



Upper Occoquan Service Authority

Leader in Water Reclamation and Reuse

14631 COMPTON ROAD, CENTREVILLE, VIRGINIA 20121-2506
(703) 830-2200

October 15, 2021

TO ALL IFB RECIPIENTS:

For UOSA IFB 22-01 Provide and Install Electric Valve Actuators

SUBJECT: Addendum # 1

The above numbered solicitation is amended as set forth below. The hour and date specified for receipt of offers:

☐ is not extended

☒ is extended **To November 5, 2021 2:00 PM**

OFFERORS MUST ACKNOWLEDGE receipt of this Addendum by one of the following methods:

- a. By acknowledgement of this Addendum on Submission Form submitted with the proposal;
- b. By referencing its receipt in your Transmittal Letter

If by virtue of this Addendum you desire to change a proposal already submitted, such change may be made by letter, provided it includes reference to the solicitation and this Addendum and is received prior to the due hour and date specified.

DESCRIPTION OF ADDENDUM:

1. The date for the deadline for questions shall be extended from 10/14/2021 5:00 PM to 10/22/2021 5:00PM
2. The due date for bid submission shall be extended from 10/26/2021 2:00 PM to 11/05/2021 2:00 PM.
3. The solicitation number on the IFB cover sheet was incorrectly listed as 21-15. The correct number for this IFB is 22-01. A new cover page has been provided as Attachment A and shall replace the original IFB cover page in its entirety.
4. A new Bid Summary Sheet has been provided as Attachment B. This Bid Summary Sheet shall replace the original version in its entirety. The new version has added space for an additive/deductive alternate bid. Contract award will still only be based on the price provided for the complete project scope as stated in the IFB but an alternate bid may also be provided and may be considered by UOSA once award has been made. Pricing for the complete project scope (lines 1, 2 & 3 on the Bid Summary Sheet) is mandatory. Providing pricing for an alternative is optional at the discretion of the bidder.
5. Answers to all questions received until this point has been provided as Attachment C.

All other Terms, Conditions, Tables, Charts and Specifications, and Drawings not otherwise changed remain as originally stated or as shown.

ISSUED BY:

Upper Occoquan Service Authority

A handwritten signature in blue ink, appearing to read 'Dustin Baker', is written over a horizontal line.

Dustin Baker, Senior Buyer

10/15/2021

Date



Upper Occoquan Service Authority

Invitation for Bids # 22-01

Provide and Install Electric Valve Actuators

Issued By:

UOSA Purchasing Department

Administration Building

14631 Centreville, Virginia 20121-2506

703-830-2200 | purchasing@uosa.org | <http://www.uosa.org>

Schedule:

Date Issued:	Tuesday, September 28, 2021 1:00 PM
Optional Site Visit:	Schedule before Deadline for Questions
Deadline for Questions:	Friday, October 22, 2021 5:00 PM (updated)
Bids Must be Received On Or Before:	Wednesday, November 05, 2021 2:00 PM (updated)

NOTICE: Firms who have received this solicitation package from a source other than UOSA's Purchasing Office should immediately contact UOSA's Purchasing Department and provide their name and mailing address in order that amendments to this solicitation or other communications can be sent to them. Firms who fail to notify the Purchasing Office with this information assume complete responsibility in the event that they do not receive communications prior to the closing date.

ATTACHMENT E – BID SUMMARY SHEET

Section 1 – Actuators and Installation

Bid Evaluation and Contract Award will be based on the **TOTAL LUMP SUM PRICE (Item 3)** to furnish, deliver and install equipment as specified in this IFB (the total provided on line 3 below). All costs - labor, materials, packaging, shipping, etc. must be included. Additional charges not included in the price bid will not be considered.

Item	Description of Requirement	Proposed Equipment*	Price Each Total Price
1	Lump Sum Cost for 20 actuators including delivery	Provide Separately	\$
2	Lump sum cost for the complete installation services for all actuators		\$
3	TOTAL LUMP SUM PRICE (1+2)		\$

Pricing provided on lines 4 & 5 below is optional and will not be considered for award. A complete description of the change in product or scope of service for the addition or deduction to the total bid price provided above.

4	Additive or Deductive Alternative Cost	Provide Details Separately	\$
5	TOTAL ADDITIVE/DEDUCTIVE LUMP SUM (3+4)		\$

***Provide detailed specifications, cut sheets, engineering drawings, etc. for all equipment being proposed.**

Estimated product lead time after receipt of Purchase Order: ____ Days

Estimated time to project completion after receipt of Purchase Order: ____ Days

Discount Payment Terms if applicable shall be _____%, _____, Net _____ Days

(Please note any prompt payment discount payment offered, i.e. 2%10, Net 30 Days)

Performance Bond Cost (See section 1.12): _____

If the bidder is awarded any Contract and the Contract Price is in excess of \$100,000, the Surety who will provide the Performance Bond is expected by the bidder to be:

_____, whose address is
(Name of Surety)

_____, _____, _____
(Address) (City) (Zip)

Section 2 – Rates for Optional Additional Services on an As-Needed Basis

The rates provided in this section will not be considered as basis for award.

