



City of Cambridge

PURCHASING DEPARTMENT

795 Massachusetts Ave. • Cambridge, Massachusetts 02139-3219

Amy L. Witts
Purchasing Agent

TO: All Bidders

FROM: City of Cambridge

DATE: June 1, 2015

RE: File No. 6860 –Stormwater Quality Sampling Stations & Scada Expansion Project-
Addendum No. 1

This addendum is comprised of:

1. Pre-bid meeting agenda
2. Sign in sheet
3. Meeting minutes
4. Bid extension.

The bid opening has been postponed from Thursday June 11, 2015 @ 2:00PM to Thursday June 18, 2015 @ 2:00PM.

Questions deadline has been postponed from Thursday June 4, 2015 @ 4:00PM to Thursday June 11, 2015 @ 4:00PM.

All other details remain the same.

A handwritten signature in cursive script that reads 'Amy L. Witts'.

Amy L. Witts
Purchasing Agent

Addendum No. 1

STORM WATER QUALITY SAMPLING STATIONS
& SCADA EXPANSION PROJECT

PRE-BID MEETING AGENDA

MAY 28, 2015 @ 11:00AM

DPW OFFICES, 147 Hampshire Street, Cambridge, MA

1. **Sign-In-Sheet** *(attached)*

2. **Project Summary**
 - Permanent storm water quality sampling stations (4 locations)
 - Portable storm water quality sampler (1 location)
 - SCADA panel added to existing flush vaults (7 cabinets in 1 general area)
 - Project Estimated value: \$500,000
 - Contract Time is 180 days

3. **Bid Documents**
 - Plans and specs are available at Purchasing Dept. at City Hall
 - Bids are due at Purchasing Dept. at City Hall
 - Section 00300, Part B. Quality Requirements
 - Section 00312 Statement of Bidder's Qualifications
 - Section 17100, Part 1.1.D.2 Drain Vault SCADA Panel Testing
 - Section 17100, Part 3.2 and Part 3.9 Manufacturer's Services and Training

4. **Standard Work Hours and Holidays**
 - 7 a.m. – 4 p.m. Monday through Friday.
 - No work on City Holidays or declared emergencies.

5. **Questions**

6. **Addendum**
 - An addendum will be issued that includes (1) the minutes of this Pre-Bid meeting and (2) the addition of SCADA hardware to be delivered to the City for installation by others.

MEETING MINUTES

DATE OF MEETING: May 28, 2015
ATTENDEES: [per attached sign-in sheet]
RECORDED BY: Emerson Olander (MWH)
SUBJECT: Storm Water Quality Sampling Stations & SCADA
Expansion Project – Pre-Bid Conference

On Thursday, May 28 2015, a Pre-Bid Conference was held at the City of Cambridge Department of Public Works (DPW) at 147 Hampshire Street at 11:00 am. Emerson Olander of MWH Americas, Inc. conducted the meeting and gave an overview of the project per the attached agenda.

The following questions were asked by prospective bidders following review of the project.

1. Question: What is the anticipated duration of the bid process?

Answer: The Bid Opening date is stated in Section 00200 Invitation to Bid of the Contract Documents. The City anticipates a 3 week period for execution of the Contract after the Bid Opening date, assuming no irregularities in the bidding process.

2. Question: Who has picked up plans and specifications?

Answer: An updated list of entities that have picked up Contract Documents is maintained on the City Purchasing Dept. website:
<http://www2.cambridgema.gov/purchasing/listBids.cfm?constbidid=541>

3. Question: How will the planned Bid Addenda be released?

Answer: The City Purchasing Dept. will notify and distribute Bid Addenda to all entities that have picked up the Contract Documents. E-mail is the likely method of distribution.

Bid Addenda will also be posted to the City Purchasing Dept. website:
<http://www2.cambridgema.gov/purchasing/listBids.cfm?bidType=C>

Following this last question, Mr. Olander informed the bidders that a one week extension is planned to be included in the Bid Addenda, to allow additional time for questions and pricing of added work.

END

