



ADDENDUM NO. 1

TO: Interested Parties
FROM: Michael Armel, Project Manager
Division of Engineering
DATE: Thursday, March 3, 2022
PROJECT: SPRING 2022 TREE PLANTING
COUNTY CONTRACT NO. SR-TP-299-28

Acknowledge receipt of this **Addendum No. 1** by signing in the space provided below and returning with your Bid.

Failure to sign and return with your Bid may subject the Bidder to disqualification. This **Addendum No. 1** forms a part of the Bid Documents, it supplements and modifies them as outlined herein.

This **Addendum No. 1** (including Attachments A & B) consists of **12** pages, including this page.

I hereby acknowledge receipt of **Addendum No. 1**:

By: _____ Date _____
Signed Name

Typed Name

Title

For (Firm): _____

Phone Number: _____

Email Address: _____

ADDENDUM NO. 1

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ADDENDUM NO. 1

SPRING 2022 TREE PLANTING

COUNTY CONTRACT NO. SR-TP-299-28

Date Issued: Thursday, March 3, 2022

**Bids Due: Thursday, March 10, 2022
1:00 p.m., Local Time**

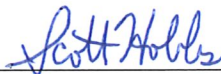
The following addendum material is hereby made a part of the Bid Documents.

Please note the following changes, information, and/or instructions in connection with the proposed work and submit proposals accordingly.



Michael V. Armel
Project Manager
Division of Engineering

By Authority of:
Board of County Commissioners
Washington County, Maryland



Scott Hobbs, P.E.
Director
Division of Engineering

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COUNTY CONTRACT NO. SR-TP-299-28

TO: All prime Contractors and all others to whom specifications have been issued.

ITEM 1.01 Pre-Bid Tele-Conference held Wednesday, February 16, 2022:

A Record of the Pre-Bid Tele-Conference (consisting of 4 pages) (**Attachment A**), and the Teleconference Attendance List (plus Plan Holders List) (consisting of 3 pages) (**Attachment B**), shall be incorporated into the Contract Documents.

ITEM 1.02 **BID QUESTIONS & RESPONSES**, received by the deadline on Wednesday, February 23, 2022, are listed below; and all questions and responses contained herein shall be incorporated into the Bid Documents. [For clarification, all questions submitted by Friday, February 25, 2022, have been answered.]

- Q1. The section on concrete/aggregates/soil testing can be dis-regarded. Correct?
- R1. That section is not applicable to tree planting.**
- Q2. Section ITB 1.1 says that questions are due by "Friday" February 23, 2022. However, Friday is February 25 and the 23rd is a Wednesday. Can you clarify which day is the due date for questions?
- R2. As listed on the website, ITB page 4 and stated in the pre-bid teleconference, questions were due Wednesday February 23, 2022. For clarification, all questions submitted by Friday, February 25, 2022, have been answered.**
- Q3. The contractor is not responsible for damage to the work that is caused by trespass, vandalism, or natural events (such as flood or hurricane) over which the contractor has no control. Correct?
- R3. No, however it is expected that the Contractor will take measures to maintain the minimum 70% survival rate, such as watering during dry periods.**
- Q4. Section GC-4.10 - will there be a required warranty guarantee bond?
- R4. The County will not be requiring a warranty guarantee bond for this project.**
- Q5. Section GC - 5.14 - Will the contractor be required to produce "as-built plans" for each property? If so, what will the exact requirements be for approval of those documents? Also, will payment be contingent on having a County-approved as-built completed?
- R5. As-built plans are not required for this project.**
- Q6. GC-7.13.b.3.E - Builders Risk Insurance - Is this insurance requirement applicable to this contract?
- R6. Builder's risk insurance is not applicable to this tree planting project.**
- Q7. Can you provide a map showing the access route into the Paradise Manor planting area?
- R7. Location #13 is through the stormwater pond access area. Location #20 is from Walnut Point Road also through the stormwater pond access area.**

