



**Request for Proposal
Front Street Interceptor Cleaning Addendum No. 1 to
RFP No. 400603.78.0108
January 11, 2019**



The following information encompasses Addendum No. 1 for the above referenced RFP. Bidders shall fully consider and acknowledge this Addendum in the preparation and submittal of its formal Proposal. Failure to do so may result in the rejection of the Proposal.

Section 1 – Mandatory Pre-Proposal Meeting Notes and Questions and Sign-In Sheet.

Section 2 – Updated M/WBE Participation Goal, affecting sections 00180.7 and 00681.5.

Section 3 – Updated Technical Specifications / Maps / Drawings, with the addition of one drawing.

All other conditions and requirements remain unchanged.

**Section 1
Mandatory Pre-Bid Meeting Notes and Sign-In Sheet**

Q1: Will the contractor be allowed to work on Sundays?

SARP10: At the time of this Addendum, Sunday work is not allowed.

Q2: How many days off does an employee need after working 13 consecutive days?

SARP10: One day.

Q3: Is there a reason for the 13 day / 1 day off requirement as opposed to a different ratio such as 21 days on / 7 days off?

SARP10: Black & Veatch consulted multiple studies on Fatigue Management, the decision was made to choose 13/1 as it manages the effects and risk of fatigue the most efficiently.

Q4: Is the 300 days, calendar days or work days?

SARP10: The contract time of 300 days refers to 300 calendar days.

Q5: What is the slope of the pipe?

SARP10: The 1937 design drawings indicate a .03% slope.



SIGN-IN SHEET

Project: SARP10	Meeting Date: January 10, 2019
Meeting: Front Street Interceptor Cleaning	Time: 9:00 AM – 10:00 AM
Facilitator: Josh Grabowski	Place/Room: Ben Hooks Library

Name	Company	Phone	E-Mail
Justin Avent	SARP10	901-522-0110	justin.avent@greshomsmith.com
Riley Thompson	BV	901-495-2649	ThompsonLR@BV.com
Joe Collins	OCZ	731-646-8922	Collinsjj@oczd.com
Marty Broussard	CES	225-678-7034	mbroussard@ces-ssps.com
Tim Jacobs	CES	404-886-1520	Tjacobs@ces-ssps.com
Brook Stewart	Alpha Marine	901-562-9959	alphamarine.bs@gmail.com
Michael Wilson	Cross Diving	985-286-3483	mwilson@crossdiving.com
Keighton Burnett	Cross Diving	504-382-0711	cburnett@crossdiving.com
Wiley Richards	WRT	901-497-1291	WileyRichards@MSN.COM
Joe Schorrock	Nosys Inc	810-499-9233	joe@doetscheruv.com
Terrill Richards	WRT	901-331-1780	terrellrichards250@gmail.com
Michael Gates	Xylom	901-481-1543	michael.gates@xylominc.com
Ashley Perry	EWM, LLP	901-421-1597	ashley@efficientwastmanagem.com
Josh Grabowski	SARP10	870-514-1719	SSARP10 SGrabowski@Allworldmail.com



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**Section 2
Updated M/WBE Participation Goal
00180.7 Proposal Format
00681.5 Equal Business Opportunity Program Compliance Form**

Alternate Proposal:

- Proposer shall submit a work schedule indicating the average hours worked per day and days worked per week to complete the work in shortest timeframe possible.
- Proposer shall include the number of contract days required to complete the work.
- Length of time to complete the work will be considered when scoring the proposal.
- The contractor is allowed to work 24 hours/day.
- The intent of the Alternative Proposal is to determine the cost & methods for completing the work in the shortest time possible, including expedited costs.

Limitations (Both Alternatives):

- Work can be performed Monday through Saturday. Sunday work is prohibited.
- Work in the month of May is only allowed at Jackson Ave manhole.
- Assume four days per month for non-working days due to special City events.
- Work is prohibited the week prior and day of the St. Jude Marathon. This race is typically run the first Saturday in December, but the contractor shall verify the date of the race and make appropriate accommodations.