A. Labor Rates:

Provide the following titles/labor rates** for the services identified in this IFB:

<u>Title</u>	<u>Hourly Rate**</u>	<u>Overtime Multiplier</u>	<u>Holiday Multiplier</u>
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____

** Rates must include overhead, profit, travel fees and administrative costs, etc. Use separate sheet if needed.

B. Materials

Provide markup/discount rate for purchased materials: discount/markup (circle one) _____%

THIS FORM MUST BE SUBMITTED WITH YOUR BID/PROPOSAL
End Attachment E

UOSA IFB 22-01 Addendum 1 Attachment C

Q & A

1. **Q:** It appears gate A-G-07 has already been replaced. Does it need to be replaced?

A: On the gate list, A-G-07 was listed and should be A-G-08

2. **Q:** It appears gate A-G-18 has already been replaced. Does it need to be replaced?

A: Gate A-g-18 is to be removed from the scope of work.

3. **Q:** Is there sufficient wire for the new actuators?

A: UOSA believes that there is sufficient wire, the contractor is allowed to add a junction box if extra wire length is required. Please note that any junction boxes will need to match the classification of the actuator.

4. **Q:** Would it be possible to get some aid from UOSA for the two larger actuators?

A: UOSA would prefer a turnkey solution that would not require any UOSA labor. A replacement Bid Summary Sheet has been provided with this addendum and it includes a section for providing an additive or deductive alternative bid. This section is optional and won't be considered for award, however, you could propose an alternative with UOSA aid in this section and provide the deductive pricing. After award (based on full IFB project scope bid) UOSA may consider the proposed alternate.

5. **Q:** How many Actuators can the contractors access at a time?

A: As per the 2.7.a, UOSA is limiting the contractor to work on sets of gates at a time. There is a total of six sets, and they are listed in the Actuator Schedule.

6. **Q:** How many control signals are existing?

A: Currently UOSA has a closed, and Open feedback from the actuators. Currently UOSA is not adding any extra signals.

7. **Q:** We did not take a picture of the actuator nameplate for the newer (blue) actuator inside the building. I believe this was unit A-G-7. Would you be able to send me a pic of this actuator nameplate?

A: Picture following



8. **Q:** Old actuators: do you expect winning bidder to remove old actuators from site (discard them)...or do you plan to keep them and handle this?
- A:** UOSA expects the contractor to remove the existing actuators. USOA will allow the contractor to dispose of them in the UOSA metal dumpster.
9. **Q:** Does the building have any type of hoist, crane, elevator, etc. in place to help with the larger actuators (A-GS-02, 04)? Or does contractor need to provide means of getting these on/off building?
- A:** There is no hoist/crane at A/1. The contractor will be required to place the actuator on their own. See question 4. Answer concerning additive/deductive alternate bid.
10. **Q:** Is it possible to get a list of bidding contractors that this RFQ was sent to?
- A:** UOSA is aware that the following vendors have received a copy of the IFB: Eastern Controls, MLK, Flomec, Automatic Controls of Virginia, Inc., Quality Control, Inc. and Ace Contracting.
11. **Q:** Can you clearly state the remaining actuator quantities in the addendum? My understanding is that A-G-18 was deleted...leaving (19) total actuators to be replaced.
- A:** There are a total of 19 actuators that need to be replaced.
12. **Q:** Can the actuators be shipped to jobsite? Will there be a covered location to store them until installation?
- A:** The actuators can be shipped and stored at the UOSA warehouse. If the UOSA warehouse is used it will be a sheltered location that is not climate controlled. This shall not affect the warranty supply with the actuators.
13. **Q:** Will Gate A-G-7 and A-G-18 need to be replaced?
- A:** A-G-7 should be A-G-8 and A-G-18 will be removed from the scope.
14. **Q:** Will the actuators outside need to be rated for a hazardous environment?
- A:** The actuators outside do not need to be rated for a hazardous environment. As per the Actuators Schedule.
15. **Q:** What controls will be required?
- A:** The actuator shall have the capacity for all of the signals listed in 2.4.h, but only the open/close feedback shall be connected during the installation.
16. **Q:** What is the meaning of the Gate Sets?
- A:** UOSA is only going to be able to allow the contractor to work on a limited number of gates at a time.
17. **Q:** Please confirm the anticipated Notice to Proceed.
- A:** UOSA would like to have a Notice to Proceed ready within a week of the award.
18. **Q:** Please confirm if payment will be made for Stored Materials.
- A:** UOSA is agreeable to partition payments as covered in the Terms and Conditions.
19. **Q:** Please advise if there is a priority sequence to the actuator replacement.
- A:** There is no preference by UOSA in which order the Actuators are replaced, but UOSA can only allow the contractor to work on the gates from each set.
20. **Q:** Please advise if there are any logistics or constraints related to the actuator replacement (i.e. can more than 1 be done at a time, once started can they be installed in their entirety, etc.).

A: As per section 2.7.1.i, the gates will be given to the contractor in sets for them to work on. The gates in the next set will not be handled over to the contractor until the set actively being worked on has been tested and accepted by UOSA or the contractor has been given written approval by the UOSA Project Manager.

21. **Q:** Please confirm if any addenda have been issued.

A: No addenda, until this one.

22. **Q:** Please advise if any permits will need to be obtained by the General Contractor.

A: The scope of work will not require any permits.

23. **Q:** Please advise if any as-built information, including electrical information, is available for the existing actuators.

A: As-built information can be shared after award.

24. **Q:** Please advise on the current operating status of the existing actuators.

A: All of the existing actuators are functional at the date of this addendum.

25. **Q:** Please advise if there are any operating issues with the gates/devices that would prohibit actuator testing.

A: All of the existing actuators and gates are functional at the date of this addendum.