



Real People. Real Possibilities:

DON SCHONHARDT, MAYOR

## ADDENDUM NO. 1

### **CIP LB-20 – 2016 STREET AND PUBLIC LANDS TREE PROGRAM**

CITY OF HILLIARD • 3800 MUNICIPAL WAY • □HILLIARD, OHIO 43026  
(614) 876-7361 • □FAX (614) 529-6017

ADDENDUM NO. 1 - DATE: May 23, 2016

To All Bidders:

This addendum amends or supplements the original specifications, related documents, and previous addendums for this project. Please include a copy of this addendum with your bid submission to prove receipt of Addendum No.1 and its terms.

#### **1. CONTRACT DOCUMENT CHANGES:**

- a. **Due to necessary changes in Appendix A Bid Schedule the Official Engineer's Estimate is now set at \$197,300.00**
- b. This change is caused by the need to reduce the quantity of line item # 9 Deciduous Tree (2-inch caliper), Species. The new quantity is now 395 Each
- c. The Bid date remains **Thursday, May 26, 2015 at 3 PM.**

#### **2. APPENDIX A CHANGES**

- a. Appendix A Bid Schedule Line #9, Item 661, Deciduous Tree (2-inch caliper), Species inch, Estimated Quantity Corrected to 395 from 502.
- b. The City will prior to the award review the Schedule of Value for Tree Species and identify the 107 trees that will be eliminated. It will also update the locations eliminated found in Appendix D.

#### **Instructions to Correct Contract Documents:**

1. Remove contract documents page 6, 8 and 9 and replace with the new pages
2. In Appendix A Bid Schedule Remove page 1 of 1 with new pages 1 and 2 of 5 titled: "APPENDIX A: BID SCHEDULE ... as of Addendum #1

#### **Available Resource:**

An Electronic version of Appendix A Bid Schedule and Schedule of Values by Tree Species is available by contacting Clyde Seidle, Director of Public Service at (614) 334-2443 or by Email: [cseidle@hilliardohio.gov](mailto:cseidle@hilliardohio.gov).



## NOTICE TO BIDDERS

Sealed bids addressed to the Director of Public Service, City of Hilliard, 3800 Municipal Way, Hilliard, Ohio 43026 and endorsed "**CIP LB-20 – 2016 STREET AND PUBLIC LANDS TREE PROGRAM**" will be received by the City of Hilliard, Franklin County, until **3:00 P.M. (Local Time), Thursday, May 26, 2016** at which time and place all bids will be publicly opened and read aloud for the following:

### **CIP LB-20 – 2016 STREET AND PUBLIC LANDS TREE PROGRAM**

All bidders must register as a potential bidder with Key Blue Prints, Plan Key Services, 195 East Livingston Avenue, Columbus, Ohio 43215, prior to the bid opening date; those that register after Friday, April 4, 2016 are not guaranteed to receive any clarifications or addenda, and should contact the City and inquire if any have been issued prior to submitting a bid.

Copies of the Contract Documents, Specifications, and Plans are on file with Key Blue Prints, Plan Key Services, 195 East Livingston Avenue, Columbus, Ohio 43215 where they are available for inspection by prospective bidders and can be obtained from Key Blue Prints for a non-refundable fee of **\$60.00**. You may also obtain these bid documents electronically by registering with Key at <https://www.keycompanies.com/services/plankey/>.

The Engineer's estimated cost for the Project is **One Hundred Ninety-seven thousand and three hundred dollars (\$197,300.00)**.

This project consists of removing City street trees including most that are infested with the Emerald Ash Borer or other deficiencies. Removal shall include tree canopy, trunk, stump, root and ground restoration as set forth in the bid specifications. This project also includes planting new trees, predominately 2 inch caliper and some 4 inch caliper trees in the locations specified in the plans.

Failure to fully and accurately complete the bid documents shall be considered grounds for rejecting the bid. Prices for labor and materials shall be quoted separately. Bids may be withdrawn at any time before the scheduled closing time for receipt of bids, but may not be modified and resubmitted. No bid will be accepted if it exceeds the Engineer's cost estimate by more than ten percent (10%).

