



**BRUNSWICK-GLYNN JOINT
WATER & SEWER COMMISSION**
September 26, 2022

PROJECT: Request for Proposal No. 23-010 Engineering Services for Brunswick Villa Area Sewer Extension

ADDENDUM: One (1)

DUE DATE: Tuesday, October 4, 2022 – 12:00 P.M., NOON, EST

THIS ADDENDUM IS FOR THE PURPOSE OF ANSWERING THE FOLLOWING QUESTIONS:

- 1) **QUESTION:** On page 13, under 6.0 Evaluation Criteria B, the word “Compatibility” is ambiguous. Please clarify the statement “Compatibility of Consultant’s” and how it will be scored. Specifically:
- a. Is it based on the firm’s proximity to the site?
 - b. Does the PM need to reside in the Brunswick area?
 - c. Are bidding firm’s required to have previous work experience with the JWSC?

ANSWER:

- JWSC prefers proximity of the firm to be within 100 miles of the JWSC, but firms will not be disqualified for a further distance.
- The PM is not required to live/reside in the Brunswick area, but part of their duties would be to attend site visits and respond in a timely manner when needed.
- JWSC encourages all firms to participate in our proposal process regardless of past experience with the JWSC.

- 2) **QUESTION:** On page 11, the term EOPC is stated. Please clarify this term.

ANSWER: Engineers Opinion of Probable Cost

3) QUESTION: Is there a page limit for this proposal?

ANSWER: Yes. The page limit for this proposal is 35 pages not including the required documentation (Oath, Affidavits, etc).

4) QUESTION: Is 11x17 page length allowed for use in the proposal?

ANSWER: Pages should be 8.5x11. Please limit 11x17 for exhibits only.

5) QUESTION: Please identify manhole(s) that can be connected to for LPS waste discharge.

ANSWER: These are shown on the revised Exhibit A. Any points of connection are to be determined by the designing firm.

6) QUESTION: Is Exhibit A (PDF Drawing) available in AutoCAD format? If so, is there a contour layer that can be turned on?

ANSWER: ArcGIS shapefiles (including 1' Lidar contours) can be provided to the chosen design firm.

7) QUESTION: Some electrical utilities allow Meter Extenders to be installed to access power from each customer. This is advantageous from a cost standpoint because it eliminates the need (in majority of cases) for contractors/subcontractors to enter private homes to gain access to the electrical panel. This is likely a GA Power question, but would this be an option for this project?

ANSWER: JWSC expects this design to be primarily a gravity collections system design. Pumping base components will only be allowed if gravity systems are shown to be infeasible. No, this is not applicable for this project. Any relevant pump stations would be owned by the property owner.

8) QUESTION: Can the JWSC please provide clarification on the scope of the requested water evaluation?

ANSWER: Potential looping of watermains and installation of fire hydrants for fire protection purposes.

9) QUESTION: The RFP indicates that items 1-6 are to be completed within 180 days. Regarding Task 6 – Bid Phase Services, can you confirm that a contractor should be selected and under contract within that period?

ANSWER: To clarify, 100% design and bid documents would be ready by 180 days to advertise for solicitation.

10) QUESTION: Can the bore hole spacing guidelines for a geotechnical investigation be provided? This will allow for standardization on geotechnical work.

ANSWER: Soil borings shall be conducted in order to obtain sufficient information about the subsurface soil stratigraphy and water level conditions. Boring depth shall be increased by the Geotechnical Consultant if unusual soil conditions are encountered during the field investigation (e.g. loose or soft soil at bottom of the planned boring depth, etc). The recommended boring spacing and minimum boring depths are shown in the table attached to this addendum and posted to the website, <https://www.bgjwsc.org/request-for-proposal-no-23-010-engineering-services-for-brunswick-villa-area-sewer-extensions/>.

11) QUESTION: Could an updated Project Area (Exhibit A) be provided with a legend?

ANSWER: Yes, an updated version of Exhibit A has been uploaded to the solicitation website and included in this addendum. <https://www.bgjwsc.org/request-for-proposal-no-23-010-engineering-services-for-brunswick-villa-area-sewer-extensions/>

12) QUESTION: Are there any watermain improvements anticipated for this project?