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- Q8. Most bare-root seedlings are 1-0 seedlings. 2 year old seedlings are specified. Will 1 year old be allowed?
- R8. Please use seedlings that are a minimum of two years old.**
- Q9. Contractor is responsible for providing shelters, stakes, birdnets, and nets (that is how I read the specs). Correct?
- R9. Yes; see Item 726.**
- Q10. Mowing - Contractor is responsible for mowing in between rows of trees. Is the contractor responsible for trimming all grass *within* the rows of trees not cut by the between-row planting? If so, can the contractor use a "strip-spray" method to keep vegetation down within rows and in the place of string-trimming?
- R10. Mowing between the tree rows should not include strip spraying.**
- Q11. Special Provisions Item #729.03.I - Does this item apply to this contract? It looks like an artifact from a different contract.
- R11. No; Special Provision Item 729.03 Section I will be removed.**
- Q12. For the bid bond, I see pages BF-10 and BF11. Does that mean that I need to fill out BF-10 AND have a separate Bid Bond Form from the surety? Or is BF-10 the bond itself. Thanks.
- R12. The Bid Letter (BF-10) should be filled out and included with all bids. A bid bond will not be required for this project. BF 11 can be disregarded.**
- ITEM 1.03: Reference to the Washington County Division of Public Works or the Division of Environmental Management shall also refer to the Division of Engineering.**
- ITEM 1.04: In regard to project management, documentation submitted in tabular format (e.g. schedule of values, application for payment, submittal itemization; submittal schedule) shall be in Excel worksheet format (Microsoft Office Excel format, Office 365/latest compatible version as determined by the Engineer). Such tables shall include the data required by the Engineer (e.g. for applications for payment, similar to AIA documents G702 and G703 or as directed by the Engineer); for submittals, item description, specification and drawings references, supplier/manufacturer and supplier/manufacturer's contact person with phone number(s) and e-mail addresses, confirmation of compliance with the drawings and specifications and other contract documents, identification of any aspect not in compliance with the drawings and specifications and other contract documents, etc. Preprinted submittal documentation from suppliers/manufacturers that is in tabular format is not required to be in Excel worksheet format, unless so noted elsewhere. Confirmation of compliance with the drawings and specifications and other contract documents and identification of any and all aspects not in compliance with the drawings and specifications and other contract documents, etc. shall be provided by the contractor**

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on each and every paper or electronic submittal. The objective is to have useable data in Excel format, throughout the construction period. Confirmation of compliance with the drawings and specifications and other contract documents and identification of any and all aspects not in compliance with the drawings and specifications and other contract documents, etc. shall be provided by the contractor on each and every paper or electronic submittal.

Summary of Attachments:

Attachment A: PreBid Tele-Conference Meeting Record (consisting of 4 Pages).

Attachment B: PreBid Tele-Conference Attendance Sheet (consisting of 3 Pages).

END OF ADDENDUM NO. 1



Washington County

M A R Y L A N D

DIVISION OF ENGINEERING

ADDENDUM NO. 1

ATTACHMENT "A"

SPRING 2022 TREE PLANTING

COUNTY CONTRACT NO. SR-TP-299-28

RECORD OF PRE-BID TELECONFERENCE (VIRTUAL)

Wednesday, February 16, 2022; 11:00 a.m., Local Time

MEETING LOCATION: VIA TELECONFERENCE / VIRTUAL MEANS, FROM:
Washington County Administrative Annex Building
80 West Baltimore Street, Hagerstown, MD 21740

PRE-BID CONFERENCE AGENDA

- PB1. Welcome & Introductions**
- PB2. Project Overview**
- PB3. Project Classification**
- PB4. Invitation to Bid, Time of Completion & Liquidated Damages**
- PB5. Contract Provisions**
- PB6. Bid Due Date & Location**
- PB7. Preparation of Bid, Bid Forms**
- PB8. Addenda and Interpretations**
 - Email: ECBidQuestions@washco-md.net
 - Fax no.: (240) 313-2401
- PB9. Questions (submit 'in writing')**
- PB10. Request(s) for Site Meetings**
- PB11. Meeting Adjournment**

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PRE-BID CONFERENCE RECORD

PB1. WELCOME & INTRODUCTIONS:

On behalf of the Board of County Commissioners of Washington County and its Division of Engineering and its Division of Construction, a welcome and a thank you for the interest shown in this project was extended to all in attendance.

