

TO: PROSPECTIVE BIDDERS HOLDING PLANS AND SPECIFICATIONS

RE: WATER STREET TRANSFORMATION ADDENDUM NO. 1

The following changes and clarifications are applicable to the referenced project and are now a part of its contract documents. Where any article, division, or subparagraph of the original contract documents or other addenda is supplemented herein, the provisions of the original documents shall remain in effect. All the supplemental provisions shall be considered as added thereto. Where any such article, division, or subparagraphs are amended, voided, or superseded thereby, the provisions of such article, division, or subparagraph not so specifically amended, voided, or superseded shall remain in effect.

The attention of each contractor is called to the following clarifications, additions to, and changes in the plans sealed November 5, 2024, and specifications and contract documents sealed on November 7, 2024, for the above project. It will be the responsibility of each contractor to call such clarifications, additions, and changes in plans and specifications to the attention of subcontractors concerned. The City in no way assumes any responsibility for notifying any subcontractor, material dealers, or others not having received the original contract documents.

Item 1: Pre-Bid Meeting

Minutes to the pre-bid conference held on November 21, 2024, are attached.

END OF ADDENDUM NO. 1

**City of Elizabeth City
Water Street Transformation Project
Pre-Bid Conference Agenda**

Date: Tuesday, November 21, 2024

Time: 2:00 PM

Location: Virtual

- Sign-In/Attendance (Name, Organization, Phone Number, Email)

Name	Organization	Phone Number	Email
Jon Hawley	City of Elizabeth City	252-621-7352	jhawley@elizabethcitync.gov
Deborah Malenfant	ECDI	252-338-4104	dmalenfant@elizabethcitync.gov
Jeff Moore	Kimley-Horn	919-677-2175	jeff.moore@kimley-horn.com
Adam Fullerton	Kimley-Horn	919-653-2937	adam.fullerton@kimley-horn.com
Kaitlyn Faugerstrom	Kimley-Horn	919-653-2964	kaitlyn.faugerstrom@kimley-horn.com
Jimmy Spivey	Barnhill Contracting	252-335-9503	jspivey@barnhillcontracting.com
Chris Morris	Chesson Construction	252-621-5014	chrismorris@archession.com
Craig Taylor	Fred Smith Company	252-290-1471	chtaylor@fredsmithcompany.net

- Introductions
- Project Overview
The Project spans Water Street from the intersections of Ehringhaus to Main Streets. The project elements shall include demolition, removal, and replacement of existing sidewalk on both sides of Water Street between these intersections, with the southern terminus of the eastern sidewalk connecting to Waterfront Park. Water Street is owned and maintained by NCDOT.
- Project Funding and Grant Stipulations
The Project is funded by state and federal grants, including an appropriation of State Fiscal Recovery Funds from the American Rescue Plan Act that was awarded to the City through the NC Department of Commerce.
- Bid Opening
 - Thursday, December 12, 2024, at 2 pm
 - Bid Security in the amount of five percent (5%) of the Bid must accompany each Bid.
- Location
City Hall Council Chambers, Second Floor, 306 East Colonial Avenue, Elizabeth City, NC, 27907. Package can be delivered by mail or dropped off at Town Hall.
- Pre-Bid Questions
 - The Request for Information (RFI) and question period will end one week prior to bid opening on December 5, 2024, at 5 pm.
 - All RFIs and questions must be in writing via email to Jon Hawley at jhawley@elizabethcitync.gov and will be provided in a final addendum.

- Addendum
 - One will be issued with pre-bid meeting minutes. A final addendum will be issued on December 6, 2024, with any final questions or Requests for Information from bidders.
- MWBE Requirements
 - MWBE goal is 10% and the City expects the bidders to provide a good faith effort to achieve the participation goal.
- Contract Duration
 - Date of Availability: Issued date of NTP
 - Substantial Completion Date: 180 calendar days from NTP
 - Final Completion Date: 210 calendar days from NTP
 - Liquidated Damages: \$1,000 per calendar day
- City Contacts
 - Jon Hawley will serve as the City's contact for the project (252-621-7352).
 - Kimley Horn will provide construction administration and materials testing for the project through subconsultants.
- Business Access and Right-of-Way Agreements
- Construction Meetings
 - City plans to conduct weekly construction meetings at the beginning of the project (on-site). The meetings may occur less frequently as the project progresses.
 - There will be one monthly progress meeting throughout the project duration.
- Permits
 - No permits were required for the project.
- Utility Coordination and Relocations
 - Exploratory test pits at water line and storm drainage intersection will take place during construction and Engineer will issue a report regarding the findings.
- Project Highlights
 - Undercut and select material contingencies
 - Demolition items
 - Drainage
 - ABC – Flatwork and Pavers
 - Temporary traffic control
 - Lighting and electrical
 - Landscape items
- Scheduling and Stakeholder Coordination
 - Complete construction by October 2025
 - March 7 to 9, 2025 – Coast Guard Marathon
 - April 13 to 16, 2025 – Bass Masters Tournament at Waterfront Park
 - May 16 to 18, 2025 – Potato Festival
 - City will coordinate with property owners
 - Deborah Malenfant is the Elizabeth City Downtown Development Director.
 - She will help coordinate with NCDOT, business owners, and event staff.

- Corridor Constraints Or Special Concerns
 - For a certain area of the project marked on the plans, the roadway is supported by a structure and the sidewalk, curb, and gutter are integral to each other as a slab. These sidewalk areas shall be avoided by the contractor.
 - NCDOT resurfacing Water Street from Main Street to the south in summer 2025.
 - State and federal requirements are included with this contract.
 - Progress reports will be required for grant compliance.
 - This is a reimbursement grant.

- Bidder Questions

Q: Will Davis-Bacon apply to this project?

A: The project will not be subject to Davis-Bacon or Buy America provisions.

Q: Can the City provide a staging area?

A: Yes, the City's municipal parking lot can be used for staging and parking.

Q: Are there erosion control plans or devices?

A: Minimal erosion control such as existing inlet protection, silt fence, and tree protection fence is included on an as needed basis. May be beneficial to include silt fence in grassed areas to help designate the edge of our project limits.

Q: What would the City like the contractor to do with demo materials? Take to a landfill or dispose in a location of the City's choosing?

A: The City directs the contractor to haul demo materials to the landfill. The contractor shall be responsible for landfill tipping fees and charges.

Q: Will any testing be required?

A: Testing will be completed by the Engineer.