#### **ADDENDUM NO. 1**

#### 2021 GULF BROOK CHANNEL RESTORATION PROJECT PHASE 3

#### TOWN OF KEENE - ESSEX COUNTY, NEW YORK

February 4, 2021

#### TO ALL HOLDERS OF BIDDING DOCUMENTS:

This Addendum, issued to bid document holders of record, provides clarifications and additional information to the bid documents for the 2021 Gulf Brook Channel Restoration Project Phase 3 project. All information provided herein shall be incorporated into the Contractor's bid proposal and become part of the Contract Documents (a.k.a., The Project Manual). Adjustments required by each item shall be understood to apply to all document references affected by the clarifications described.

- 1. **General**: A Pre-Bid meeting was held for the project at the Keene Town Offices on February 3, 2021 at 10:00 AM. Minutes from the meeting are enclosed and are a part of this Addendum and the Contract Documents.
- 2. Question from Prospective Bidder: Is the area between the chute and the stream to remain vegetated? Yes.
- 3. Question from Potential Bidder: What should the surface of the channel be? The flood chute channel surface shall be channel bed material consisting of stone and gravel. Topsoil, seed and mulch will not be applied in this area. No planting or mulching in this area.
- 4. **General:** Drawing sheets C1-1 and C1-3 have been revised and are attached. The call-outs for tree removals and protection have been adjusted for clarity.

Attachments: Pre-Bid Meeting Minutes

Gulf Brook Restoration Phase 3, Project 1, Sheet C1-1 Gulf Brook Restoration Phase 3, Project 1, Sheet C1-3





#### PRE-BID MEETING MINUTES

Report Date: February 4, 2021

Project: Gulf Brook Phase 3 Stabilization Project

Attending Erik Sandblom, PE – Schoder Rivers Assoc.

David Mellor, PE – Schoder Rivers Assoc. Joe Pete Wilson - Town of Keene Supervisor

Andrew Stanley, Essex County DPW Fillen Altesoe – John W. Sheehan & Sons Josh Murohy – John W. Sheehan & Sons

Tom Manfred – Reale Co. John Reale – Reale Co. Peter Reale – Reale Co. Eric Deyo Pugh – Fuller

Distribution: Via posting on the Essex County website as a part of Addendum No. 1 for

access by all holders of bidding documents.

A scheduled pre-bid meeting was held for the above referenced project on February 3, 2021 at 10:00 AM at the Town of Keene offices. The following items were discussed.

- Sandblom presented a summary of the history of the project. This project represents
  Phase 3 in a series of restoration and flood resiliency projects to Gulf Brook since
  Tropical Storm (TS) Irene in August of 2011. This project is funded by a federal HUD
  CDBG Disaster Recovery Grant administered through the New York Governor's Office of
  Storm Recovery (GOSR).
- Sandblom indicated that there are funding source requirements for the project including Civil Rights and Diversity Goals, Elation Systems Reporting requirements, and NYS and Federal Prevailing Wage requirements. A summary of these items provided by GOSR is attached to this memo.
- Contractors are encouraged to use as much native material as possible during construction. That is the reasoning for using a unit price bid for the Type IV and Type VI stone.
- 4. Sandblom advised biding contractors that there is a stockpile of re-useable bed material from the Gulf Brook Restoration Phase II project located at the Town Highway Garage. The material is available for use on the project, but contractors responsibility/cost to move.

- 5. Sandblom identified three past sources of Type IV and VI rock;
  - Peckham Quarry
  - Lewis Quarries
  - Port Henry Quarry
- 6. Sandblom advised the project schedule requires that the trees that require removal as a part of the Phase 3, Project 1 area be cut by March 31, 2021 due to potential wildlife habitat. Projects 3, 4, & 5 are not subject to the tree cutting restriction.
- 7. Permits have been obtained from NYSDEC and ACOE. APA is non-jurisdictional. Copies of permits are provided in the Project Manual.
- 8. It was noted in the meeting that all easements have been obtained for the project are included in the Project Manual. All terms that have been negotiated that impact the project design and construction have been incorporated into the Project Documents.
- 9. A question was asked whether an Engineers Estimate range of construction costs would be provided. Sandblom advised it will not be provided at this time.
- 10. A question was asked whether a quantity estimate would be provided. A quantity estimate will not be provided. Bidders should utilize the plans and specifications to come up with their own estimates.
- 11. Bidding contractor requested copy of H/H flow data and pumping specifications. Stream diversion is not a requirement of this project. If pumping is implemented, or any other diversion method, the contractor is to follow all notes on the plans and provisions in the NYSDEC and ACOE permits. Copy of the Stream-Stats report for the watershed is attached.
- 12. Given the current snow-covered conditions, photographs of the project sites will be provided. These are attached to this memo.
- 13. Jackson Road is a Town Highway that access Hurricane Road in two locations. The road may be closed temporarily to facilitate construction of the stabilized slope in Project 5.

The meeting adjourned and was immediately followed by a walk of the site.