ANSWER: Yes, potential looping of watermains and installation of fire hydrants for fire protection is possible.

13) QUESTION: Is the intent of the project to install mainline sewers, and services to the right-of-way line or to the face of homes? If services are being extended to face of homes, is septic tank disconnection and house connection to sanitary service part of this project?

ANSWER: The intent of the project is to install mainline sewers and service laterals to the right-of-way of each lot.

14) QUESTION: How should engineering costs in Section 5.0 Proposal Summary Sheet for any pump station that is determined to be needed during the Preliminary Engineering report be conducted or presented?

ANSWER: This would be all inclusive.

15) QUESTION: Can the JWSC please explain the requirement to vet feasibility of easement with respect to design at 30%?

ANSWER: The chosen design firm is expected to utilize easements only where infrastructure cannot feasibly be maintained with public right-of-way.

Where easements are the best reasonable option, the firm shall confirm feasibility/obtainability of any easements proposed in the 30% design. This includes documented communication with the land owner and obtaining written agreement; i.e. Letter of Agreement, etc. Actual dedication may take place at a later date.

16) QUESTION: Can the JWSC please define the expectations for Construction Oversight – Task #7 – Construction Phase Services?

ANSWER: The JWSC understands that an accurate estimate of construction time cannot be realistically determined until the design is completed. Other factors, such as market trends and materials availability also influence the actual construction time of a project. Therefore, the JWSC intends to obtain the most fair pricing for construction oversight by requesting the consultants provide pricing as a unit cost of one complete work. The JWSC has amended Task #7 to be bi-weekly meetings, not monthly. In light of that, the JWSC has also added Task #7A – Construction Oversight Services as an additional piece of this addendum.



All applicants under this Invitation for Bid are kindly requested to acknowledge receipt of this Addendum in original only.

**ACKNOWLEDGEMENT
ADDENDUM: ONE (1)**

DATE: _____

The above Addendum is hereby acknowledged:

(NAME OF BIDDER)

Signature

Title

Project Type	Approximate Spacing	Minimum Depth
UNDERGROUND UTILITIES		
Open Cut	Maximum distance of 300 feet.	<ul style="list-style-type: none"> • 15 feet for trenches up to 10-foot deep. • Trench depth plus 10 feet for trenches between 10-foot and 25-foot deep. • One and one half times the trench depth for trenches greater than 25-foot deep.
Auger Bore and Jack and Bore	<ul style="list-style-type: none"> • Maximum distance of 150 feet. • <u>For a road crossing</u>, at least one each side of road and if it's a dual carriageway, one additional one in the middle of the two carriageways. • <u>For a floodplain/stream crossing</u>, at least one each side at an incline towards the river and if the crossing is wider than 150 feet, a borehole may be needed in the middle of the crossing or increments of 150 feet or less. 	5 feet (10 feet for primary and freeway roadways) or 2 times the sleeve pipe/tunnel diameter, along the route, whichever is the greater. The depth of the borehole will be the sum of the cover, the sleeve pipe/tunnel diameter plus an additional 5 feet.
Horizontal Directional Drill	<ul style="list-style-type: none"> • Maximum distance 150 feet. • <u>For a road crossing</u>, at least one each side of road and if it's a dual carriageway, one additional one in the middle of the two carriageways. • <u>For a floodplain/stream crossing</u>, at least one each side at an incline towards the river and if the crossing is wider than 150 feet, a borehole may be needed in the middle of the crossing or increments of 150 feet or less. 	8 or 12 times (single pass or multiple reaming pass) the sleeve/carrier pipe diameter, along the route, whichever is the greater. The depth of the borehole will be the sum of the cover, the sleeve/carrier diameter plus an additional 5 feet.
Tunnels and Microtunnels	<ul style="list-style-type: none"> • Maximum distance of 150 feet. • <u>For a road crossing</u>, at least one each side of road and if it's a dual carriageway, one additional one in the middle of the two carriageways. • <u>For a floodplain/stream crossing</u>, at least one each side at an incline towards the river and if the crossing is wider than 150 feet, a borehole may be needed in the middle of the crossing or increments of 150 feet or less. 	5 feet or 3 times the sleeve pipe/tunnel diameter, along the route, whichever is the greater. The depth of the borehole will be the sum of the cover, the sleeve pipe/tunnel diameter plus an additional 5 feet.

