothers Contracting, Inc.	05/22/2019 09:32 AM EDT	Dan Mattingly	502-400-9030	Louisville, KY	None (not Woman- or Minority-owned)	
Gibraltar Construction C. Inc	05/15/2019 09:10 AM EDT	Blaine Fairbanks	443-786-1477	Annapolis, MD	None (not Woman- or Minority-owned)	

					Minority-owned)
Howell & Howell Contractors, Inc.	05/16/2019 09:40 AM EDT	Hayley Strobel	502-491-7985 Ext. 240	Louisville, KY	None (not Woman- or Minority-owned)
North America Procurement Council	05/16/2019 01:04 AM EDT	Eric Johnson	302-450-1923 Ext. 00	Grand Junction, CO	None (not Woman- or Minority-owned)
PVABN	05/17/2019 03:14 AM EDT	Jyoti Jones	910-794-2856	Wilmington, NC	None (not Woman- or Minority-owned)
The Blue Book Builders and Contractors Network	05/16/2019 06:39 PM EDT	Cynthia Seebohm	937-728-8875	Batavia, OH	None (not Woman- or Minority-owned)

Supplier Diversity Classification Totals

PLEASE NOTE: Some firms may be classified in multiple categories, which may result in percentages being more than 100%.

None (not Woman- or Minority-owned): 12 (100%)

Contact

Customer Support: 1-866-526-0160

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