

Hardin County Water District No. 1

Serving Radcliff and Hardin County for Over 50 Years

1400 Rogersville Road
Radcliff, KY. 40160

A D D E N D U M No. 1

DATE: October 20, 2022

PROJECT: RFQ – Cast Iron Water Main Replacement Project

FROM: Jim Boyken, Engineering Manager

SUBJECT: Addendum No. 1 for Above Referenced Project

Page 4 2.a: The Pre-proposal Meeting is October 24, 2022 at 2:00 PM eastern time at the James S. Bruce Service Center.

Page 7 1.a: The RFQ documents were posted on October 18, 2022.

Page 7.1.b: The Pre-proposal Meeting is October 24, 2022 at 2:00 PM eastern time at the James S. Bruce Service Center.

Page 7.1.c: The proposals are due November 10, 2022 at 4:30 PM eastern time at the James S. Bruce Service Center.

Acknowledgement of Addendum No. 1: _____

4. Agreement:

- a. After approval by the Board or General Manager, the District and the firm will negotiate a professional services agreement. The agreement will specify required scope of work, fees and deliverables and project time allowed. A standard EJCDC agreement template will be used.
- b. If the agreement negotiations are unsuccessful, the District will negotiate with different firm(s) (after Board approval). If necessary, this process will be repeated with the other firms in ranked order until the District successfully negotiates an engineering services agreement.
- c. Liability Insurance: The following are the minimum coverages that the individual or firm submitting a proposal must provide, with proof provided prior to executing final agreement;

- i. Limits of Commercial General Liability shall be, at minimum, as follows:

| | |
|--|-------------|
| (1) Each Occurrence | \$2,000,000 |
| (2) Damage to Rented Premises (Ea. occurrence) | \$100,000 |
| (3) Medical Expense (any one person) | \$5,000 |
| (4) Personal and Adv. Injury | \$2,000,000 |
| (5) General Aggregate | \$2,000,000 |
| (6) Products - Comp/OP Gag | \$2,000,000 |
- ii. Limits of Automobile Liability (for Any Auto), shall be, at a minimum:

| | |
|--|-------------|
| (1) Combined Single Limit (Ea. accident) | \$1,000,000 |
| (2) Underinsured motorist | \$100,000 |
| (3) Uninsured motorist combined | \$100,000 |
- i. Worker's Compensation and Employee Liability

| | |
|-----------------------------------|-------------|
| (1) Worker's Compensation | \$1,000,000 |
| (2) E. L. each accident | \$1,000,000 |
| (3) E. L. disease - each employee | \$1,000,000 |
| (4) E. L. disease - policy limit | \$1,000,000 |

1. Planned Schedule (Subject to Change Without Notice):

- a. October 18, 2022 Request for Proposals Issued
- b. October 24, 2022 Pre-Proposal Conference (9:00 AM Eastern Time)
- c. November 10, 2022 Proposals Due (By 4:30 PM Eastern Time)
- d. November 29, 2022 Recommendation to Award.
- e. December 7, 2022 Negotiate and execute agreement with selected firm

2. Proposal Checklist - Required Items:

- 3 Copies of proposal document with any attachments
- PDF Copy of complete proposal on USB drive
- Signed Proposal Certification & Submittal Form – See attached
- Signed Proposal Submission Form – See attached
- Signed Size Certification – See attached.

contract documents.

- v. Permitting: As required by State or Federal law and regulations, shall fill out all application forms and submit the required documents to any and all agencies which a permit will be required. These may include Kentucky Division of Water, other state, local or federal agencies or any others that may apply. The engineering consultant shall follow-up and provide additional information as needed until required permits are obtained. Projects will not be subject to Kentucky Prevailing Wage law.
- vi. Bidding Services: Once permits are obtained, the engineering consultant shall prepare all documents and advertisements and have plans and specifications made available for bidding the project. Once bids are received the engineering consultant shall complete checking and certification of all bids, including checking references, and then shall provide the District with an Engineer's Recommendation to award the best bids, or best combination of bids.
- vii. Resident Project Representative: The duties and responsibilities for RPR services to be provided with this proposal are generally those included and listed with the EJCDC, E-500, Exhibit D, D1.01.E and described therein as; "The duties and responsibilities of the RPR are as follows:". These services are expected to provide an on-site inspector, available at critical times, and should document all progress and communicate with the District throughout the construction process.
- viii. Project Close-Out: These services shall include final certification of all work, as required by all any agencies requiring as well as collecting all final releases, warranties and documentation required from the contractor. This may include start-up and testing to verify materials and construction was in accordance with plans and final documentation including record drawings, final inspection video or other warranty information.

2. Proposal Format and Submittal Requirements:

- a. A MANDATORY pre-proposal conference for all firms interested in submitting a proposal will be held at 2:00 PM (Eastern Time) on October 24, 2022 at the James S. Bruce Service Center conference room, 1400 Rogersville Road, Radcliff Kentucky, to answer questions about the proposals. After this pre- proposal conference, any inquiries concerning the request should only be addressed to Mr. Daniel Clifford, Engineering Manager at 270-268-4090 or via e-mail to Dclifford@hcwd.com.
- b. To be considered, three copies of a proposal must be received by the deadline. Included with the proposals must be a complete copy with all attachments saved as a PDF file on a USB memory drive. Proposals received after the scheduled time will be rejected.
- c. The District will not be responsible for payment of any expenses incurred in preparing and submitting the proposals. Each proposal will become the property of the District and should not be considered confidential under the requirements of the Kentucky Open Records Act (KRS 61.870 – KRS 61.884).