Shafts for Tunnels	Each location.	1.5 times the shaft diameter below the bottom of the shaft but not less than 30 feet.
STREET AND BRIDGE		
Pavement (Street) only along each street	Maximum distance of 250 feet	5 feet.
Pedestrian and Pipe Bridge	Each side of drainage channel.	40 feet below the bottom of drainage channel.
Retaining Walls	The GDOT guidelines should be followed.	
Roadway Bridge	The GDOT guidelines should be followed.	
OTHER		
Discretion of Geotechnical Consultant, Engineer of Record, and the JWSC.		

**5.0 PROPOSAL SUMMARY SHEET (Revised
09-26-22)**

TASK	Days for Completion	Budget
#1 - Preliminary Engineering Report	_____	_____
#2 - Field Surveying Services	_____	_____
#3 - Easement Preparation Services	_____	_____
#4 - Construction Plans and Specifications	_____	_____
#5 - Permitting Services	_____	_____
#6 - Bid Phase Services	_____	_____
#7 - Construction Phase Services	N/A	_____
#7A-Construction Oversight Services	N/A	_____
#8 - Record Drawings	30	_____
TOTALS	_____	_____
Bid Alternate: SUE Level A (Task #2 Detail)	_____	_____
Prepared By _____		
Company _____		
Date _____		

Task #7 – Construction Phase Services

- Engineer shall provide professional services during construction to assist in obtaining a completed Project in accordance with the purpose and intent of the Construction Documents.
- The Engineer shall participate in pre-construction conference, public notice meetings and **bi-weekly** construction progress meetings and submit meeting minutes within three (3) business days.
 - When requested by the construction project manager, the Engineer shall attend other meetings related to project design in lieu of attending the **bi-weekly** construction progress meetings. Please provide an example of your standard report format in your proposal.
- The Engineer or Engineer's representative shall make visits to the Project site at appropriate intervals as construction proceeds to observe and provide a written construction site observation report on the progress and the quality of the executed Work.
 - The frequency of these visits should be bi-monthly, after the construction contractor has mobilized and is constructing the proposed improvements. Site visits should occur during times when the construction contractor is actively performing major construction activities. Site visits should be coordinated with the construction project manager. These visits shall be combined with any site visits made to resolve field problems relating to the construction or monthly progress meetings.
 - The personnel provided by Engineer to perform site visits shall be experienced in the administration of construction contracts and shall be under the supervision of a Professional Engineer registered by the State of Georgia. Supporting personnel shall be provided from the Project design team when specialized knowledge of the Project design is required.
 - Site Observation Reports shall be in writing and include sufficient photos to support the observation report, shall include all referenced supporting documents, and shall advise the JWSC of deviations from the Construction Documents, the contractor's construction schedule, or other items, observed by or brought to the attention of the Engineer at the time of the Site Observation. Unsafe conditions and major work deficiencies observed should be immediately brought to the attention of the Inspector and the construction project manager. Document such notifications on the report.
- The Engineer shall review and take appropriate action upon the shop drawings, samples, and other submissions furnished by the construction contractor and submitted to Engineer by the JWSC. Engineer shall determine if the shop drawings, samples, and other submissions conform to the requirements of the Construction Documents. Engineer shall notify the JWSC if the shop drawings, samples, or other submissions do not conform to the Construction Documents. Such action(s) shall be taken within 7 calendar days of receipt from the JWSC unless approved in advance by the Director of Engineering. Engineer shall maintain a log of all construction contractor submittals which shall include the submittal date, the action taken, and the date returned.

