

CALL FOR BIDS
CITY OF MINNEAPOLIS
M I N N E S O T A

Official Publication No. 8311

June 30th, 2016

PURCHASING DEPARTMENT
330 Second Avenue South - Suite 552
Minneapolis, MN 55401

Finance - Property Services

AN AFFIRMATIVE ACTION EMPLOYER

For information call
David Schlueter, (612) 673-2834
david.schlueter@minneapolismn.gov

ADDENDUM NO. 1

"BIDS FOR MINNEAPOLIS FIRE DEPARTMENT WASHER-EXTRACTOR PROJECT"

THIS ADDENDUM IS A CONTRACT DOCUMENT AND MAY APPLY TO ANY OR ALL CONTRACTS AND SUBCONTRACTS UNLESS OTHERWISE SPECIFIED HEREIN OR SHOWN ON THE ATTACHED DRAWINGS (IF ANY). ALL WORK REQUIRED BY THIS ADDENDUM SHALL BE IN COMPLETE ACCORD WITH THE CONTRACT DOCUMENTS AND SUBSEQUENT ADDENDA THERETO. THE ITEMS LISTED IN THIS ADDENDUM ARE NOT IN ANY ORDER IN REGARD TO THE DRAWINGS OR THE SPECIFICATIONS. ALL CONTRACTORS ARE CAUTIONED TO EXAMINE EACH AND EVERY ITEM OF THIS ADDENDUM.

ATTACHMENTS INCLUDED IN ADDENDUM NO. 1

Pre-Bid Meeting Sign-In Form from June 29th.
Pre-Bid Meeting Notes from June 29th.
SUBP Bidding Requirements Summary.
Photos of abated areas at Fire Stations 2, 15, 16, & 19.

CLARIFICATIONS

DRAWING ME 2.1 – Fire Station No. 2 Main Level Floor Plan

1. Abatement work has been conducted at location of Hot & Cold water supply tie-ins.
2. ADD NOTE: Provide insulation for approximately 6 pipe fittings & 10 linear feet of piping of various sizes (verify exact sizing & lengths in field) – See attached photos for reference.

DRAWING ME 15.0 – Fire Station No. 15 Basement Level Floor Plan

1. Abatement work has been conducted at location of Hot & Cold water supply tie-ins.
2. ADD NOTE: Provide insulation for approximately 4 pipe fittings & 10 linear feet of piping of various sizes (verify exact sizing & lengths in field) – See attached photos for reference.

DRAWING ME 16.1 – Fire Station No. 16 Main Level Floor Plan

1. Abatement work has been conducted at location of Hot & Cold water supply tie-ins.
2. ADD NOTE: Provide insulation for approximately 6 pipe fittings & 25 linear feet of piping of various sizes (verify exact sizing & lengths in field) – See attached photos for reference.

DRAWING ME 19.0 – Fire Station No. 19 Basement Level Floor Plan

1. Abatement work has been conducted at location of Hot & Cold water supply tie-ins.
2. ADD NOTE: Provide insulation for approximately 35 pipe fittings & 50 linear feet of piping of various sizes (verify exact sizing & lengths in field) – See attached photos for reference.

DRAWING ME 20.0 – Fire Station No. 20 Basement Level Floor Plan

1. CLARIFICATION TO NOTE: Straight pipe runs have been tested and have no asbestos containing materials. Tie-in to straight pipe runs only.

END OF ADDENDUM NO. 1

Please consider changes and/or corrections as part of the original bid specifications and submit your bid accordingly.

Receipt of this addendum MUST be acknowledged on the bid form

Bids opened at 10am, July 13th, 2016

Purchasing Department

City of Minneapolis
Finance and Property Services Department
MFD Washer-Extractor Improvement Project

PROJECT PRE-BID MEETING

Meeting Notes

Meeting Date/Time: June 29th, 2016, 9:00 AM

Location: Fire Station No. 12 – 5401 33rd Ave S

Attendance: Jason Perius (*MPLS Property Services*)

Topics of Discussion:

The purpose of this meeting is to establish goals and procedures for the construction of the above referenced project. The following topics will be discussed:

A. Introductions

1. Design Team Members – See attached contact list

a. Jason Perius will be the primary point of contact for this project

B. Bidding Time Frame

1. Bids Opening: **Wednesday, July 13th, 2016 @ 10:00 AM**
2. Addendums:
 - **Addendum No. 1 – Clarification addendum will be issued**
3. Completion Date Contract
 - October 31st, 2016