<https://www.stjude.org/get-involved/fitness-fundraisers/memphis-marathon/event-information/event-guide.html>

Section II – Project Team and Experience (20 – Points)

This section should describe at a minimum the respondent's experience in successfully completing projects of a similar size and scope and include the following:

- Identify the key roles, definitions of the identified roles and the personnel proposed for each role of the respondent's team.
- Include an organizational chart depicting the entire organizational structure. This chart should demonstrate the relationship of the individuals performing under the agreement to the overall organizational structure.
- Detailed resumes should be submitted for all management, supervisory, and key personnel who will be acting under the agreement. Resumes should be structured to emphasize the relevant qualifications and experience of these individuals in successfully completing projects of similar size and scope.
- State the name(s) of all prime contractors and subcontractors that will assist respondent in completing the project.
- State the level of participation of local prime contracts and subcontracts that will assist in completing the project.
- List three references of projects you have performed with similar size, scope, and duration. Please list client, project name, contact name, and contact's phone number/email.

Section III – M/WBE Participation (20 – Points)

This section shall set forth the respondent's M/WBE Participation Plan that must be submitted and include: (1) the level and dollar amount of participation your firm anticipates achieving in the performance of the contract resulting from this RFP; (2) the type of work to be performed by the M/WBE firms participating; and (3) the names of the M/WBE firms the Respondent plans to utilize in the performance of the project Service Contract resulting from this RFP.

The SARP10 combined MWBE goal is ~~45%~~ 5% for this project. Firms meeting the requirements for the SARP10 MWBE goals must be registered on the City's Equal Business Opportunity (EBO) list.

Section IV - Cost Information (30 – Points)

This section captures all cost information submitted for this Proposal and shall include the completed 00380 Proposal Fill-in Form included with this RFP.

00681.5 Equal Business Opportunity Program Compliance Form (1 page)

This form must be submitted with Bidder's proposal. Failure to execute and submit this document with Bidder's proposal may cause the proposal to be rejected as non-conforming. In addition, each Subcontractor must execute the form.

This Service Contract will be subject to the requirements of the City of Memphis Ordinance #5384, which establishes the Equal Business Opportunity ("EBO") Program. It is up to the Respondent to ensure that all requirements of this ordinance are met. The Ordinance may be accessed on the City's website at www.memphistn.gov under "Office of Contract Compliance". The intent of the EBO Program is to increase participation of locally owned minority and women owned business enterprises (M/WBE).

SARP10 DBE Participation Goal:

MBE/WBE minimum ~~15%~~ 5%

(Vendors from the City of Memphis EBO list only)

Participation Plan

The Participation Plan must include: (1) level and dollar amount of participation your firm anticipates achieving in the performance of contract resulting from this RFP; (2) the type of work to be performed by the M/WBE participation; and (3) the names of the M/WBE and/or DBE firm(s) the Respondent plans to utilize in the performance of the contract resulting from this RFP.

Eligible M/WBE and/or DBE Firms

To qualify as an M/WBE firm, per the requirements of City of Memphis Ordinance #5384, a firm must be included on the City of Memphis EBO list of certified M/WBE firms.

A list of the City's eligible M/WBE firms and DBE firms may be requested from Purchaser as a guide only. If a Bidder desires to utilize an M/WBE or DBE firm not included on the list, it is the Bidder's responsibility to confirm that the desired firm is certified by the City of Memphis. Such confirmation must be obtained from the City's Contract Compliance Office, in writing, before the proposal/response due date. Requests for verification must be submitted to the City's Contract Compliance Office listed below:

Requests for verification must be submitted to the City's Contract Compliance Office listed below:

Joann Massey
City of Memphis
Contract Compliance Office
125 North Main Street, Suite 546
Memphis, TN 38103
Phone: (901) 576-6210
Fax: (901) 576-6560
Email: joann.massey@memphistn.gov

MINORITY/WOMEN BUSINESS ENTERPRISE COMPLIANCE FORM

SERVICE CONTRACT TITLE: Front Street Interceptor Cleaning

Project M/WBE Goal: DBE Participation ~~45%~~ **5%**

The following sections must be completed by Bidder. A certified subcontractor or supplier is defined as a firm from the list of certified firms provided with this specification.

Bidder's Name

Section A - If the Bidder is a certified firm, so indicate here with a check mark.