Introductions of all persons in attendance were made. See 'sign-in' sheet (Attachment B).

- Washington County Project Team Members, Division of Engineering include:
 - Scott Hobbs, P.E., Director of Engineering
 - Rich Eichelberger, Director of Construction
 - Pam Mohn, P.E, Chief of Design, Division of Engineering
 - Blair Reynolds, Chief Project Manager, Division of Engineering
 - Michael (Mike) Armel, Project Manager, Division of Engineering
 - Logan Beatty, Civil Engineer, Division of Engineering
 - Monica Lindsay, Administrative Assistant, Division of Engineering

- Washington County Project Team Members, Division of Environmental Management include:
 - Mark Bradshaw, Director, Division of Environmental Management
 - Alex Reed, Watershed Specialist, Department of Water Quality
 - Courtney Malott, Stormwater Technician, Department of Water Quality
 - Joshua Trott, Stormwater Technician, Department of Water Quality

- The pre-bid conference is provided as a courtesy to assist potential bidders with becoming familiar with the project. A record of today's conference will be issued to plan holders via addendum. The project addenda as well as the Bid Documents shall serve as the basis for the construction contract.

REFERENCE IS MADE TO THE NUMEROUS PROVISIONS OF THE INSTRUCTIONS TO BIDDERS (ITB), AND TO THE OTHER PROVISIONS OF THE CONTRACT / BID DOCUMENTS FOR PERTINENT INFORMATION RELATIVE TO THE BID.

PB2. PROJECT OVERVIEW:

- Reference the "The Project" section of Bid Document for a description of the project.
- This is a locally funded project.
- The project consists of planting bareroot tree seedlings with stakes and protective tubes over an area that is approximately 18.5 acres. The plantings will take place over multiple Washington County properties (depicted on 25± maps that are part of the Contract Documents). There will be pre-planting mowing, mowing maintenance, and herbicide applications.

Key Dates (all times are 'Local Time')

Advertisement	Wednesday, February 9, 2022	(published) (pg. ITB-2)
Pre Bid TeleCon	Wednesday, February 16, 2022	11:00 am (ITB 1.06 & pg. ITB-4)
Questions Due	Wednesday, February 23, 2022	4:00 pm, In writing, faxed 240.313.2401 (ITB 1.11; & pg ITB-4) Email – ECBidQuestions@washco-md.net
Bids Due	Thursday, March 10, 2022	1:00 pm (ITB 1.01 & pgs ITB-2, -3)
Anticipated NTP	in April 2022 9 consecutive calendar days project (ITB 1.10)	
Anticipated Completion	in June 2022 (ITB 1.10)	

PB3. PROJECT CLASSIFICATION:

- The project classification is Cost Group Letter Class "A", \$1 to \$100,000 in accordance with MDOT SHA Project Classification. (pg ITB-3)

PB4. INVITATION TO BID, TIME OF COMPLETION & LIQUIDATED DAMAGES:

- This is a **90** consecutive calendar day contract; (ITB 1.10)
- Liquidated Damages are in the amount of **\$100.00** for each **additional** consecutive calendar day (ITB 1.10)
- Bids are irrevocable and may not be withdrawn for 120 calendar days following Bid Opening. (ITB 1.04)

PB5. CONTRACT PROVISIONS:

- *Reference also the "General Conditions", "Special Provisions", et.al. sections of the Bid Document for additional information.*
- The Contract Documents do not contain:
 - Davis-Bacon Wage Rates
 - MBE / DBE participation percentage (ITB 1.07)

PB6. BID DUE DATE & LOCATION: (pg ITB-3; ITB 1.01)

- Sealed Bids with proper designation are due by **1:00 pm, Thursday, March 10, 2022** at the Division of Engineering, County Administrative Annex Building, 80 West Baltimore Street, Hagerstown, Maryland 21740-6003.
- *Those bidders who wish to hear a reading of the bids shall call 240-313-2460 to receive instructions prior to the bid opening. (ITB-3).*

PB7. PREPARATION OF BID, BID FORMS

- *The separate set of blank bid forms included with the bid documents shall be used in submitting contractor bids. (ITB 1.03)*