C. Other Items

1. Site Walk
2. Contractor Access
 - a. Background and ID required
3. City of Minneapolis use of site
 - a. Fire Department Operations
4. Permit from City of Minneapolis / City of Fridley (for EOTF)
5. Deliveries – No one at station – **Contractor responsible for receiving deliveries.**
6. W&D Equipment – Separate contract
7. Abatement work (Fire Stations 2, 15, 16, & 19) – **See Addendum No. 1 for clarification on abated areas at these stations**

D. City of Minneapolis, Civil Rights Department

1. Pre-award review
2. Affirmative action plans
3. Bid Package Submittals
4. Contact Person

E. Expectations of the City of Minneapolis

- MFD will continue to occupy and operate the building.
- Dust control & clean-up for saw-cutting & core drilling

- F. Site Access for Contractors**
- Contractor ID's
 - Available at the Public Service Center 250 S 4th Street 612-673-2037
- G. Other Comments or Questions?**

City of Minneapolis
Finance and Property Services Department
MFD Washer-Extractor Improvement Project

PROJECT CONTACT LIST

- Jason Perius - City of Minneapolis, Construction Management Coordinator
 - Office: 612-673-3943
 - Cell: 612-704-6521
 - jason.perius@minneapolismn.gov
- Ryan Charlton - Hallberg Engineering (Mechanical & Electrical Consultant)
 - Office: 651-748-4391
 - rcharlton@hallbergengineering.com
- Liz Kinney - MBJ Engineering (Structural Consultant)
 - Office: (612) 604-3617
 - lkinney@mbjeng.com
- Bruce Bungert - Inspec, Inc. (Roofing Consultant)
 - Office: (763) 546-3434
 - bbungert@inspec.com

Pre-Bid Meeting – June 29, 2016

OP 8311 – MFD Washer- Extractor Improvement Project

Minneapolis Department of Civil Rights (MDCR)
Contract Compliance Officer: Melyssa Mdumuka
Melyssa.mdumuka@minneapolismn.gov
612-673-5502

(Note: direct all questions concerning bids to City of Minneapolis Purchasing Department)

As part of the pre-award review for the lowest responsive and responsible bidder, the following is required:

- **Required Documents**
 - *SUBP Participation Form* (signed, dated, accurate) – Cannot be resubmitted or revised after submittal
 - *Prevailing Wage Certification*
- **Small and Underutilized Business Program (SUBP)**
 - **Goals**
 - **4%** Minority-Owned Business (MBE) Participation (must be MnUCP certified)
 - **2%** Women-Owned Business (WBE) Participation (must be MnUCP certified)
 - **Good Faith Effort (GFE):** Bidder must make every necessary and reasonable effort to subcontract work to MBEs/WBEs in advance of the dates specified for submitting and opening of bids.
 - Please review the 7 GFE Factors that may be considered by the City when conducting a GFE Review (**attached**).
 - Solicit to MnUCP certified MBE and WBE contractors
 - The MBE and/or WBE must be certified in the scope of service the contractor is soliciting and must be within the 11-county metro area to count towards the goals (**see MnUCP List in bid documents**).
 - Companies certified as both MBE and WBE count towards the MBE goal.
 - If any new or unforeseen scopes of work arise at any point, contractor should make a good faith effort to utilize a MnUCP certified MBE/WBE to perform the additional work.
 - Document all efforts that were made to solicit to and contract with MBE and WBE contractors certified in the MnUCP directory. Utilize the GFE Checklist.
 - Complete the GFE Checklist (**in bid documents**).
 - If the SUBP goals are not met according to *SUBP Participation Form* submitted with the bid, a GFE Review will be conducted and submittal of additional forms will be required (i.e. copies of bids, a Bidders and Solicitation List, etc.).

- If determined that bidder made a good faith effort to meet the goals, the review continues with the submittal of a pre-construction booklet and Affirmative Action Plan – detailed below.
 - If determined that bidder did not make a good faith effort to meet the goals, the bidder will receive a GFE denial letter.
- **Labor Compliance (Davis-Bacon Prevailing Wage)**
 - Davis-Bacon Prevailing Wage and Federal Labor Standards apply (see Prevailing Wage Certificate in bid specifications).
 - Pay employees and Certify Payrolls weekly via LCPtracker
 - Preliminary wage decision (**in bid documents**).
 - MDCR investigates complaints and apparent violations.
 - MCDR will conduct onsite reviews if necessary.
 - Online certified payroll reporting must be submitted through the LCPtracker database by all contractors performing onsite labor.
 - Apprentices
 - Must provide: Apprenticeship Agreement, Pay and Benefits Scale, and Ratio language.
 - Unregistered apprentices or apprentices utilized out of ratio are misclassified workers and must be paid at the journeyman rate.
 - Additional Wage Classifications
 - Must be requested prior to construction otherwise they must be requested immediately (through the GC).
 - Davis Bacon Poster posted on Site in safe conspicuous location
 - Ensure All Contractors working on site are not Federally De-barred (SAM.gov screen shots)
 - Federal Labor Standards Provision Incorporated into all contracts and subcontracts
- **Construction Workforce Goals**
 - For all contracts valued at \$50,000 or more, the minimum goals are as follows:
 - **6%** of the total project labor hours to be performed by females;
 - **32%** of the total project labor hours to be performed by minorities.
 - The general contractor and subcontractors shall make a good faith effort to meet these goals.
- **Affirmative Action Plan (AAP)**
 - Required on contracts in excess of \$50,000.
 - General Contractor must have an approved AAP on file prior to contract execution.
- **Pre-Construction Booklet**
 - General Contractor will be required to complete during pre-award review process and submit once it has been determined that a good faith effort has been made (if goals have not been met).
 - Collects information related to subcontracts, employment participation, construction schedule, and required wages.