_____ MBE _____ WBE _____ DBE

Section B - Identify below those certified firms that will be employed as subcontractors or suppliers on this Project. By submitting this Proposal, the Bidder commits to the use of the firms listed below.

\$ _____ = Show the dollar value of the subcontract to be awarded to this firm

% _____ = Show the percentage this subcontract is of your base Proposal

M/WBE = Show by inserting an M or W whether the subcontractor is an MBE or WBE

\$	%	M/WBE	DBE	CERTIFIED SUBCONTRACTOR NAME, ADDRESS, TEL #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

\$ _____ % _____ = Total M/WBE and/or DBE

THIS FORM MUST BE SUBMITTED WITH THE PROPOSAL OR THE PROPOSAL MAY BE CONSIDERED NON-CONFORMING

00681.6 Not Used

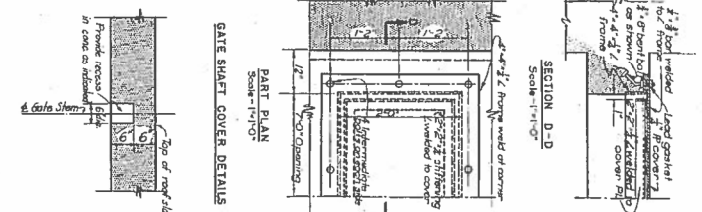
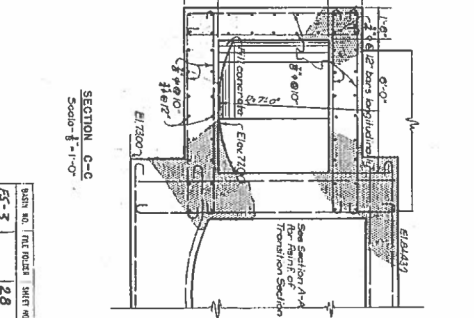
