



**October 3, 2024**

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Michael Lichte, P.E.  
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Jeanne K. Clark  
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Governmental Affairs*

Joseph Vallarian  
*Director  
Communications*

Julie Motley-Williams  
*Director  
Administration*

**CONTRACT NO. 1804**

**SHERADEN PARK ECOSYSTEM MAINTENANCE  
2025-2026**

**ADDENDUM NO. 1**

All bidders bidding **Contract No. 1804** shall read and take note of this **Addendum No. 1**. The Contract Documents for **Contract No. 1804 – Sheraden Park Ecosystem Maintenance 2025-2026** are hereby revised and/or clarified as stated below.

**Acknowledgement of Contract No. 1804; Addendum No. 1**

The Acknowledgement attached to **Addendum No. 1** is to be signed and returned immediately via email to **Kathleen Uniatowski** at [contract.clerks@alcosan.org](mailto:contract.clerks@alcosan.org) and acknowledged with Bidder's Proposal.

**Michael Lichte, P.E.**

Director – Regional Conveyance

**ACKNOWLEDGEMENT OF**  
**CONTRACT NO. 1804 - SHERADEN PARK ECOSYSTEM**  
**MAINTENANCE 2025-2026**

**ADDENDUM NUMBER 1**

**FIRM NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**OCTOBER 3, 2024**

**CONTRACT NO. 1804**

**SHERADEN PARK ECOSYSTEM MAINTENANCE 2025-2026**

**ADDENDUM NO. 1**

**INDEX OF ATTACHMENTS**

<b>Attachment A</b>	Pre-Bid Meeting Agenda
<b>Attachment B</b>	Pre-Bid Meeting Minutes
<b>Attachment C</b>	Pre-Bid Meeting Sign-In Sheet

**October 3, 2024**

**CONTRACT NO. 1804**

**SHERADEN PARK ECOSYSTEM MAINTENANCE**

**ADDENDUM NO. 1**

**A. Contract Documents**

1. *(No Items)*

**B. Contract Specifications**

1. *(No Items)*

**C. Contract Appendices**

1. *(No Items)*

**D. Questions**

1. *(No Items)*

**E. Pre-Bid Meeting**

1. *Pre-Bid Meeting Agenda, Minutes, and Sign-In Sheet are included as Attachments A, B, and C respectively.*

## **ATTACHMENT A PRE-BID MEETING AGENDA**



**CONTRACT NO. 1804**  
**SHERADEN PARK ECOSYSTEM MAINTENANCE CONTRACT 2025-2026**  
**PRE-BID MEETING AGENDA**  
**Tuesday, October 1, 2024 10:00 AM**  
**Microsoft Teams**

**INTRODUCTIONS AND KICKOFF**

Joe Fedor – ALCOSAN Project Manager  
Mike Lichte – ALCOSAN Director of Regional Conveyance  
Jeffrey Livezey – ALCOSAN Environmental Construction Supervisor  
Courtney Dumm – ALCOSAN Contract Administrator/Engineer (Hatch)  
Others introduced and annotated attendees on sign-in sheet

This Pre-Bid Meeting is mandatory. Please ensure that your clearly printed name and complete contact information are provided on the sign-in sheet and/or in the meeting chat. All addenda will be distributed via email.

Information presented at this meeting is for clarification purposes. Bidders should review bidding documents for all project details. Discussion items are not guaranteed to be part of the meeting minutes. Questions requiring formal response must be submitted in writing by the question deadline: *Monday October 21, 2024 at 4:00 PM.*

**MBE/WBE REQUIREMENTS**

Article 2 Section 2.27 and Article 1 – Pages 1-17 to 1-21. MBE/WBE requirements in the Contract urge bidders to participate in meeting the 10-25% goal. ALCOSAN accepts DBE certification from the Port Authority, Allegheny County Department of General Services and Penn DOT. Any other certification will be reviewed on a case by case basis. Lack of submittal of MBE/WBE documentation is cause for rejection of the bid.