PB8. ADDENDA AND INTERPRETATIONS (ITB 1.11):

- Submit additional bid inquiries **in writing by 4:00 p.m. on Wednesday, February 23, 2022** for delivery to the Division of Engineering, County Administrative Annex Building, 80 West Baltimore Street, Hagerstown, Maryland 21740-6003, or via email to ECBidQuestions@washco-md.net; or faxed to (240) 313-2401.
- Addenda will be issued to all plan holders via email and will also be uploaded to eMaryland Marketplace. Addenda will include the Record for today's pre-bid tele-conference.
- **Email:** ECBidQuestions@washco-md.net
- **Fax no.:** (240) 313-2401

PB9. DISCUSSIONS FROM QUESTIONS & RESPONSES AT THE PRE-BID TELE-CONFERENCE (submit in writing also)

No questions were posed by any prospective bidder, or by any other attendee, at the pre-bid teleconference.

Regardless of discussion at this pre-bid tele-conference, submission of any question posed at this pre-bid conference is required; submit as indicated in PB8 above.

- If the need can be demonstrated to the satisfaction of the Engineer, a 1 week road detour will be considered.

PB10. PROJECT SITE MEETINGS

Contact the Division of Engineering, Michael Armel, directly if you wish to meet a representative at a project site. Any discussion or questions at a site meeting must be posed per item PB8 above for an official reply; oral interpretations to a bidder(s) at a site meeting are not sufficient.

PB11. MEETING ADJOURNMENT: 11:12 a.m.



ADDENDUM NO. 1 - ATTACHMENT "B"

ATTENDEES (VIRTUALLY) AT

SPRING 2022 TREE PLANTING

COUNTY CONTRACT NO. SR-TP-299-28

PRE-BID TELECONFERENCE (VIRTUAL)

Wednesday, February 16, 2022; 11:00 a.m., Local Time

Name	Company	Phone	email
Shannon Novak Operations Manager	Patriot Natural Resources	240-200-0955	shannon@patriotnr.org
	For Washington County MD Division of Environmental Management		
Mark Bradshaw	Director	240-313-2615	mbradsha@washco-md.net
Alex Reed	Watershed Specialist	240-313-2677	areed@washco-md.net
Courtney Malott	Stormwater Technician	240-313-2607	cmalott@washco-md.net
Joshua Trott	Stormwater Technician	240-313-2608	jtrott@washco-md.net
	For Washington County MD Division of Engineering		
Michael Armel	Project Manager	C: 240-675-0130	marmel@wshco-md.net
Pam Mohn, P.E.	Chief of Design	O: 240.313.2449	pmohn@washco-md.net
Logan Beatty	Civil Engineer	O: 240-313-2402	lbeatty@wshco-md.net
Monica Lindsay	Administrative Assistant	O: 240-313-2412	mlindsay@wshco-md.net

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ADDENDUM NO. 1 - ATTACHMENT "B"

REGISTERED ATTENDEES AT

BENEVOLA NEWCOMER ROAD / STREAM RESTORATION
Washington County Contract No. RD-BN-274-10; Project No. 10-274

PRE-BID TELECONFERENCE (VIRTUAL)

Wednesday, September 2, 2020; 10:00 a.m., Local Time

Name	Company	Phone	email
	DIVISION OF ENGINEERING PROJECT TEAM		
Scott Hobbs, P.E., Director of Engineering	Washington County Division of Engineering		
Rich Eichelberger, Director of Construction	Washington County Division of Construction		
Pam Mohn, P.E., Chief of Design	Washington County Division of Engineering	O: 240.313.2449	pmohn@washco-md.net
Blair Reynolds, Chief Project Manager	Washington County Division of Engineering	O: 240.313.2420	breynolds@washco-md.net
Michael (Mike) Armel, Project Manager,	Washington County Division of Engineering	C: 240.675.0130 O: 301.240.2411	marmel@washco-md.net
Logan Beatty Civil Engineer	Washington County Division of Engineering	O: 240-313-2402	lbeatty@washco-md.net
Monica Lindsay, Administrative Assistant,	Washington County Division of Engineering	O: 240.313.2412	mlindsay@washco-md.net

