



ST. TAMMANY PARISH

MICHAEL B. COOPER
PARISH PRESIDENT

November 27, 2023

Please find the following addendum to the below-mentioned BID.

Addendum No.: 1

Bid#: 23-44-2

Project Name: Lower W-15 Area Drainage Improvements Phase III

Bid Due Date: December 14, 2023

GENERAL INFORMATION:

1. A Non-Mandatory pre-bid meeting was held on Wednesday, November 15, 2023 at 2:00 PM at the St. Tammany Parish Government Complex 21454 Koop Dr. Mandeville, LA 70471 Sign-in sheet (Attached) Pre-bid meeting agenda (Attached)
2. If desired the site will be unlocked and can be accessed on November 28 & 29, 2023, from 10:00AM-12:00PM.

QUESTIONS & ANSWERS:

Question 1. What is the engineers estimate and how current is it?

Answer 1. \$570,000.00 within the past 2 months

Question 2. Are there any hazardous materials located on the project site?

Answer 2. Based on borings from previous project constructed in 2016 for French Branch Pond the Parish does not expect any hazardous materials onsite.

ATTACHMENTS:

1. Sign-in sheet.pdf
2. Pre-bid Meeting Agenda.pdf

End of Addendum # 1

PROCUREMENT DEPARTMENT
P.O. BOX 628 | COVINGTON, LOUISIANA | 70434 | PROCUREMENT@STPGOV.ORG | 985-898-2520

WWW.STPGOV.ORG

Version 2022 Q1

PRE-BID SIGN-IN SHEET

LOWER W-15 AREA DRAINAGE IMPROVEMENT PH III – DIVERSION CANAL

	NAME	COMPANY	EMAIL	PHONE	TIME IN	TIME OUT
1	LANNY CAZAY	BEVERLY CONST	LANNY@Beverlyinc.com	985-264-8725	1:30	
2	Sean Weick	Cycle Const	seanw@cycleconstruction.com	504-467-1444	1:50	
3	Graham Verjain	Wolf Group Const	WolfGroupConstruction@gmail.com	504-715-8615	1:50	
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Date: Wednesday November 15, 2023
Time: 2:00PM
Project: Lower W-15 Canal Improvements
Phase III-Diversion Canal
STP Project #EN19000238
DDG Project #20-826
Location: 21454 Koop Drive
Mandeville, LA 70471

**NON-MANDATORY PRE-BID CONFERENCE
AGENDA**

1. Sign-In & Introductions
 - a. Owner: St. Tammany Parish Government (STP)
 - b. Engineer: Duplantis Design Group, PC
2. Delivery of Bids
 - a. Bids will be received by St. Tammany Parish at their office located at **21454 Koop Drive, Suite 2F, Mandeville, LA 70471 until 2:00 PM Thursday, December 14, 2023.** Each bid shall either be hand delivered or such Bid shall be sent by the United States Postal Service or another express carrier or delivery service, or shall be submitted electronically via www.bidexpress.com.

Bids received after the scheduled time for opening will NOT be considered.

3. Project Addenda
 - a. Clarifications in response to question concerning Contract Documents will be issued in an Addendum.
 - b. Send all questions to procurement@stpgov.org. Questions are to be submitted by Monday, December 5th, 2023 at 2:00PM. Any questions submitted outside of this provided email address will not be considered. Please make sure to put the project title in the email subject line. Questions will not be answered over the phone.
 - c. Addenda will be issued as soon as possible but no later than December 8th, 2023 at 12:00PM.
 - d. Addenda will be posted to BidExpress and emailed to all contractors who attend the pre-bid meeting.
4. Proper Preparation and Submission of Bids (INSTRUCTIONS FOR PROCUREMENT)
 - a. Bids to be submitted by the time and at the place indicated in the Advertisement For Bids section, or shall be submitted electronically via www.bidexpress.com.
 - b. Each Bid Proposal packet shall include:
 - i. Completed Uniform Public Work Bid Form
 1. Complete bidder information as requested
 2. Acknowledgement and date of Addenda on Bid Proposal
 3. Properly fill in unit price of each item included in the Bid Form.

4. Sign and Attest the bid.
 - ii. Signature Authorization with written evidence of authority. (LA R.S. 38:2212(B)(5))
 - iii. Bid Bond with Power of Attorney, or Certified Check or Cashier's Check, all in the amount of 5% of the total amount of the bid.
 - c. Hard copy bids shall be submitted in an opaque envelope. The bid envelope shall be identified on the outside with the name of the project, and the name, address, and license number of the Bidder.
5. Contract Documents and Requirements:
 - a. Contracting Requirements section of the construction documents
 - i. Contract between Owner and Contractor
 - ii. Performance and Payment Bond
 - iii. Affidavit
 - b. Federal Labor Law Requirements
6. General Project Information
 - a. **Contract Time:** 185 Days
 - b. **Required Contractor's License:** Type III Heavy Construction (Highway, Street, and Bridge Construction)
 - c. **Liquidated Damages:** \$500.00 per day.
 - d. **Contractor's Liability Insurance:** Please refer to Section 24.07 of the General Conditions
 - e. **Construction Submittal Process:** Directly to the Engineer (DDG). Further direction will be provided when the Bid is awarded.
 - f. There will be mandatory monthly progress meetings with Engineer and Owner personnel during construction.
7. Scope of Work
 - a. The project consists of the following:
 - i. Clearing and grubbing of the proposed canal alignment and access road within the limits of construction.
 - ii. Installation of temporary drainage structure within the Reine Canal to gain access to the project site.
 - iii. Construction and Maintenance of access road.
 - iv. Alt. #1 – Placement of spoil material within the permitted area within the French Branch Pond.
 - v. Weather conditions will heavily influence workflow.
8. Bid Form
 - a. Review and Discussion of Bid Items
9. Construction Sequence and Means & Methods
 - a. Both are the responsibility of the Contractor.
 - b. Contractor to submit project schedule for the Engineer's review and approval upon execution of the construction contract but no later than 3 days prior to the pre-construction meeting.
 - c. Project schedule is to be revised and submitted monthly with Contractor's Pay Request; to include a narrative describing any changes to the schedule.
10. Site Familiarity
 - a. Site is completely fenced in and locked.
 - b. Site will be unlocked and available for access on Tuesday 11/28/23 and Wednesday 11/29/23 from 10AM-12PM.
11. Agency/Owner Comment
12. Questions
13. Adjourn