

Addendum No. 1

**For Project No. ENG2503763118
Wastewater Treatment Plant Upgrades
Salamonie Lake
Huntington County, IN**

ISSUED FROM: Engineering Division Dept. Natural Resources

ISSUE DATE: December 19, 2024

BID DATE: January 23, 2025

FOR AGENCY: Department of Natural Resources

The information contained in this Addendum shall become a part of the basic plans and specifications the same as if original incorporated therein. The original plans and specifications shall remain in their entirety, except as modified by this Addendum. The items herein shall supersede information in the specifications and on the plans.

ITEM No. 1: GENERAL

- A. Attached, please find a copy of the pre-bid meeting sign-in sheet and pre-bid meeting agenda with a summary of the discussion and clarifications.

ITEM No. 2: CONSTRUCTION PLANS

N/A

ITEM No. 3: SPECIFICATIONS

N/A

END OF ADDENDUM

PRE-BID MEETING
**Wastewater Treatment Plant Upgrades
Salamonie Lake**

DEPARTMENT OF NATURAL RESOURCES
STATE OF INDIANA

Public Works Project No. ENG2503763118
Requisition No:

9214 Lost Bridge West, Andrews, IN 46702

Date: **December 18, 2024 @ 9:30 am EST**

Meeting Location: Project Site
(40.771200, -85.637308)

- A. Attendee Sign-in:

- B. Welcome, Introductions, Project Contacts:
 - 1. Access to site:
 - a. Property Manager: Ronnie Hileman
 - b. Assistant Property Manager: Rachael Stouder
 - c. Office Phone: (260) 468-2125
 - 2. Document Questions:
 - a. Million Tesfamaryam; 317-233-6659; Mtesfamaryam@dnr.in.gov. Please submit all questions via email for design team distribution as needed
 - 3. Code Administrator / Construction Contact:
 - a. Greg Peterson: 317-6708250; GrePeterson@dnr.in.gov

- C. Bidding and Contract Requirements:
 - 1. Project is estimated at \$150,000 or above
 - 2. Notice to Bidders
 - a. Secured Electronic Bid Submission via email to Public Works Division Email Bid Box
 - b. Bids received until 1:31 PM (Indianapolis Time) January 23, 2025
 - c. Microsoft Teams Live Event Bid Opening at 2:00 PM (Indianapolis Time) January 23, 2025.
 - 3. Bids shall be taken from Prime Contractors pre-qualified by the Public Works Certification Board in the following classification/s: 1623.03 Sewers and/or Water Lines or 1623.04 Sewer Maintenance and Rehabilitation or 1629.05 Sewage & Water Treatment Plant Construction. Prequalification by the Certification Board is required for this project prior to bid opening. Reference the following link for more information <https://www.in.gov/idoa/state-property-and-facilities/public-works/certification-board/contractors-and-sub-contractors/>
 - 4. Reference the Notice to Bidders for links and complete information.
 - 5. Per the Instructions to Bidders, Work by Contractor, "The Contractor shall perform a minimum of 15% of the value of the work..." (DAPW 30)
 - 6. **Participation Goals: 7% MBE, 5% WBE and 3% IVOSB**
 - a. The Indiana Department of Administration ("IDOA") in its commitment to Minority and Women's Business Enterprise ("MBE/WBE") and Indiana Veteran Owned Small Business ("IVOSB") participation in the state's procurement and contracting process, expects prime contractors to solicit MBE, WBE, and IVOSB subcontractors for competitive bids in the areas of construction, professional services, and goods and

services. This policy outlines the steps necessary for subcontractor participation that is subject to IDOA purchasing authority.