Technical questions about the project and questions about the bid documents should be submitted to Clyde R. Seidle, PE, Director of Service, [cseidle@hilliardohio.gov](mailto:cseidle@hilliardohio.gov), or to him at 3800 Municipal Way, Hilliard, Ohio 43026.

This project is subject to prevailing wage. Bid security must be furnished with all bids. If the bid is accepted, a contract must be executed and a satisfactory contract bond furnished, conditioned according to law, in the amount of one hundred percent (100%) of the contract price, within ten (10) days after Notice of Award. Sureties on all bonds must be satisfactory to the City. Failure to submit the required bid bond will result in rejection of the bid.

Section 129.03 of the City's Codified Ordinances establishes a local preference program for the purchase of materials, supplies, equipment and services. A copy of this code section is included in the bid documents.

The City reserves the right to reject any or all bids. An award will be made to the lowest and best bidder, taking into consideration such factors as the qualifications, past performance, efficiency and responsibility of the bidder along with the price of the bid. Informalities in making out the bid may be waived at the option of the City.

Clyde R. Seidle, P.E.,  
Director of Public Service/City Engineer  
Hilliard, Ohio

## **DESCRIPTION OF THE PROJECT**

### **CIP LB-20 – 2016 STREET AND PUBLIC LANDS TREE PROGRAM**

This project consists of removing City street trees including most that are infested with the Emerald Ash Borer or other deficiencies. Removal shall include tree canopy, trunk, stump, root and ground restoration as set forth in the bid specifications. This project also includes planting new trees, predominately 2 inch caliper and some 4 inch caliper trees in the locations specified in the plans.

The Engineer's estimate for this project is \$197,300.00. The project must be substantially complete by November 30, 2016, and fully complete by December 15, 2016.

## INFORMATION FOR BIDDERS

1. RECEIPT AND OPENING OF BIDS
2. PREPARATION OF BID
3. SUBSTITUTION OF MATERIALS
4. SUBCONTRACTS
5. BID MODIFICATIONS
6. QUALIFICATION OF BIDDER
7. BID SECURITY
8. LOCAL PREFERENCE PROGRAM
9. CONTRACT AWARD AND EXECUTION
10. INSURANCE
11. POWER OF ATTORNEY
12. NOTICE TO PROCEED/TIME OF COMPLETION
13. CONDITIONS OF WORK
14. ADDENDA AND INTERPRETATIONS
15. LAWS AND REGULATIONS
16. OBLIGATION OF BIDDER
17. INCOME TAX
18. CONFLICTS OF INTEREST
19. OCCUPATIONAL SAFETY AND HEALTH ACT
20. ESTIMATE OF QUANTITIES
21. PAYROLL
22. RELEASE OF FINAL PAYMENT

### 1. RECEIPT AND OPENING OF BIDS

The City of Hilliard (hereinafter called the "Owner") invites bids on the forms provided. Bids will be received by the Owner at the office of the Department of Public Service until **3:00 p.m.** local time **Thursday, May 26, 2016**, at which time and place all bids will be publicly opened and read aloud. The envelope containing the bid must be sealed, addressed to the Director of Public Service of the City of Hilliard, 3800 Municipal Way, Hilliard, Ohio 43026 and designated as the **CIP LB-20 – 2016 STREET AND PUBLIC LANDS TREE PROGRAM**. The City Engineer's estimate for the project is **\$197,300.00**.

The Owner may consider informal any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids. Any bid received after the time and date specified shall not be considered. Bids may be withdrawn at any time before the scheduled closing time for receipt of bids, but may not be modified and resubmitted. Modification of bids without withdrawal is addressed in Section 5.

Each bidder, by submission of a bid, waives the requirement under Section 153.12(A) of the Ohio Revised Code that the award and execution of the contract be made within sixty days after the date on which the bids are opened, and alternatively, agrees, by submission of a bid, to extend the time for awarding and executing a contract, and to keep their bid open and unchanged, for a period of ninety days.

