

RFB # 18-0197
ADDENDUM NO. 1
ISSUED APRIL 23, 2018
PRE-BID MEETING MINUTES
NEW HANOVER COUNTY
LANDFILL GAS COLLECTION AND CONTROL SYSTEM
CONSTRUCTION

The following information was conveyed and discussed during the meeting.

1. INTRODUCTION OF ATTENDEES

Attendees sign in sheet attached.

2. BIDDING DOCUMENTS

- Contract Documents and Technical Specifications (18-0197-Landfill Gas System) located at County website <https://www.nhcgov.com/business-nhc/bids/>.
- Construction Drawings located at same website under “Related Documents”.

3. PROJECT SCHEDULE

- Mandatory Pre-bid - April 17, 2018
- Contractor questions due April 24, 2018 by 2:00 p.m. EST
- Responses to questions by May 1, 2018 by 2:00 p.m. EST
- Bids due May 15, 2018 by 2:00 p.m. EST
- 210 calendar days to substantial completion; 230 calendar days to final completion
- There is a \$500 per day penalty for exceedance of times

4. MINORITY AND/OR WOMEN BUSINESS ENTERPRISE PROGRAM - Lena Butler

- Refer to Section 004113.04

5. QUALIFICATION CRITERIA

- Refer to Section 002113 – Instructions to Bidders

- Licensed Contractor in the State of North Carolina.
- Contracting experience in projects that include landfill gas collection and control systems equipment and installation.

Bidders to provide a list of project references (minimum of 5) that will be contacted concerning the noted experience, quality of work, timeliness of completion of project(s), and efficiency of administrative processes. Complete and provide Contractor Qualification Questionnaire (Section 004113.01) with Bid Proposal.

- The Bidder must include in the bid submittal documentation from the major material suppliers (blower skid, flare, pneumatic pumps, HDPE piping, etc.) that the prime or subcontractor responsible for paying the supplier for the material is not in arrears on payments for purchases of materials on other projects..

6. REGISTRATION WITH THE COUNTY ATTORNEYS OFFICE

<https://legalinsurance.nhcgov.com/contractors-approved-for-bidding/>

- Must be registered for acceptance of bid proposal.
- Contractor Pre-bid Qualification Form.
- Qualification Reference Form.
- Advise to begin the process now to ensure completion prior to deadline for receiving bids.

Note: even if you think you are registered, please contact the County Attorney's office to make sure you will be registered when the bids are accepted by the County.

7. BID PROPOSAL PREPARATION AND SUBMITTAL

The following should be completed and included with the Bid Proposal Submittal (refer to Section 001116; Article 3):

- Bid Form with Base Bid Schedule (Section 004113)
- 5% Bid Security.
- Contractor Qualification Questionnaire (Section 004113.01).
- Non-Collusion Affidavit (Section 004113.02).
- Statement of Assurance (Section 004113.03).
- New Hanover County Minority and/or Women Business Enterprise Construction Guidelines and Affidavits (Section 004113.04).

Submit one (1) original and one (1) electronic copy of the bid on either a CD or flash drive in a sealed envelope properly marked "Landfill Gas Collection and Control System Construction - RFB # 18-0197" and addressed to:

New Hanover County Environmental Management Department
Attn: Kim Roane, Business Officer
3002 U.S. Highway 421 North
Wilmington, North Carolina 28401

8. SUMMARY OF PROJECT

- Contract Documents and Technical Specifications
- Construction Drawings; Drawing No. 1 through 16

Scope of work shall include, but not limited to, the following:

1. Landfill gas blower/flare system equipment:
 - a. Skid mounted landfill gas handling system.
 - b. Landfill gas candlestick flare system including:
 - 1) Pneumatic automatic shut-off valve.
 - 2) Flame arrestor.
 - c. Control system for the landfill gas handling and flare.
 - d. 3rd Party SCADA system.
 - e. Electrical and control wiring supply, installation, and equipment connection.
 - f. Flow meter.
 - g. Rotary Screw Air Compressor.
 - h. Delivery of equipment.
 - i. Three (3) day start-up, testing, and training.
 - j. Two (2) year workmanship and material warranty and five (5) year equipment service and maintenance contract.
2. Design and manufacture gas handling equipment, flare, and controls based on criteria set forth in Specification Section 441120 and site conditions.
3. Installation of landfill gas blower/flare system and air compressor equipment.
4. Complete site work and construct reinforced concrete foundations for Blower/Flare Station and air compressor building.
5. Provide and install pre-fabricated painted metal building for new air compressor. Provide building submittal for Owner approval.
6. Provide materials, labor, and equipment for installation of LFG collection system:

