



DATE: January 10, 2022

TO: All Offerors'

FROM: City of Brookhaven Purchasing Department

RE: RFP No. 22-101, Road and Stormwater Maintenance and Repair Services

Please see Addendum No. 1 for the above-referenced solicitation.



1. The following change has been made to the above-referenced solicitation.

Delete: Page 1

Add: REVISED (Extended Due Date) Page 1 1/25/22

Questions and Answers

2. All other terms and conditions remain the same.

**Request for Proposal No. 22-101
Road and Stormwater Maintenance and Repair Services**

Date: December 7, 2021

**Mandatory Pre-bid Conference
Wednesday, December 15, 2021, at 10:00 a.m. EST.
City of Brookhaven City Hall, First Floor
4362 Peachtree Road, Brookhaven, GA 30319**

PROPOSAL DUE DATE:

Tuesday, January 25 ~~Tuesday, January 11, 2022~~, at 4:00 p.m. EST.

**Bids shall only be accepted online through the Bonfire Portal at:
<https://brookhavenga.bonfirehub.com/projects/view/56843>**

Any bid submitted in any other format (email, paper, fax, mail, etc.) will not be accepted.

Instructions to Offerors:

1. All communications regarding this solicitation must be with the Purchasing Manager, Shakera Hall, purchasing@brookhavenga.gov.
2. All questions or requests for clarification must be sent via Bonfire under Message - Opportunity Q&A: <https://brookhavenga.bonfirehub.com/projects/view/56843>. Questions are due no later than **Wednesday, December 22, 2021 at 4:00 p.m. EST**. Questions received after this date and time may not be answered.
3. Questions and clarifications will be answered in the form of an addendum. Any addenda, schedule changes, and other important information regarding the solicitation related to this solicitation will be posted on Bonfire website at and it is the Offeror's responsibility to <https://brookhavenga.bonfirehub.com/projects/view/56843> check the Bonfire portal for any addendum or other communications related to this solicitation.
4. The City of Brookhaven reserves the right to reject all bids and to waive technicalities and informalities, and to make award in the best interest of the City of Brookhaven.
5. The City of Brookhaven is not responsible for any technical difficulties. It is highly recommended that all potential contractors submit their quotes prior to the due date of this solicitation.

ADDENDUM NO. 1
RFP NO. 22-101
ROAD and STORMWATER MAINTENANCE and REPAIR SERVICES

A. The following are questions received and City of Brookhaven responses for the above-referenced solicitation:

1. Page 31 states this is a 2-year contract starting on January 1, 2022. Due to the amount of equipment and personnel needed, could this be a 5-year contract? When would the contract start since 1/22/22 is after the bid date?

The Contract length will be adjusted to a 3-year contract with 2 one-year renewals. The intent is to execute the Contract with the most qualified Contractor after consideration and approval by City Council no later than the February 22, 2022 regular meeting.

2. Page 32 and page 56. Does the city have accounts at places for litter and construction debris waste since service provider is not allowed to charge markup or taxes to city? Or does the city provide services for dumpster trash waste and dumpster construction material waste removal? If no to both and we are to provide the removal of dumpsters services, would we be able to charge taxes and fees back to city?

The City has a Contract with Waste Management (WM) for dumpster, debris hauling, and disposal. The WM dumpsters are currently located at the temporary Public Works yard on Buford Hwy. WM schedules two trips per month and is also available as needed. When large waste and debris loads are necessary, the Maintenance Contractor will be expected to haul those materials to the landfill, where the City has an account. Load tickets / tipping tickets should be turned into Public Works no less than once per month.

The City is directly billed by WM each month. The Contractor would only be required to communicate with WM regarding scheduling of supplemental pickups.

3. Page 49. Not really a question. Contract does not have a line item for “After Hours Emergency Call In for Stormwater”. Need one to be able to quote a price. Also 7th line down is for ER, what does this line item include?

**In the first column of the seventh row of the table on Page 49:
DELETE “Road Maintenance Crew,”
REPLACE with “Stormwater Maintenance Crew,”**

4. Page 55 states we must have assorted size road plates readily for use. How many road plates are required to have in stock? And are there certain sizes needed?

The Service Provider and the City will collaborate on quantities and sizes to stock at the yard and determine when additional plates should be purchased or rented. The City intends to establish accounts with vendors of steel road plates and purchase the City’s road plate inventory tax free. It will be the Service Provider’s responsibility to arrange all transport and/ or delivery of road plates the Public Works yard or work site.

ADDENDUM NO. 1
RFP NO. 22-101
ROAD and STORMWATER MAINTENANCE and REPAIR SERVICES

5. Page 55. How long of a reach is needed for the “long reach excavator”? Also is this needed to be in the city at all times or as needed?

The boom of the long reach excavator should be long enough to reach the Murphey Candler Park debris trap (trash rack) from the bank, and it should have the capacity to completely lift and empty a filled debris trap. Anticipated weight of full trash rack is about 1500 - 2000 lbs. The trash rack is located in the N Fork Nancy Creek at Murphey Candler Park, just north of Murphey Candler Lake. Access is from a gravel drive near the intersection of E Nancy Creek Dr and Candler Lake East.

Debris removal from the trash rack is an ongoing, weekly task. It is also performed after significant rain events.

If the reach for the excavator at an assigned work site is greater than the length described above, or if required lifting capacity is greater than that necessary for an 8' x 12' steel road plate and/or a 24" concrete headwall (whichever is heavier), the Service Provider would be reimbursed for the transportation and operating costs of a supplemental excavator, if owned by the Service Provider, or for the rental costs for actual time needed in the City.