- **Civil Rights Bid Documents**
 - Notice of Civil Rights Rules and Regulations
 - SUBP Special Provisions
 - SUBP Participation Form
 - MnUCP List
 - GFE Checklist
 - Wage Certification Form
 - Preliminary Wage Decision

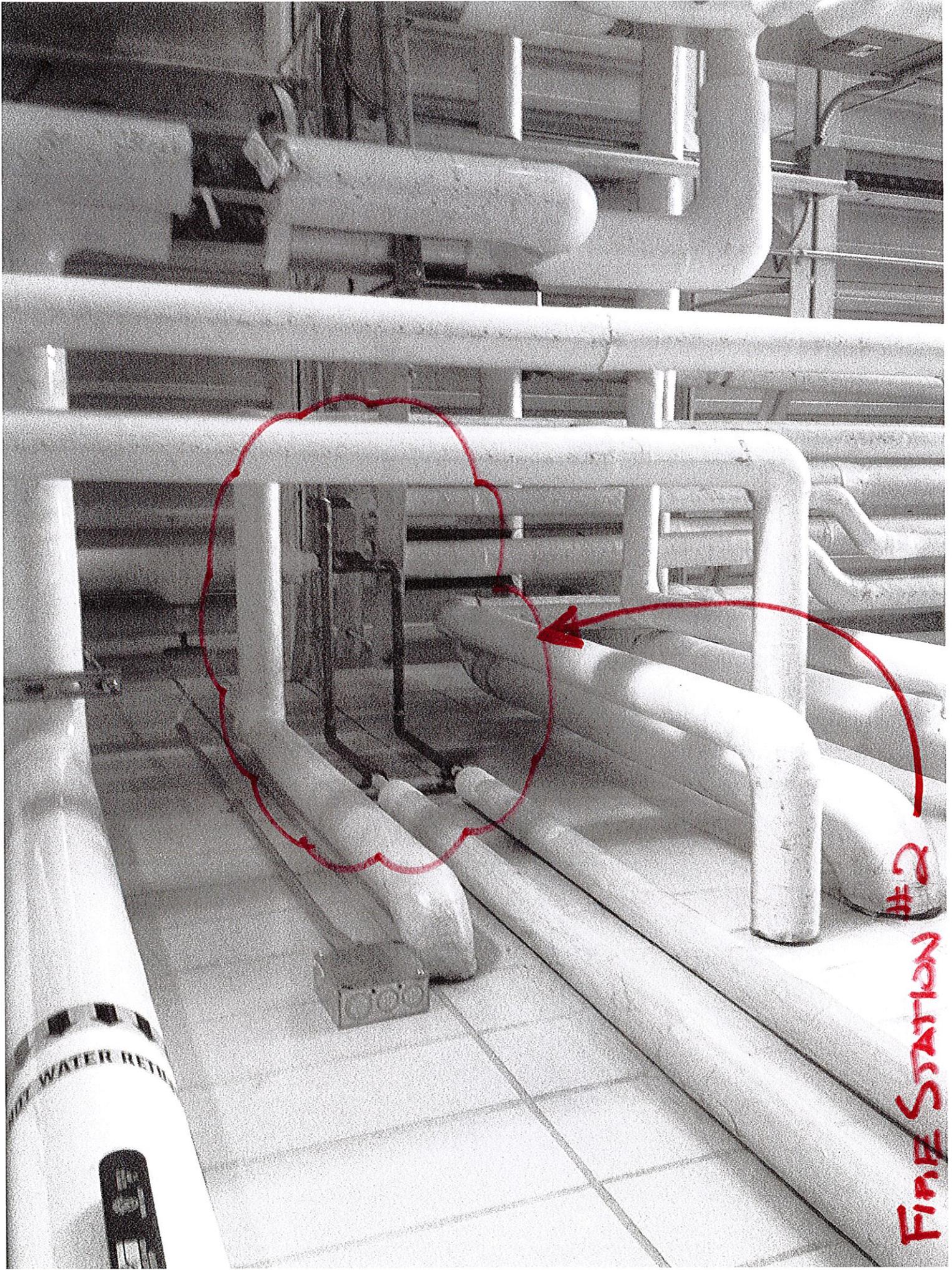
Please review the SUBP Special Provisions included in the bid specifications