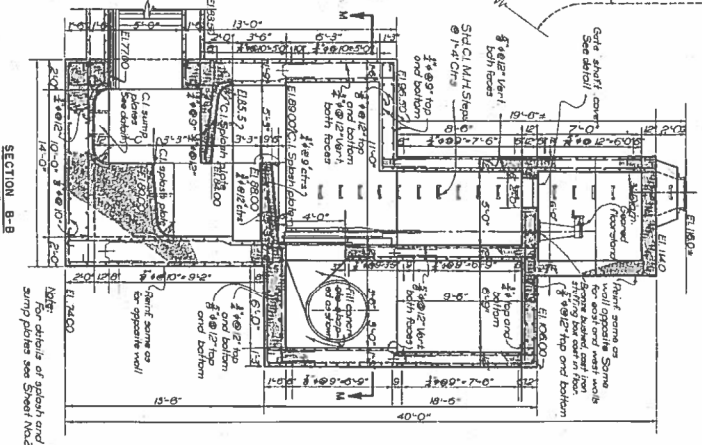
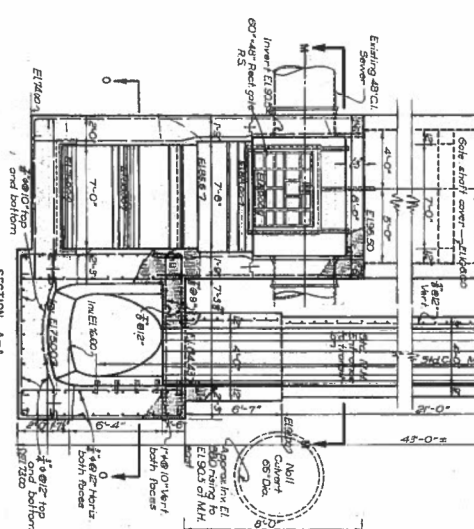
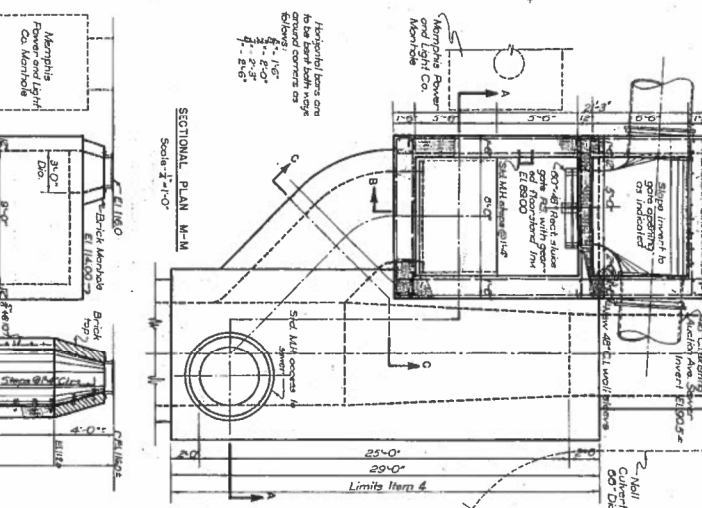
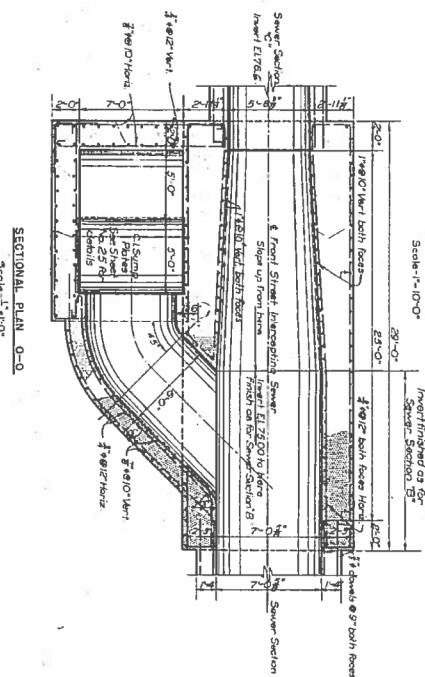
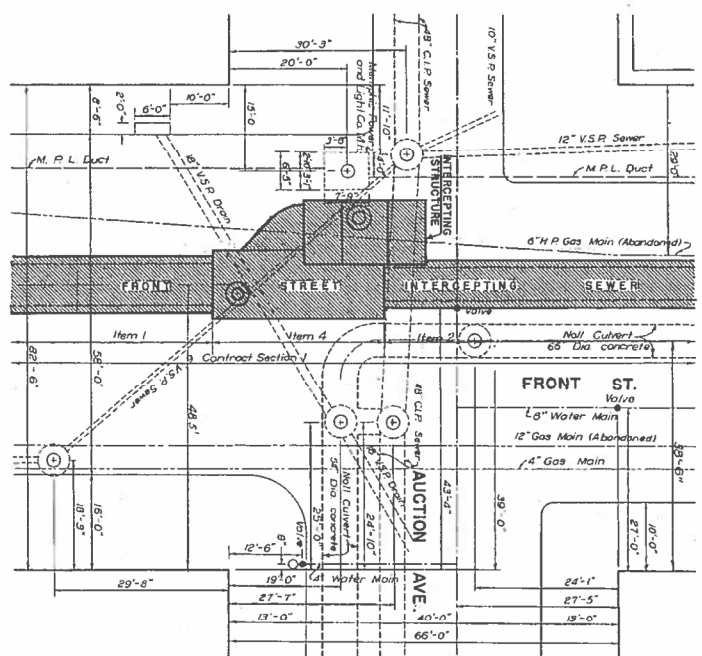




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**Section 3
Updated Technical Specifications / Maps / Drawings**



DETAILS OF RECESS FOR GATE ROD
Scale: 2"=1'-0"

SCALES

0 1 2 3 4 5 6 7 8 9 10
0 1 2 3 4 5 6 7 8 9 10
0 1 2 3 4 5 6 7 8 9 10
0 1 2 3 4 5 6 7 8 9 10
0 1 2 3 4 5 6 7 8 9 10
0 1 2 3 4 5 6 7 8 9 10

CONTRACT SECTION I ITEM 4

FRONT STREET INTERCEPTING SEWER
MEMPHIS, TENNESSEE

INTERCEPTING STRUCTURE
AUCTION AVENUE

APPROVED
DATE: 02/11/1937
BY: [Signature]
CHIEF ENGINEER

DESIGNED BY: [Signature]
DATE: 02/11/1937
BY: [Signature]
ENGINEER

CONTRACT NO. 28
SHEET 24 OF 39