ALCOSAN requires the submittal of a monthly MBE/WBE Utilization Report, which will accompany every pay estimate.

Contractors may reach out to ALCOSAN for assistance in getting connected to MBE/WBE firms for this contract.

**CONTRACT SUMMARY**

Contract 1804, Sheraden Park Ecosystem Maintenance Contract is a **720-day contract** for **invasive plant species control services including removal, herbicide treatment, and supplemental seeding**. This is a continuation of maintenance efforts which began in 2023.

The Contractor is responsible for acquiring any permits to complete the Work, as necessary. The Contractor should plan to minimize the impacts of their work to surrounding areas. The Contractor is also responsible for coordinating and securing access through private properties to perform the Work, including the execution of any licensing or agreements.

The Contract Estimate for the Work is \$234,000 - \$285,000 for the entire contract including Years 1 & 2.

## **CONSTRUCTION INSPECTION-WORKING HOURS**

ALCOSAN will have on-site resident representatives assigned to review and monitor the work. Any work proposed outside pre-scheduled working hours as defined in Article 3.75 Working Hours requires 48-hours' notice for approval.

Some coordination will be required with Beitler Trucking regarding access to the site through an existing easement.

## **LEGAL NOTICE**

Public Bid Opening **Wednesday, October 30, 2024 at 11:00AM EST**. If the contractor is using a delivery service such as Fed Ex or UPS, they may wish to confirm delivery was made prior to this time. **The outer delivery service envelope should be clearly marked with the Contract number and the words "SEALED BID FOR CONTRACT NO. 1804, SHERADEN PARK ECOSYSTEM MAINTENANCE CONTRACT 2025-2026" on the outside.** It is the Contractor's responsibility to ensure the bid reaches the Authority by the deadline.

Contract Documents can be obtained from the Contract Clerks on the 2<sup>nd</sup> floor, O&M Building for non-refundable cost of \$100.00.

Questions should be emailed to [joseph.fedor@alcosan.org](mailto:joseph.fedor@alcosan.org). Questions may also be faxed to the attention of Joe Fedor at **412-734-6209**. Please let Joe Fedor know if a fax has been sent.

All questions shall be submitted no later than **4:00PM EST on Monday October 21, 2024**.

Attendance at the Pre-Bid Meeting is **mandatory**.

## **BIDDING DOCUMENTS (ARTICLE 1)**

Bidders should review Article 1 thoroughly.

Submission of Bid: All Article 1 documents must be completed and submitted with the bid.

Lowest responsive Bidder will be based on the sum of Bid Items 1 through C.8.

Only the Article 1 Bid Forms and supporting documents need to be submitted in the bid envelope, not the entire specifications book. The Bid shall be properly executed and accompanied by all Bonds, Certificates, Questionnaire Forms and other supporting information & documents, as described in the Bid Form. Include proper signatures, seals, and dates. Include written and numerical values for each subtask and for the total bid. Submit Bid Security via certified check or bid bond in the dollar amount equal to 10% of the bid amount

The intent is to award this contract at the November 21, 2024 Board Meeting and issue a December 2024 or January 2025 Notice to Proceed.

## **INFORMATION FOR BIDDERS (ARTICLE 2)**

Bidders are urged to review Article 2 in preparing their bids.

2.3 Location: Between Sheraden Park and the north and west banks of Chartiers Creek. An electronic map is included on portable media in the Appendices attached to Contract Documents.

2.4 Description of Bid Items:

Item No. 1 is for mobilization / demobilization, bonds and insurance to facilitate the contract work; this item is not to exceed 5% of the total base bid price for Items No. 1 – C.8.

Items No. 2, 3, 4, and 5 are for mechanical and chemical treatment of the four target invasive species in this contract: Japanese knotweed, reed canarygrass, poison hemlock, and purple loosestrife respectively.

Item No. 6 is for the overseeding of the treatment areas with a native seed mix to establish native vegetation at the site.