Minneapolis Code of Ordinances
Title 16 – Planning and Development
Chapter 423 – Small and Underutilized Business Enterprise Program

423.90. - Good faith efforts.

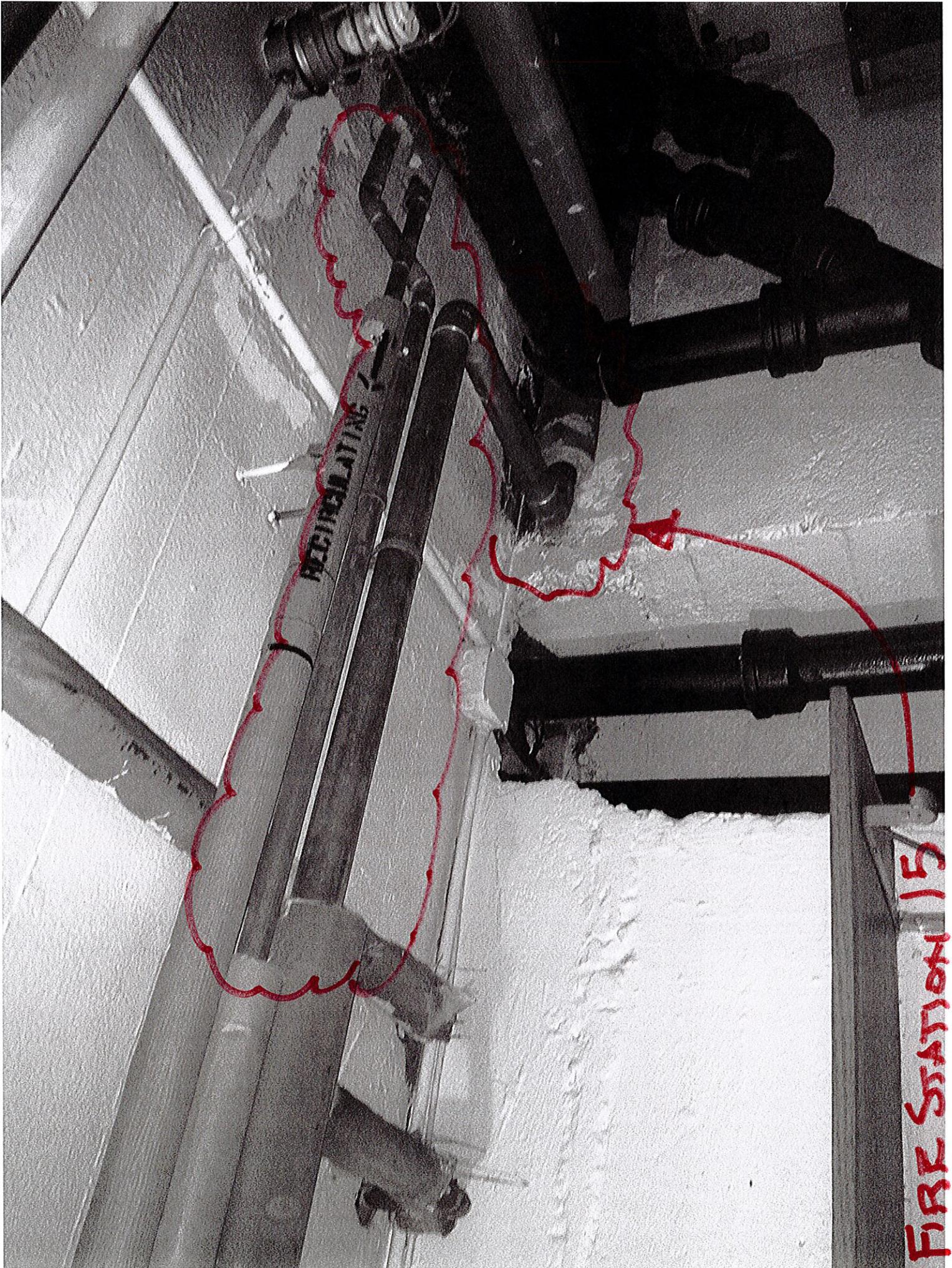
(g) If a bidder or proposer has not fully met the project goal, then it shall demonstrate its good faith efforts to do so. The bidder or proposer must make every necessary and reasonable effort to subcontract work to MBEs/WBEs in advance of the dates specified for submitting and opening of bids or requests for proposals. The bidder or proposer must furnish to the director at the time of bid or proposal any forms that the director deems appropriate, which may include, but not be limited to, the SUBP Participation form, bidders list and certificate of good faith efforts and an affidavit of good faith. **The department may consider the following list of actions when reviewing if a business solicited in good faith:**