- a. Furnish, install, and pressure test new landfill gas collection piping and air and forcemain piping. All pressure testing shall be monitored and approved by the Owner or Owner's representative.
 - b. Prior to excavation, locate below ground utilities, piping, and landfill cap geosynthetics in the construction area. Existing utilities, piping, and cap geosynthetics shown on the Construction Drawings are approximate.
 - c. Furnish and install condensate collection sumps with pneumatic pumps.
 - d. Provide and install new QED wellheads on existing LFG extraction wells.
 - e. Furnish and install new pneumatic pumps and pump appurtenances in existing LFG extraction wells.
 - f. Roadway and surfaces disturbed during construction restored to at least their original condition.
7. Provide materials, labor, and equipment for providing electricity from nearby pole mounted transformer to new landfill gas blower/flare system and air compressor.
 8. Contractor shall not demobilize from the landfill until all work has been verified to be fully complete and approved by the Owner or Owner's designated representative.

9. CRITICAL WORK ISSUES

- Working in areas of landfill that contain a landfill geosynthetic cap.
- Not interfering with landfill operations.

10. BIDDING DOCUMENTS QUESTIONS

Any inquiries, requests for interpretation, technical questions, clarification, or additional information shall be directed to:

Albert Glenn P.E.
SCS Engineers, PC
2520 Whitehall Park Drive, Suite 450
Charlotte, North Carolina 28273
Phone: 704-504-3107
Fax: 704-504-3174
Email: aglenn@scsengineers.com

11. TEMPORARY UTILITIES

- Contractor responsible for providing connections for power, potable water, and sanitary facilities.

12. HEALTH AND SAFETY

- Successful bidder to comply with County requirements with completion of forms (refer to Section 004300.05).
- The CONTRACTOR is responsible for site health and safety of his employees. CONTRACTOR shall enforce safety procedures to minimize hazards to workers, the public, and the environment.

13. BOND AND INSURANCE

- Bid Bond required: an amount equal to 5% of the total base bid (per bid instructions)
- As per Agreement (Section 005213) - limits are in the Agreement.
 - Workers Compensation and Employers Liability Insurance
 - Commercial General Liability
 - Automobile Liability Insurance
 - Payment and Performance Bonds

MEETING QUESTIONS AND DISCUSSIONS

1. A prospective bidder asked if any monetary value was available if pipe prices increased from the time of bid acceptance to construction.

Albert Glenn with SCS Engineers stated that no payment beyond what is in the bid proposal base bid schedule would be forthcoming for any increase in material costs after submittal of bids.

2. A prospective bidder asked if the 18-inch manual isolation valve at the inlet to the blower skid as shown on the Construction Drawings can be closer to the knock-out pot.

Albert Glenn with SCS Engineers stated yes the valve can be placed closer to the knock-out pot.

3. Question from prospective bidder on whether the lump sum bid item for restoration could be changed to a unit price area quantity.

Albert Glenn with SCS Engineers stated that it would stay as a lump sum bid item, as some contractors disturb more than others.

4. Question from prospective bidders if dewatering would be needed during construction. Also, whether there were any requirements for discharging the water from dewatering operations.

Albert Glenn with SCS Engineers stated dewatering will be needed. Groundwater is at approximately elevation 9. No special requirements for discharging water from dewatering operations except for not causing soil erosion or negative impacts to roads and channels/ditches.

5. Concern from prospective bidders on the availability of HDPE SDR-26 pipe to meet the construction schedule. Specific issue from prospective bidder was for SDR-21 which is not specified for this project.

It was conveyed by Albert Glenn with SCS Engineers that the issue would be discussed internally and if warranted will be addressed in an Addendum.