Item No. C.7 is for treatment of non-target invasive species, as directed, to maintain the control of the target species and the establishment of native vegetation.

Item No. C.8 is for mowing of the entire site, as directed, if deemed necessary to maintain control of the target species.

2.7 Sealed Bids to be submitted to the Contract Clerk at ALCOSAN's Engineering Department on or before **Bid Opening time and date of 11:00 AM, Wednesday, October 30, 2024**. Late bids will be treated as "nonresponsive" and returned to Bidder unopened. It is the Bidders' responsibility to ensure that the bids are received by ALCOSAN on time. If using a delivery service, make sure the **bid package is clearly marked, "SEALED BID FOR CONTRACT NO. 1804, SHERADEN PARK ECOSYSTEM MAINTENANCE CONTRACT 2025-2026" on the outside**. If a Bid is submitted with conditions or exceptions, or not in conformance with the terms and conditions of the Contract Documents, it may be rejected.

2.8 Supplementary Information Package (SIP): Experience, Equipment Subcontractors.

SIP to be submitted at the request of the OWNER and prior to Contract award, **SIP should be submitted to the Authority within 5 days of bid submission, when requested**. The SIP includes important documents required prior to the start of work and includes the following:

1. The information requested in the Information for Bidders Section 2.26 entitled **"Qualifications and Experience of Bidders."**



- One of the qualifications required for this work is that crew members be **licensed herbicide applicators certified for aquatic work within the Commonwealth of Pennsylvania waters** which includes both standing water and saturated soils.

2. List of Subcontractors, experience, equipment, etc.

3. The Contractor will prepare a **Site-Specific Health and Safety Plan**. This will include all field personnel and contact information, emergency routes and maps to the nearest hospital, and Confined space entry certifications for all personnel. **This plan must be submitted and approved prior to the start of any work at the site.**

4. **Work plan**

Work plan including schedule, equipment, number of and description of crew members, and expected permits.

5. **All required insurance certificates and documentation**

Information can be found in Article 3, Exhibit A

- 2.10 ALCOSAN reserves the right to reject any and all bids. The decision to award the contract is expected within (60) days from the date of the Bid Opening.
- 2.11 Contract Documents may be purchased from ALCOSAN's Engineering Clerks Office. A fee of \$100.00 is required for each set of Contract Documents.
- 2.14 If any alleged errors are noted in the Contract Documents, Bidders should immediately notify Joe Fedor in writing. If confirmed, Addenda will be sent to all prospective Bidders known to have received the Contract Documents.
- 2.15 Information for mapping as well the Operations and Maintenance Manual for the site are provided on portable media included with the appendices in the Contract Documents and are for reference only.
- 2.16 Bidders should thoroughly investigate the job site and the working conditions in formulating their bid. Any questions received in writing prior to the close of the question period will be answered through an addendum. The Appendices contain a location map to assist in making the bid.
- 2.17 Quantities are estimated as accurately as possible for base items, but they should be treated as a baseline estimate. The quantities given on the contract plans or in the supplemental specifications for the various items of Work are approximate estimates of the amount required to complete this contract. It is possible that there may be some variation of quantities between those estimated in the bid documents and what is observed in the field conditions.
- 2.19 The Acknowledgment page attached to Addendum No. 1 and subsequent addenda, as applicable, are to be signed and returned immediately via email to [contract.clerks@alcosan.org](mailto:contract.clerks@alcosan.org) and also included with the Bidder's Proposal.

2.22 Bid Security 10% of the Total Lump Sum Price certified check or bid bond for that amount.

Attachment A: Contractors and subcontractors shall review the Labor Stabilization Agreement and execute that agreement along with a Letter of Assent prior to commencing work.

### **GENERAL CONTRACT CONDITIONS (ARTICLE 3)**

Bidders should review Article 3 thoroughly.

Access coordination is considered incidental to the bid price, no additional compensation will be considered for any permits.