- (1) Soliciting through all reasonable and available means (attendance at pre-bid meetings, advertising and/or written notices) the interest of all MBEs/WBEs certified in the scopes of work of the contract. The bidder or proposer must solicit MBEs/WBEs in sufficient time prior to bid opening or the proposal deadline to allow MBEs/WBEs to respond to solicitations. The bidder or proposer must determine with certainty if the MBEs/WBEs are interested by taking appropriate steps to follow up on initial solicitations.
- (2) Selecting portions of the work to be performed by MBEs/WBEs in order to increase the likelihood that the project goals will be achieved. This includes, where appropriate, breaking out contract work into smaller units to facilitate MBE/WBE participation, even when a contractor might otherwise prefer to perform these work items with its own forces.
- (3) Providing interested MBEs/WBEs with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.
- (4) The bidder or proposer must negotiate in good faith with interested MBEs/WBEs and provide written documentation of such negotiation with each such business. In determining whether the bidder or proposer negotiated in good faith, the department may consider a number of factors including price, scheduling and capabilities as well as the contract goal.
- (5) The fact that there may be some additional costs involved in finding and using MBEs/WBEs is not itself sufficient reason for a bidder's or proposer's failure to meet the project goals as long as such costs are reasonable.
- (6) If requested by a solicited MBE/WBE, the bidder or proposer must make reasonable efforts to assist such MBEs/WBEs in obtaining bonding, lines of credit or insurance as required by the city or by the bidder or proposer, provided that the bidder or proposer need not provide financial assistance toward this effort.
- (7) Effectively using the services of minority/woman community organizations; minority/woman contractors' groups; local, state and federal business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the solicitation and placement of MBEs/WBEs. (2011-Or-020, § 1, 3-10-11)