- The Engineer shall prepare supporting data and provide other services (including revisions to Construction Documents) at no additional charge to the JWSC in connection with change orders when such change orders are required either:
 - (1) to make clarifications or to correct discrepancies, errors, or omissions in the Construction Documents; or
 - (2) to conform the Construction Documents to the requirements of all applicable laws, codes, and regulations, including the Local Building Code (which is expressly made applicable to this Project) as it was in effect at the time of execution of this Contract.
- The Engineer shall review laboratory, shop, and mill tests of material and equipment for general conformance with Contract Document requirements and report to the JWSC in writing on such matters.
- The Engineer shall provide design clarifications and recommendations to assist the JWSC in resolving field problems relating to the construction. Requests for Information (RFIs) will normally be generated by the construction contractor when a situation or condition is anticipated or encountered in the field that may not be fully addressed in the construction Contract Documents. RFIs are to be reviewed, a complete and fully responsive written answer provided, and returned to the construction project manager with a copy to the design project manager within five (5) business days depending upon the criticality and impacted cost of the condition as described in the RFI. Engineer's response to RFI's concerning proposed modifications or unforeseen conditions shall only address the technical and design aspect of the issue. Any cost or schedule impacts shall be addressed to the construction contractor by the construction project manager.
- The Engineer shall evaluate construction contractor change and cost proposals and substitutions and recommend to the JWSC to either approve or disapprove the construction contractor's proposal or substitution, unless instructed not to do so by the Director of Engineering.
- Provide construction inspection services to ensure successful project completion. *Not-to-Exceed budget for this item should be based upon 20 hours per week of inspection services for the duration of project construction
- No less than 30 days and no more than 45 days before the expiration of the correction (punch list) period established by the Construction Documents, Engineer, in company with the JWSC, shall observe the construction site. Within 14 days after such observation, Engineer shall furnish the JWSC with a written report enumerating items which require repair or replacement as provided under the correction period provisions of the Construction Documents.
- Review contractor submitted pay applications for accuracy and completion.
- To avoid misunderstandings or questions, Engineer understands and agrees that the Director of Engineering shall have the responsibility for the general administration of the construction contract. Accordingly, Engineer shall have the authority or responsibility to issue direct instructions to the construction contractor, to reject work done by the construction contractor, or to require special inspections or tests all with prior approval of the Director of Engineering. Engineer shall provide continuing counsel to the Executive Director throughout the construction of the Project.

- For contracts that require the construction contractor to service, calibrate, maintain, or provide periodic site inspections for a period of one year after the date of substantial completion, the Engineer shall accompany the construction contractor and construction project manager during such visits. For projects involving startup, testing, calibration, training and operation of facilities or systems, the Engineer shall assist the construction project manager in accomplishing such tasks in accordance with the Contract Documents.
- When requested by the Director of Engineering, the Engineer shall visit manufacturers' facilities in order to prequalify major products and materials to be incorporated into a construction contract or verify manufacturers' compliance with the Contract Documents. The Engineer shall accompany JWSC staff or may travel unaccompanied, as approved by the Director of Engineering. A written report shall be generated to document the results of the trips. Cost for travel shall be considered a Reimbursable Expense.

Task #7A – Construction Oversight Services

- The Engineer's representative shall make visits to the Project site at appropriate intervals as construction proceeds to observe and provide a written construction site observation report on the progress and the quality of the executed Work.
 - The frequency of these visits should be based on 40 hours per week, after the construction contractor has mobilized and is constructing the proposed improvements. Site visits should occur during times when the construction contractor is actively performing major construction activities. Site visits should be coordinated with the construction Project Manager. These visits shall be combined with any site visits made to resolve field problems relating to the construction or bi-weekly progress meetings (*this is the value to enter on 7A of 5.0 Proposal Summary Sheet*).
 - The personnel provided by Engineer to perform site visits shall be experienced in the administration of construction contracts and shall be under the supervision of a Professional Engineer registered by the State of Georgia. Supporting personnel shall be provided from the Project design team when specialized knowledge of the Project design is required.
 - Site Observation Reports shall be in writing and include sufficient photos to support the observation report, shall include all referenced supporting documents, and shall advise the JWSC of deviations from the Construction Documents, the contractor's construction schedule, or other items, observed by or brought to the attention of the Engineer at the time of the Site Observation. Unsafe conditions and major work deficiencies observed should be immediately brought to the attention of the Engineer of Record and the construction project manager. Document such notifications on the report.
 - The Engineer's representative shall keep a record of work completed by the contractor in the form of redline as-builts and to be submitted to the JWSC with every pay app submitted under this task.
- Provide construction inspection services to ensure successful project completion. * Not -to-Exceed budget for this item should be based upon 40 hours per week of inspection services for the duration of project construction.

- Review contractor submitted pay applications for accuracy and completion.