- b. Please see Part “K” Reference Information links and attachments for additional information.
 7. Each contractor must submit with their bid a written plan for a program to test the contractor's employees for drugs (DAPW 150A)
 8. Reference Bidding and Contract Requirements for detailed instructions.
- D. Document Overview
1. Specifications:
 - a. Blowers
 - b. VFD's
 - c. Sensors
 - d. Valves
 - e. Air Lines
 - f. Grit Chamber
- E. Allowances:
1. A Remediation Allowance of \$15,000.00 shall be included in the Base Bid as a separate item in the Schedule of Values adding up to the total bid price.
 2. If any portion of the remediation allowance is not used during the project, that portion will revert to the owner and will not be included in the contractor's final payment.
- F. Unit Prices
1. Unit Price Number 1: 8" Butterfly Valve Replacement
 2. Unit Price Number 2: 8" Butterfly Valve Rebuild
- G. Alternates:
1. Alternate Number 1: Flow Meter
- H. Project Schedule:
1. Contracting phase should be expected to take at least 30-60 days to complete
 3. Project Completion: No later than November 29, 2025
 4. Normal work hours 7:00 am – 5:00 pm and as adjusted by Property Manager
- I. Site Restrictions:
1. Maintain Owner's Site Access and Parking – Note: Pavement and related gravel areas shall be repaired and returned to its current condition at the end of the project.
 3. Temporary Field Office Not Anticipated
 4. Contractor Staging Areas
 5. Deliveries
 6. Dumpsters
 7. Site Security
- J. Project Approvals:
1. Local Building Permits not required
- K. Bidding Documents:
1. DNR Engineering Website – Division of Engineering Home Page:
<https://www.in.gov/dnr/engineer/>

2. DNR Engineering Website – DNR Project Bidding Information Page:
<https://www.in.gov/dnr/engineer/2908.htm>
3. Subscribe to receive email updates when the Engineering Bid Page is updated:
https://public.govdelivery.com/accounts/INDNR/subscriber/new?topic_id=INDNR_16

L. Reference Information:

1. IDOA Certification board: <https://www.in.gov/idoa/state-property-and-facilities/public-works/certification-board/>
2. Bidder ID #: <https://www.in.gov/idoa/procurement/supplier-resource-center/requirements-to-do-business-with-the-state/bidder-profile-registration/>
3. W-9 & Direct Deposit: The successful bidder will be required to complete the Automated Direct Deposit Authorization Agreement & W-9 Form. Please reference the Auditor of State website for additional information: <https://www.in.gov/auditor/>.
4. Please reference the attached DNR Vendor Registration HelpSheet for additional information.
5. <https://www.in.gov/idoa/mwbe/files/MBE,-WBE,-and-IVOSB-Participation-Policy-4-21.pdf>
6. <https://www.in.gov/idoa/mwbe/files/MWBE-Revised-Goals-Policy-6-21.pdf>
7. <https://www.in.gov/idoa/mwbe/minority-and-womens-business-enterprises/laws-and-policies/>
8. <https://www.in.gov/idoa/mwbe/indiana-veteran-business-program/>
9. <https://www.in.gov/idoa/mwbe/minority-and-womens-business-enterprises/participation-goals/>

M. Q & A

N. Site Tour

Summary of Discussion and Clarifications:

1. Reference sign-in sheet for list of attendees.
2. The contents of the Pre-Bid Meeting Agenda (above) were reviewed and discussed.
3. Normal working hours may be adjusted as approved by the Property Manager.
4. Site Security is available, and the treatment plant will be closed every night with a fence but the equipment safety and protection are the responsibilities of the Contractor.
5. Dumpsters will be provided by Salamonie Lake.
6. Bidders are responsible for field verifying all existing conditions, providing and installing all items necessary for full functionality.
7. The Remediation Allowance of \$15,000.00 will remain the same amount for now. It will be included in the Base Bid as a separate item in the Schedule of Values adding up to the total bid price.
8. A 2-year warranty should be included on the whole project.
9. The contractor is responsible for locating and protecting public and private utility lines throughout the project area.
10. Replace the above grade and below grade gaskets with new material (**EPDM Gasket to be used**).
11. Contractor to figure out the valves used in the wastewater treatment plant or can recommend better options to be used.
12. The only alternate in the project is the replacement of the flow meter.