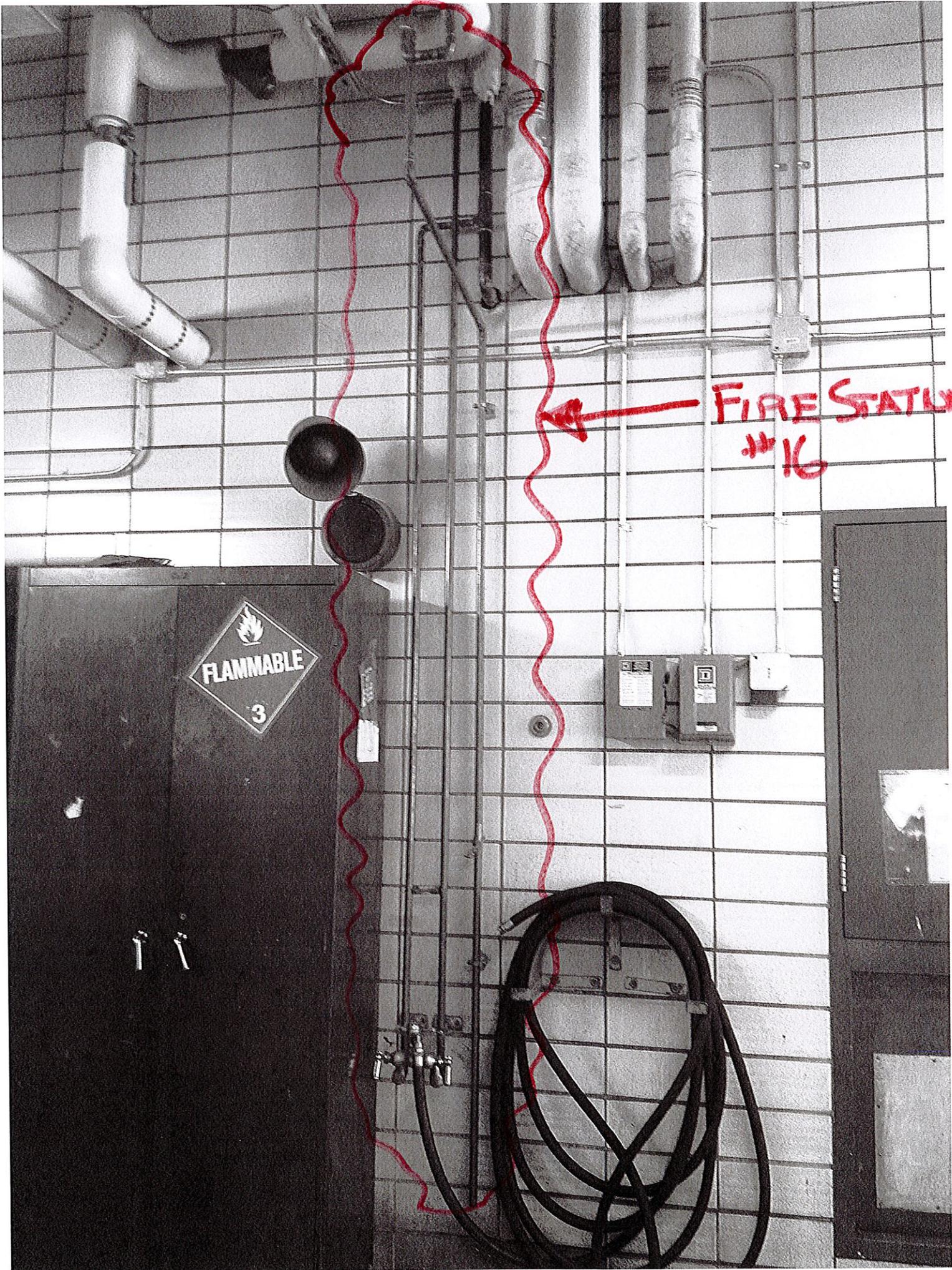
#2
FIRE STATION

WATER RETI...