6. Concern from a prospective bidder on the possibility of a decrease in project scope during construction.

It was conveyed by Albert Glenn with SCS Engineers and Kim Roane with New Hanover County that any decrease in project scope would occur prior to signing of an Agreement. In addition, after award of the contract and issuance of a notice to proceed, the Contractor can submit application for payment for verifiable stored materials as outlined in the Contract Documents and Technical Specifications.

7. Prospective bidders requested additional information on the new 14 ft. x 12 ft. x 7 ft. pre-fabricated metal building shown on the Construction Drawings.

Albert Glenn with SCS Engineers stated additional information for the building will be provided in an Addendum.

8. Prospective bidders asked whether a list of contractors previously used by the Landfill for surveying, seeding, and electrical work would be made available.

County representatives at the meeting stated a list of contractors will be made available through an Addendum but providing the list by no means endorses any of the listed contractors.

9. A prospective bidder asked whether the new air compressor was to be located outside.

Albert Glenn with SCS Engineers stated the new air compressor is to be located in a new pre-fabricated metal building as shown on the Construction Drawings.

10. Prospective bidders asked for clarity on the requirements for the landfill gas blower/flare system equipment 5-year service contract.

Albert Glenn with SCS Engineers stated that additional information for what is to be included as part of the service contract will be provided in an Addendum.

11. Prospective bidders had concern about the design criteria rated flow range for the landfill gas blower skid (250 to 2,500 scfm) and flare (250 scfm to 3,000 scfm).

Albert Glenn with SCS Engineers stated they will evaluate the concern and provide clarification within an Addendum, if deemed necessary.

12. Question from prospective bidder about as-built surveying, whether pipe surveying is required to be done prior to backfilling as stated in Specification Section 312000 or completed after the pipe trench is backfilled using pipe riser markers as shown on the Construction Drawings.

Albert Glenn with SCS Engineers stated the use pipe riser markers after the pipe trench is backfilled is acceptable for as-built surveying. Surveying prior to backfilling is also acceptable. This clarification will be included in an Addendum.

13. Clarification requested from prospective bidders on discrepancy for the LFG Isolation Valve components; conflict with what is shown on Detail 3 on Drawing No. 11 and contained in Specification Section 335120.

Albert Glenn with SCS Engineers stated this discrepancy will be clarified in an Addendum.

14. Question from prospective bidder on whether an office trailer and other temporary facilities were required for this project (i.e. electricity, potable water and sanitary facilities).

Albert Glenn with SCS Engineers stated an office trailer was not required and that the only required temporary facility required was sanitary facilities for Contractor's workers. All other facilities were at the discretion of the Contractor.

15. Question from prospective bidders on who is responsible for contacting, scheduling, and paying for the new Duke Energy electrical service.

It was stated that the electrical service is the responsibility of the Contractor. Any fees required by Duke Energy will be paid for by the Contractor.

16. Clarification requested from prospective bidders on whether it is correct for the Access Riser back-up ring being ductile-iron as shown on Detail 2 on Drawing No. 9.

Albert Glenn with SCS Engineers stated this should be a stainless steel backup ring, as shown on the Construction Drawings for other flange applications.

17. Question from prospective bidders on whether callout for an 18-inch x 12-inch tee with 6-inch blind flange at 12-inch header pipe station 38+00 is correct.

Albert Glenn with SCS Engineers stated this is not correct. It should be a 12-inch x 8-inch tee with an 8-inch blind flange.

18. During the site visit with prospective bidders, turf reinforcement matting was identified within the landfill perimeter storm water channel on the south side of the landfill. This matting will be impacted by construction.

It was noted by Albert Glenn with SCS Engineers that any impact to the matting and grass is required to be restored to at least its current condition or better. The channel matting is Tensar SC250. It was suggested to restore the impacted area with sod rather than using the matting and grass seed.

19. During the site visit with prospective bidders the vertical LFG well, EW-609, which is located slightly outside the portion of the landfill with a closure cap was pointed out. A question arose about whether any waste will need to be removed and transported to the landfill working face for trenching and laying the LFG collection pipe for this well.

Albert Glenn with SCS Engineers stated minimal to no waste will be excavated for connection to this well.