### 2. PREPARATION OF BID

Each bid must be submitted on the forms provided. All blank spaces for bid prices must be filled in, in ink or typewritten, in both words and figures, and must be clearly legible. **The entire bid book must be submitted.** Prices for labor and materials shall be quoted separately. No additional prices or qualifying clauses shall be written in.

Each bid must contain the full name, address and telephone number of each bidder interested in the same.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the bidder, its address and phone number, and the name of the Project for which the bid is submitted. When forwarded by mail, the sealed envelope containing the bid must be in another envelope addressed as specified in Section 1.

**APPENDIX A: BID SCHEDULE**  
**PROJECT CIP # CIP LB-20 - 2015 STREET AND PUBLIC LANDS TREE PROGRAM**  
 as of Addendum #1

Bidder agrees to perform all work described in the Contract Documents for following unit prices or lump sum prices.

LINE	ITEM NO.	DESCRIPTION	ESTIMATED QUANTITIES	MATERIAL	LABOR	TOTAL UNIT PRICE OF MATERIAL AND LABOR	TOTAL IN FIGURES
<b>BID ITEMS</b>							
1	201	Trees to be Removed, 4-inch Over 1.5 inches to 6 inches	27 Each TOTAL LUMP SUM PRICE IN WORDS	\$ -		\$ -	\$ -
2	201	Trees to be Removed, 9-inch Over 6 inches to 12 inches	140 Each TOTAL LUMP SUM PRICE IN WORDS	\$ -		\$ -	\$ -
3	201	Trees to be Removed, 18-inch Over 12 inches to 24 inches	93 Each TOTAL LUMP SUM PRICE IN WORDS	\$ -		\$ -	\$ -
4	201	Trees to be Removed, 30-inch Over 24 inches to 36 inches	3 Each TOTAL LUMP SUM PRICE IN WORDS	\$ -		\$ -	\$ -
5	201	Trees to be Removed, 48 inch Over 36 inches to 60 inches	1 Each TOTAL LUMP SUM PRICE IN WORDS	\$ -		\$ -	\$ -
6	201	Trees to be Removed, 60-inch Over 60 inches	1 Each TOTAL LUMP SUM PRICE IN WORDS	\$ -		\$ -	\$ -
7	SPEC	Ground Restoration - seeded areas	265 Each TOTAL LUMP SUM PRICE IN WORDS			\$ -	\$ -
8	SPEC	Ground Restoration - natural areas	1 Each TOTAL LUMP SUM PRICE IN WORDS			\$ -	\$ -
9	661	Deciduous Tree ( 2-inch caliper), Species Insert Average Tree material cost here for Schedule of Values Table	395 Each TOTAL LUMP SUM PRICE IN WORDS			\$ -	\$ -
10	661	Deciduous Tree ( 4-inch caliper) Insert Average Tree material cost here for Schedule of Values Table (as otherwise marked)	11 Each TOTAL LUMP SUM PRICE IN WORDS			\$ -	\$ -
11	SPEC	GATOR BAGS	502 Each TOTAL LUMP SUM PRICE IN WORDS			\$ -	\$ -

Bidder's TOTAL Bid	\$
In Figures:	In Words:
\$	-
5% FORCE ACCOUNT (5% of Bid Total)	

CONTRACTOR \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 TELEPHONE \_\_\_\_\_  
 BY \_\_\_\_\_ SIGNATURE  
 TITLE \_\_\_\_\_

The Bidder's Total Bid for each Part and the TOTAL on this sheet are for information only at the time of opening bids. The City will make the Total in Figures extensions on the Bid Schedule for each Part, and if there is any difference between the Total in Figures, the Total Unit Price in Words shall govern in calculating the Total in Figures.

NOTE: This proposal shall remain valid, with unit and lump sum prices described herein, for a period of no shorter than 90 days from the bid opening date. All six (6) pages of this BID SCHEDULE shall become part of the Contract if proposal is accepted by the City of Hilliard. The unit and lump sum prices shall remain valid for the term of the contract.