Thank you for supporting the Department of Natural Resources!

DNR is committed to the wise use of the state's resources *and* our tax dollars.

As directed by State of Indiana procurement laws and Indiana Department of Administration (IDOA) policy, all entities ("suppliers") conducting business with DNR must be registered before we can finalize a solicitation award, create a purchase order, execute a contract, or make a payment.

WE GET IT: Doing business with the State can seem overwhelming.

Assistance is available through IDOA's *Vendor and Supplier Resource Center* at <https://www.in.gov/idoa/3106.htm>.

You'll also find registration forms and links, as well as detailed information on State bidding opportunities, purchasing terminology, supplier responsibilities, technical support, and more.

Communicating with DNR is easy.

Because DNR divisions and properties make their own procurement decisions, communicating directly with them about your products and services is best. Contact information is available on DNR's website at <https://www.in.gov/dnr/>.

Additionally, the DNR Division of Purchasing is happy to distribute electronic information on your behalf. Feel free to email your request to DNRPurchase@dnr.in.gov.

REGISTRATIONS TO BE A STATE SUPPLIER

1. Auditor of State (AOS)

Required for all suppliers, payments, and dollar amounts.

Complete the two forms listed below to create a new account, update an inactive account, or modify information on an existing account (e.g. address, bank account, business name). Submit completed forms to your DNR contact person OR email them directly to DNRVendorForms@dnr.in.gov.

- ***Request for Taxpayer Identification Number and Certification*** (IRS W-9, October 2018)
- ***Automated Direct Deposit Authorization Agreement*** (State Form 47551; R7/5-18)

2. IDOA Bidder Profile

Required for purchases costing \$1,500 or more and creation of a purchase order, grant, or contract, even if not technically "bidding" for anything. Upon registration, suppliers receive a unique ID which allows DNR to select them for purchase orders and payments. Suppliers can also complete information in their Bidder Profile to identify to the State what kind of business they are or products they sell.

3. Secretary of State (SOS) Business Registration

Except for Sole Proprietorships and General Partnerships, suppliers must register per IC 23-1-49-1 for purchases costing \$1,500 or more and creation of a purchase order, grant, or contract. Suppliers may not need to register for a one-time purchase.

Indiana businesses are likely already registered. Out-of-state suppliers may need to register and/or secure an Indiana agent. Initial registration costs \$90, with a \$30 fee every two years to remain current. Contact the SOS for detailed advice.

4. Tax Clearances

DNR cannot issue a purchase order to or execute an agreement with a supplier who owes taxes to the State of Indiana. Suppliers must be current with all tax payments to the Indiana Department of Revenue (<https://www.in.gov/dor/>) and the Indiana Department of Workforce Development (<https://www.in.gov/dwd/>). DNR cannot provide tax-related information or advice.

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 STATE OF INDIANA

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NAME	COMPANY	E-MAIL	PHONE
1. Mitchell Green	Ottenwelles Contracting	mitch.green@ottenwelles.com	260 750 8121 (260) 432-5114
2. Jason CLEAR	CROSBY CONSTRUCTION	JCLEAR@CROSBY.COM	8567674890
3. Dustin Watkins	Kirk Brothers	D.Watkins@kirkbro.com	
4. JOHN A PEARCE	CIC	JPEARCE@SBCGLOBAL.NET	765-618-9070
5. Aaron Wagner	MIG	awagner@maddexindustrial.com	
6. Ronnie Hileman	DNR	rhileman@dnr.in.gov	260 468 2125
7. Michael Johnson	DNR	MicJohnson1@dnr.in.gov	317-233-1101
8. Greg Peterson	DNR	gregpeterson@dnr.in.gov	317-670-8250
9. Million Testamaryam	DNR	mtestamaryam@dnr.in.gov	317-233-6659
10.			
11.			
12.			