3.56 Bonds: Performance and Payment bonds applicable to this Contract.

3.57 Warranty: Applicable only if structure modifications are made.

3.73 Compliance with Health, Safety and Environmental Laws: ALCOSAN approval of Site-Specific Health and Safety Plan required prior to commencing work.

3.75 Working Hours: Work performed at the Job Site shall be performed between the hours of 8:00 A.M. and 4:00 P.M. or at other times approved by the Owner.

Should the contractor wish to request access to work outside the hours of 8:00 A.M. and 4:00 P.M., the Contractor shall provide the Owner notice in writing, no less than 48 hours prior to this need.

Work performed during the Owner holidays, and weekends shall be with hours overseen by the Construction Manager.

ALCOSAN has an existing easement with Beitler Trucking which allows access through their property during these hours. **Work outside these hours will require approval by ALCOSAN and Beitler Trucking.**

Exhibit A – Insurance Requirements: Certificates required before any work begins, this may include Railroad Protective Liability Insurance (if required).

### **CONTRACT AGREEMENT (ARTICLE 4)**

Bidders should review Article 4 thoroughly.

Completion of work designated as part of Year 1: 270 Calendar days from NTP

Substantial Completion of Contract 1804: 720 Calendar days from NTP.

Liquidated Damages for missing set Milestones:

- Completion of work designated as part of Year 1: \$500/day
- Substantial Completion of Contract No. 1804: \$500/day

## **BONDS, CERTIFICATES AND STATEMENTS (ARTICLE 5)**

Bidders should review Article 5 thoroughly.

Performance Bond, Labor and Material Payment Bond, Contractors Certificate of Satisfaction. A Maintenance Bond will not be required for this contract unless structure modifications are made.

## **SPECIFICATIONS (ARTICLE 6)**

The technical specifications are located in Article 6. The Bidders should review Article 6 thoroughly. The Appendices supplied on portable media include the location map.

Submittals, communications, pay estimates and other documentation will be handled using the online e-Builder application.

### **Site Conditions – See contract reference map**

- Please note that a reference map has been included in Appendix A.
  - Access Road through Beitler Trucking property is the best route for vehicle access.
  - There is foot access through Sheraden Park to the north of the park tennis courts along the riparian channel indicated on the map.

**A site walkthrough can be coordinated upon request from bidders.**

## **QUESTIONS?**

## **ATTACHMENT B PRE-BID MEETING MINUTES**



**CONTRACT NO. 1804**  
**SHERADEN PARK ECOSYSTEM MAINTENANCE CONTRACT 2025-2026**  
**PRE-BID MEETING MINUTES**  
**Tuesday, October 1, 2024 10:00 AM**  
**Microsoft Teams**

The meeting was conducted according to the agenda below.

**INTRODUCTIONS AND KICKOFF**

Joe Fedor – ALCOSAN Project Manager  
Mike Lichte – ALCOSAN Director of Regional Conveyance  
Jeffrey Livezey – ALCOSAN Environmental Construction Supervisor  
Courtney Dumm – ALCOSAN Contract Administrator/Engineer (Hatch)  
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quantities between those estimated in the bid documents and what is observed in the field conditions.

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Exhibit A – Insurance Requirements: Certificates required before any work begins, this may include Railroad Protective Liability Insurance (if required).

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Substantial Completion of Contract 1804: 720 Calendar days from NTP.

Liquidated Damages for missing set Milestones:

- Completion of work designated as part of Year 1: \$500/day
- Substantial Completion of Contract No. 1804: \$500/day

## **BONDS, CERTIFICATES AND STATEMENTS (ARTICLE 5)**

Bidders should review Article 5 thoroughly.

Performance Bond, Labor and Material Payment Bond, Contractors Certificate of Satisfaction. A Maintenance Bond will not be required for this contract unless structure modifications are made.