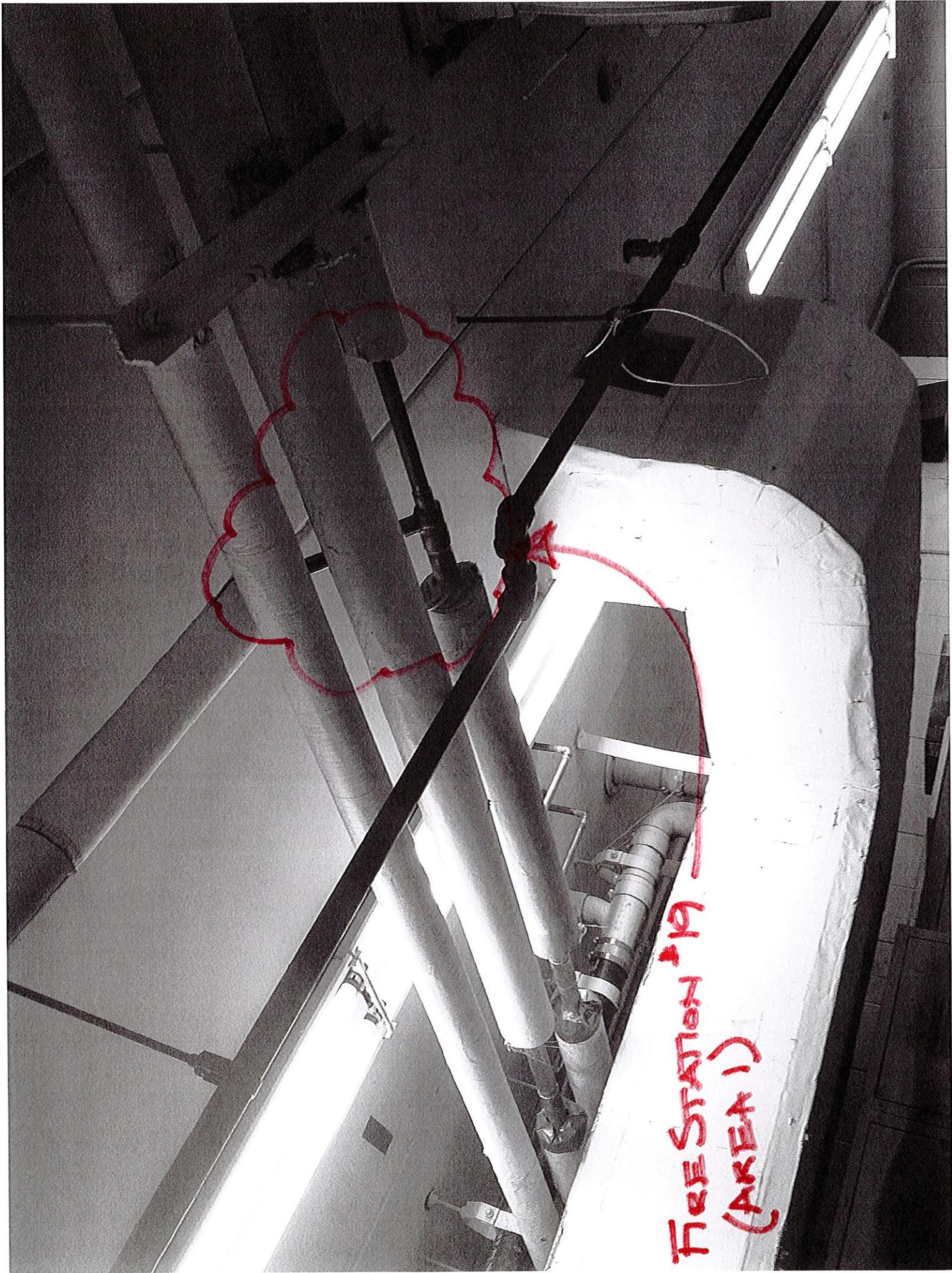
REGULATING

FIRE STATION 15

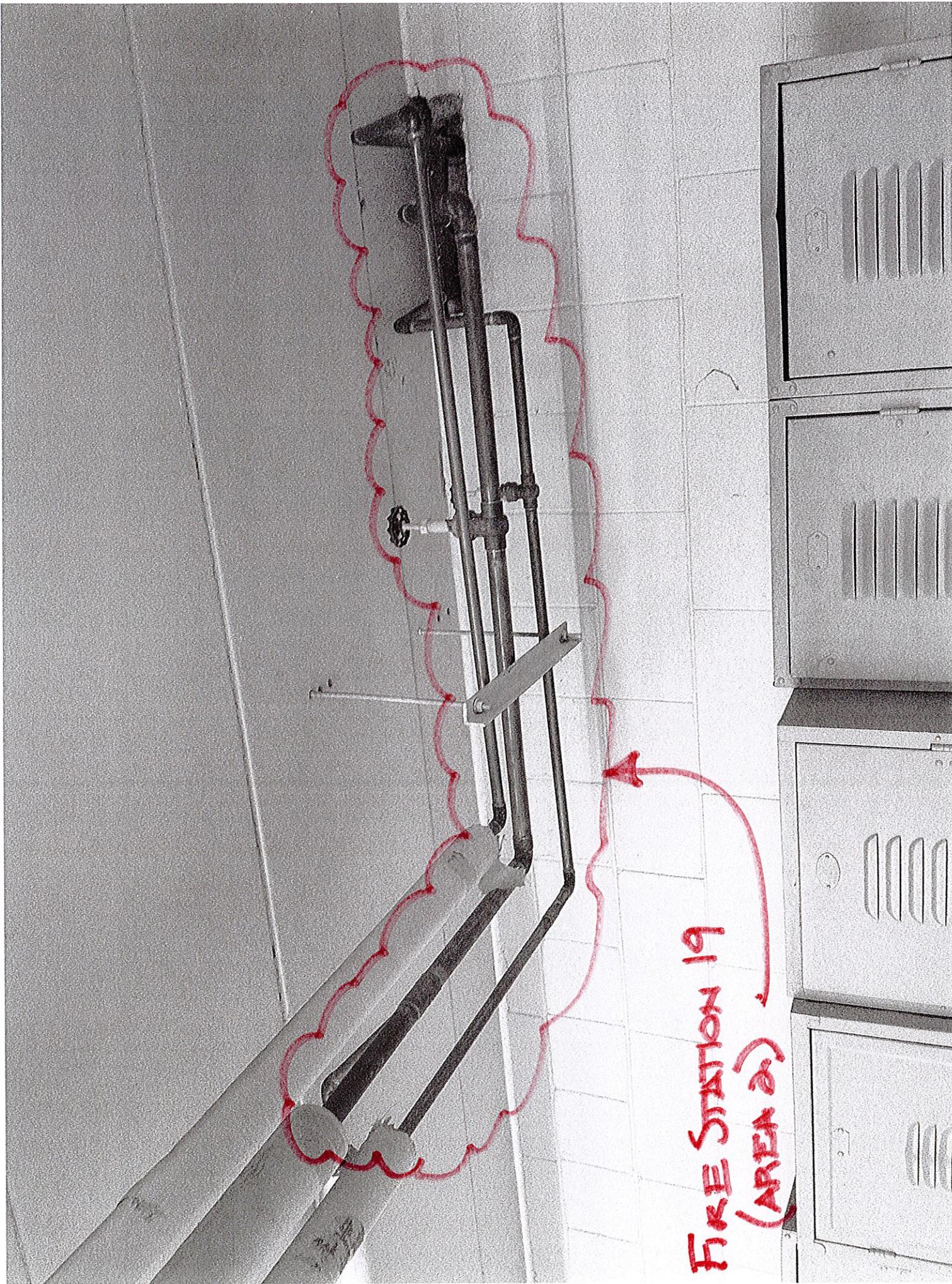


FIRE STATION
#16

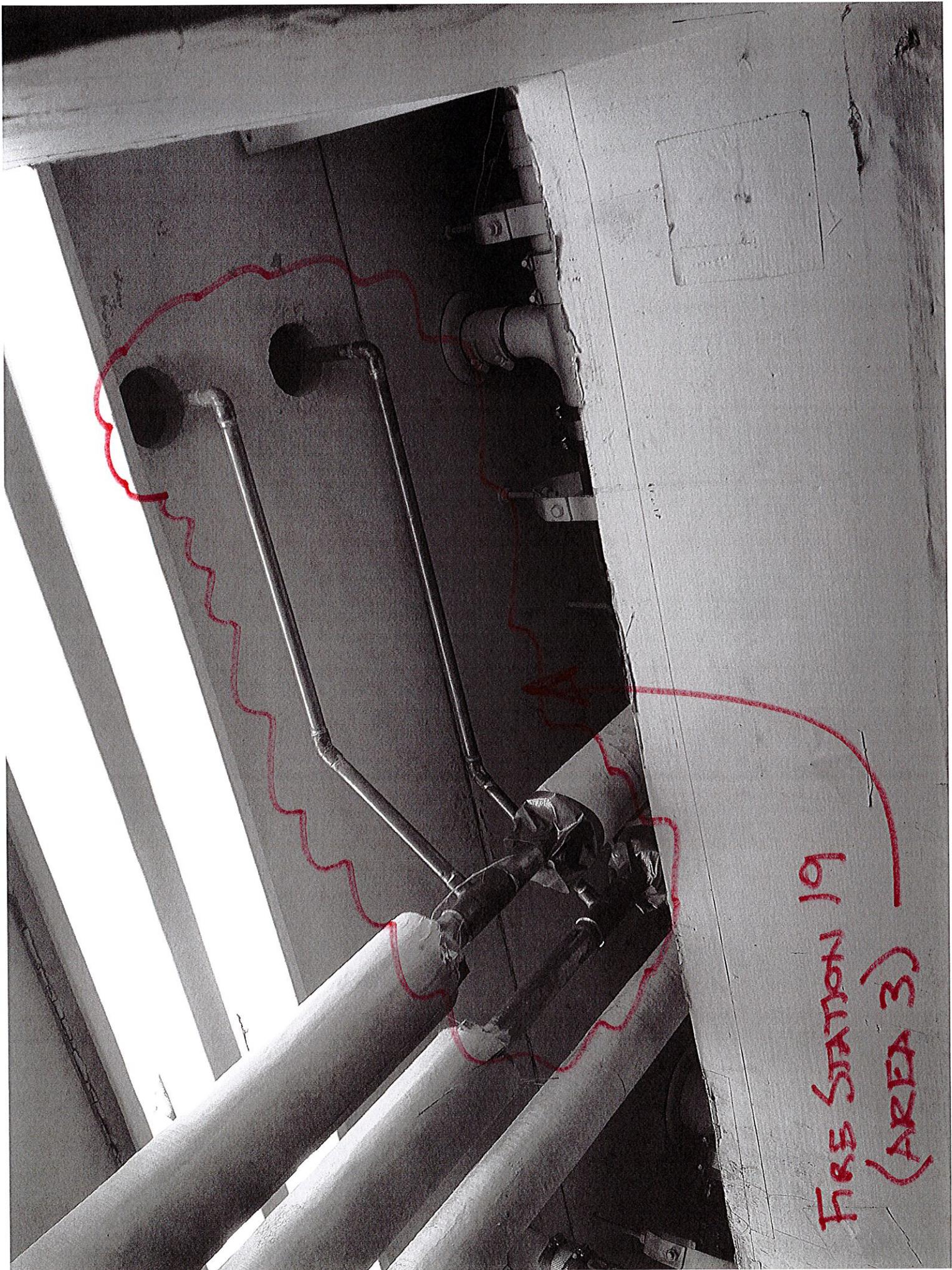
FLAMMABLE
3



FIRE STATION #19
(AREA 1)



FIRE STATION 19
(AREA 2)



FIRE STATION 19
(AREA 3)

CIRCULATING WATER

H. HOT WATER

FIRE STATION 19
(AREA 4)