6. Page 55. Does the city or the service provider provide the winter equipment requirements such as snowplows, back of truck spreaders, and large spreader? If so, is it dedicated 100% to the city?

The equipment requirements are specified in the RFQ. Specifically, “Equipment utilized within the City shall be stored within the City limits at all times and dedicated to City use.”

7. Page 56 states that supervisors/foreman should have their own computer with internet access for city work order/management systems. Can these be iPads instead of computers? And can the city provide them or does the service provider?

The City’s Work Management System is CityWorks. The Service Provider’s Project Manager and Foreman must have the equipment necessary to successfully and independently operate (read, search, report, create, manage, etc.) Work Orders in the CityWorks system on a full-time basis. The Service Provider is responsible to provide the proper equipment to successfully meet these requirements. CityWorks uses a web-based interface.

8. Page 58. Can we sub out the repair and replacement of pavement markings requirements portion of the contract? Reimbursement on the invoice each month?

See Section 15 of the Proposal Conditions.

ADDENDUM NO. 1
RFP NO. 22-101
ROAD and STORMWATER MAINTENANCE and REPAIR SERVICES

9. Page 58. Emergency response requires to be there within 45 minutes. This is not possible unless everyone lives in the city. Can we change this to a 2-hour response time to match the emergency snow removal time frame?

During Emergency situations, the Brookhaven Police Department must assign a Patrol Officer to the location until such time the Emergency Response Team responds. This takes an Officer away from his normal responsibilities. An advance foreman / project manager must have the ability to respond and be onsite within 45 minutes to one hour of receipt of the call. The Emergency Response time will be extended to 2 hours for the full response crew and equipment to be on site ready to stabilize / correct the issue. The advance foreman / project manager will need to ensure the correct crew and equipment are deployed by the end of the response time window.

10. Page 58 states that all patches over 100 square feet require an asphalt spreader. What percentage of patch work is bigger than 100 square feet? Would the asphalt spreader need to always be in the city or order one as needed? Also is the milling machine dedicated to the city or order as needed?

Experience has shown that most pavement related work is pothole related. Of the remaining pavement work, most is anticipated to be approximately 100 square feet.

While there will be occasions where there is an immediate need to patch over 100 square feet, it is the City's intent to develop a list of these larger patching repairs and to schedule the repairs at the listed locations once or twice per year as a group.

Neither the spreader nor milling machine will be required to be located in and dedicated to the City. The Service Provider will provide daily rates as directed by other parts of this solicitation.

11. Page 58 states removal of trees up to 18 inch in diameter and that equipment needs to always be in the city. Is this just for fallen trees or also for standing trees? Would the boom or bucket truck have to always be in the city or could rent as needed?

A boom or bucket truck is not required to be located in the City.

Most tree issues involve after hours / emergency removal of the parts of fallen trees that block the road and /or sidewalk or pose a significant danger to the public. During an after-hours or emergency response, the Service Provider must have the capability of trimming, cutting, and removing parts of trees and limbs from the road / sidewalk. Full clean-up will be accomplished during normal work hours.

ADDENDUM NO. 1

RFP NO. 22-101

ROAD and STORMWATER MAINTENANCE and REPAIR SERVICES
If a boom or bucket truck is necessary, one of the City's on call tree removal companies will be called.

12. Page 59. Winter Storm- Who will supply the brine and how? Does the city or service provider provide the storage tanks, pumps, and applicators needed to do this?

The Winter Storm requirement involves spreading gravel / sand / salt with a spreader. Brining equipment and storage is not required.

13. Page 60 states one stormwater crew needs to be able to replace/install up to 24-inch pipe. Is there a maximum depth we need to be prepared for? If there is not a maximum, Will we be able to get reimbursed for any bigger equipment rental needed to reach such depths?

The maximum anticipated depth for this requirement is 10 feet or less, but Respondents are reminded that an excavator will still have to meet the lifting capacity requirements for steel plates, 24" concrete headwalls, and the debris rack located in the N Fork Nancy Creek. These requirements will likely result in the use of an excavator with a maximum depth of greater than 10 feet.

Should assigned work require a larger excavator to be deployed, it will be reimbursed at cost.

14. Not in Contract – In previous years, a rubber tire backhoe is not allowed to drive down city roads to get to job site. Will we be able to drive rubber tire backhoe down the roads or will we have to be able to pull excavator around the city on a trailer?

No. The Service Provider will not be permitted to deploy the rubber tire backhoe from the Public Works Yard daily to each worksite. It must be trailered.

Once deployed to a work location by trailer, if other worksites are in the same neighborhood, there may be occasions, upon approval from Public Works staff, where the rubber wheeled backhoe can be moved to the next site over residential roads.

15. Will Federal Vaccine Mandates be enforced?

No. However, the Service Provider will need to adhere to the City's State of Emergency requirements. Currently, vaccines and boosters are not mandated, but weekly negative tests will be required in lieu of vaccine.

16. Page 33 requires GC license; will our Utility Contractor License take its place?

Yes.

17. When will the maintenance facility be available?

The maintenance facility is still under design. It will be in excess of 12-18 months before it is available for full occupancy.

ADDENDUM NO. 1
RFP NO. 22-101
ROAD and STORMWATER MAINTENANCE and REPAIR SERVICES

18. How do we verify if we have a vendor app through the city?

To register to do work in the City, Respondents should create an account through the City's online Permitting Portal and follow the instructions.

19. If a vendor proposes to bid on the Stormwater Maintenance section only, what aspect of the pricing schedule in Exhibit F should be completed?

If bid separately, from the table In Exhibit F, rows 1, 2, 3, and 7 under the top header row address Roadway Maintenance. Rows 4, 5, 6, 7, and 8 address Stormwater Maintenance.