## **SPECIFICATIONS (ARTICLE 6)**

The technical specifications are located in Article 6. The Bidders should review Article 6 thoroughly. The Appendices supplied on portable media include the location map.

Submittals, communications, pay estimates and other documentation will be handled using the online e-Builder application.

### **Site Conditions – See contract reference map**

- Please note that a reference map has been included in Appendix A.
  - Access Road through Beitler Trucking property is the best route for vehicle access.
  - There is foot access through Sheraden Park to the north of the park tennis courts along the riparian channel indicated on the map.

### **A site walkthrough can be coordinated upon request from bidders.**

- If interest is expressed by multiple bidders, a single walkthrough for all interested parties can be scheduled.
- Prospective bidders may NOT access the site via the access road on Beitler Trucking's property without an ALCOSAN escort. Bidders may, however, access the site via the footpath near the Sheraden Park tennis courts. Both routes are indicated on the contract site map in Appendix A. Please let Joe Fedor know if you intend to access the site independently.

**Please note, DLC has significant construction work underway at the site related to transmission tower replacement. They are responsible to restore the areas they disturb. Currently, the work is anticipated to be completed in the spring of 2025.**

## **QUESTIONS?**

No questions were asked by the meeting attendees.

## **ATTACHMENT C PRE-BID MEETING SIGN-IN SHEET**

**PRE-BID MEETING:**  
**1804 Sheraden Park Ecosystem Maintenance 2025-2026**

Meeting title **PRE-BID MEETING:** 1804 Sheraden Park Ecosystem Maintenance 2025-2026

Attended participants 13  
 Start time 10/01/24, 10:00:15 AM  
 End time 10/01/24, 10:27:47 AM  
 Meeting duration 27m 7s  
 Average attendance time 27m 7s

Name	Company	Email	First Join	Last Leave	Role
Kathleen P. Uniatowski	ALCOSAN	<a href="mailto:Kathleen.Uniatowski@alcosan.org">Kathleen.Uniatowski@alcosan.org</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	A Organizer
Joe Fedor	ALCOSAN	<a href="mailto:joseph.fedor@alcosan.org">joseph.fedor@alcosan.org</a>			
Judy Shropshire Bonner	ALCOSAN	<a href="mailto:judith.shropshirebonner@alcosan.org">judith.shropshirebonner@alcosan.org</a>			
Courtney Dumm	Hatch	<a href="mailto:courtney.dumm@hatch.com">courtney.dumm@hatch.com</a>			
Ryan Novelli (External)	Independent Enterprises, Inc.	<a href="mailto:rnovelli@iei.net.co">rnovelli@iei.net.co</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	A Attendee
Randolph Bowers	Civil and Environmental Technologies, LLC	<a href="mailto:rbcivil@msn.com">rbcivil@msn.com</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	
Michael Marefka	Hunt Valley Environmental	<a href="mailto:MattM@hvenv.com">MattM@hvenv.com</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	
Joshua Zimmerman	ZFE LLC	<a href="mailto:zfesprayers@gmail.com">zfesprayers@gmail.com</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	
Bradley Hazelwood	Eisler Landscapes, Inc.	<a href="mailto:bhazelwood@EislerLandscapes.com">bhazelwood@EislerLandscapes.com</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	
Eric French	Eisler Landscapes, Inc.	<a href="mailto:Eric@EislerLandscapes.com">Eric@EislerLandscapes.com</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	
Jill Smallwood	J KoKo Hauling, LLC	<a href="mailto:jill@jkokohauling.com">jill@jkokohauling.com</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	
Mike Elia	Appalachian Land Management	<a href="mailto:admin@appalachianlandmgnt.com">admin@appalachianlandmgnt.com</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	
Justin Oconnor	Growing Seasons Landscapes	<a href="mailto:justin@gslpgh.com">justin@gslpgh.com</a>	10/01/24, 10:00:15 AM	10/01/24, 10:27:47 AM	

**\* \* \* \* END OF ADDENDUM NO. 1 \* \* \* \***