

CITY OF VENICE
PROCUREMENT- FINANCE DEPARTMENT

401 W. VENICE AVE. - ROOM # 204
VENICE, FL. 34285
(941) 486-2626
FAX (941) 486-2790

ADDENDUM NO. 1

Date: September 19, 2013

To: All Prospective Proposers

Re: ITB# 2974-13: Eastside WRF Return Activated Sludge Pumps

This addendum sets forth changes and/or information as referenced and is hereby made part of and should be attached to the subject Contract Documents. Receipt of this Addendum shall be acknowledged below and in the submitted proposal. It shall be the responsibility of each proposer, prior to submitting a proposal, to contact the City of Venice- Procurement- Finance Department to determine if addenda were issued and to make such addenda a part of their proposal.

The following is to clarify and provide additional information requested during the pre-bid meeting held September 12, 2013 at 2:00 P.M.

Summary:

- 1. Jon Mayes, Procurement- Finance Department, started the meeting by stating that this pre-bid meeting is mandatory and any firms representing more than one firm- to duly note this on the sign in sheet.**
- 2. Mr. Mayes then reviewed the next important dates. Mr. Mayes stated that the bids are due September 26th at 2:00 p.m. at City Hall room #204 with the actual opening occurring in room #114, shortly after 2:00 p.m.**
- 3. Mr. Mayes also stated that the last day for any additional questions was September 19th at 1:00 p.m.**
- 4. Mr. Mayes pointed out specific sections of the bid documents under the “General Conditions and Instructions”. Page 3- Section 2- “Contact”- Mr. Mayes stated that**

from the meeting time forward, he is the only person firms are to contact for any questions and/or concerns about this bid. Page 4- Section 7- “Prices, Terms, Payment”- item 7.2- Mr. Mayes made it aware that the City has a credit card program in place and can chose to pay for items or projects with this card. And Page 5- Section 16- “Local Preference”- will be used for this bid.

5. Mr. Mayes reviewed the required forms that must be returned with each firm’s submittal. These required forms are listed on page 20 and start on page 21 of the bid document, through page 39. Mr. Mayes stated that even if a form does not pertain to said company- to still mark it with a “N/A” and return it with each submittal.
6. Lindsay Marten, Stantec Engineering- project consultant, reviewed the project description on page 14- Section 1.01: “Pumps will be a screw centrifugal design of heavy duty construction intended for services requiring reliable solids handling, gentle pumping action, high efficiency and low NPSHR. Pumps shall be Hayward Gordon or Approved Equal.”
7. Ms. Marten also pointed out Section “G-1b”- Pump and Base which states “The pump shall be equipped with the necessary appurtenances to enable pump to fit into its current location without extensive modification of existing piping and/or existing concrete pedestal (as determined by the OWNER).”

The only firm in attendance of the pre-bid meeting asked the following questions:

8. “Does the Utilities Department request the submitting firm to include any additional fittings, gaskets, etc. for the modified installation?” **Response: See Part 1.03.G.1.b of the Base Mounted Screw Centrifugal Pumps specification in the contract documents.**
9. “Does the Utilities Department require site drawing and materials listing with the submitting firm’s proposal?” **Response: Drawings and a bill of materials listing shall be submitted with the firm’s proposal.**
10. “Does the final proposed price include installation cost?” **Response: Installation costs shall not be included with the firm’s final proposed price.**
11. “Is there a required start up criteria?” **Response: Start up criteria from the selected firm shall include the installation of mechanical seals and the verification of proper pump installation for warranty purposes.**
12. “Is there required extra painting on parts and/or pumps?” **Response: Standard epoxy coating from the factory shall be required on parts and/or pumps.**
13. “Are there any spare parts that are required to be supplied?” **Response: No, only the pumps and fittings required for installation shall be supplied.**

14. The attending firm stated that typically there is a 16-week delivery time for the pumps. And if the Utilities Department is okay with this time frame.” **Response: See Part 1.05 of the contract documents.**
15. The attending firm asked of Section 7- “Prices, Terms and Payment” of the General Conditions and Instructions and if the City will strictly adhere to paying these pumps with a credit card. **Response: Mr. Mayes stated that this is one of the sections that is pointed out for vendors to be aware of, that the City has this option but will work with firms.**
16. “Does this project require additional jacking bolts, grout or shims that will be needed at the bases of these pumps?” **Response: Ron Peyton with the City Utilities Department stated that there is a possibility of shims being needed. See Part 1.03.G.1.b of the Base Mounted Screw Centrifugal Pumps specification in the contract documents.**

The pre-bid meeting concluded and the on-site visit occurred with no further questions.

**Jon Mayes
Procurement Department**

Acknowledgment is requested even if you have elected not to respond to this bid. A designated management representative of your firm can sign the receipt for this addendum. Please acknowledge receipt of this addendum immediately by fax to (941) 486-2790 or mail to the above noted address, if a fax is not possible.

Receipt Acknowledged:

Signature

Company

Date: _____