Respectfully Submitted,

David Mellor, PE

Attachments: Sign-In Sheet

GOSR Pre-Bid Meeting Compliance Guide

Gulf Brook 3 – Project Photos Gulf Brook 3 – Stream-Stats

#### **SIGN-IN SHEET**

#### **GULF BROOK PHASE 3 RESTORATION PROJECT** PRE-BID MEETING 2/3/2021 10:00 AM KEENE, NEW YORK

Name Fillen Alteroe	Company	Phone	Email
	John W Shosnan Scho	518-963-430	3 Sheenansons Qwilly. Com
Josh Murphy	John w sheehan and sons	<b>⊘</b> r	, 5047
TOM MANFRED	REALE	585-6782	TOM MANFRED PREALE CONSTRUCTION
JOHN REALE	REALE	1 (	realey pa realeconstruction com
PETER REAL	REALE	518-569-9092	realep esecle construction com
Andrew Sterley	Essex County	578 873 -343	5 and ship alter
Evic Dego High	Fuller	518 834 4617	erica therexavating wm
DOND MELLIR			
ERKY SONBLOW			
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**ANDREW M. CUOMO**Governor

#### **GOSR Pre-Bid Meeting Compliance Guide**

GOSR administers Federal grant funds received from the U.S. Department of Housing and Urban Development (HUD). Contractors should refer to the solicitation package for more detailed information on the regulations, requirements, and reporting obligations applicable to this contract opportunity.

#### **Elation Systems**

- This CDBG-DR, HUD-funded project is subject to compliance reporting via Elation Systems.
- Elation Systems is a web-based system which users' access via web browser. All vendors are required to register in Elation to complete compliance reporting and, when applicable, certified payroll reports. Required quarterly reporting captures vendors' payment, EEO, and Section 3 hiring and subcontracting utilization, as well as M/WBE participation.
  - o All vendors, including all construction and professional services subcontractors, must register, with the exception of suppliers.
    - All vendors will need a DUNS # to register
    - If a supplier is an M/WBE, the vendor must only register to complete reporting if there is more than one purchase order for the project. If the M/WBE supplier was utilized for one purchase order, no registration is required, but a one-time paper ADM-146 report must be completed and uploaded to Elation by the prime contractor.
- Reports are due quarterly for the length of each vendor contract. There are between two and seven
  compliance reports required of all participants, depending on the type of contractor/vendor and level
  of participation.
  - There are 5 reports required of prime contractors, and an additional two if the prime contract exceeds the Section 3 threshold of \$100k.
  - Depending on the amount of the contract and M/WBE status, there are between 2 and 4 reports required of subcontractors.
  - o There is one report required of M/WBE suppliers utilized via a single purchase order
  - o There are three reports required of M/WBE suppliers utilized via multiple purchase orders.
- All vendors will need to complete Certified Payroll Reporting as well.
- Please note that Certified Payroll's and compliance reporting must be current for vendor invoices to be paid.
- The team at GOSR offers training on the use of Elation to all vendors via phone call, webinar, or inperson scheduled sessions as preferred, and is also available troubleshoot Elation issues as they arise, whether those issues concern compliance reporting or general use of the system.
  - GOSR staff will set up the project in Elation and push 'live' once the prime contractor is registered and the Notice to Proceed has been issues. An assigned Operations Manager for the project will assist with further project setup, including ensuring all subcontractors are assigned to the project.
  - o Manuals are available for contractor use.
  - o Troubleshooting assistance available business hours Monday through Friday.



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#### **Labor Standards and Payroll Reporting**

- Project subject to both federal and state prevailing wages, contractors must pick the higher of the two rates.
- As mentioned in previous category, certified payrolls are submitted in Elation Systems.
- Contractor is to trickle down all the provisions in subcontracts.
- All apprentices must be in approved DOL programs.

#### **Diversity Compliance Resource Guide**

#### Minority and Women Owned Business Enterprise (M/WBE)

- Any contracts valued at \$25,000 or more are subject to compliance with Federal and State
  requirements pertaining to M/WBE utilization. Contractors must make a commitment to demonstrate
  an acceptable "Good Faith Effort" toward achievement of GOSR's M/WBE utilization goal of 15% MBE
  and 15% WBE.
  - A Minority Business Enterprise (MBE) means a business enterprise that is minority-owned or owned by socially and economically disadvantaged persons.
  - o A Women Business Enterprise (WBE) is a business enterprise that is women-owned.
- All steps taken to meet these goals and establish a "Good Faith Effort" must be documented. Documentation may include emails, phone calls, advertisements, events attended, etc.
- Resources to assist with M/WBE compliance:
  - o Search the NYS M/WBE Directory. Directly solicit quotations for work available.
  - o Create an account on GOSR's Opportunity Portal and post a listing of the work required.
  - o Create an account on the NYS Contract Reporter system and list opportunities.
  - Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources
  - o Ensure that you record all responses received along with your evaluation.
  - Once the solicitation has closed and the contract awarded, GOSR's Compliance Department will follow up with compliance forms and can provide guidance and technical assistance regarding MWBE utilization requirements.

#### Section 3

- Any contracts valued at \$100,000 or more are subject to compliance with Federal and State requirements pertaining to Section 3 utilization. Compliance with Section 3 utilization requires Contractors to the greatest extent feasible, meet the following goals:
  - At least 30% of new employees hired are Section 3 residents which applies to both construction and non-construction projects;



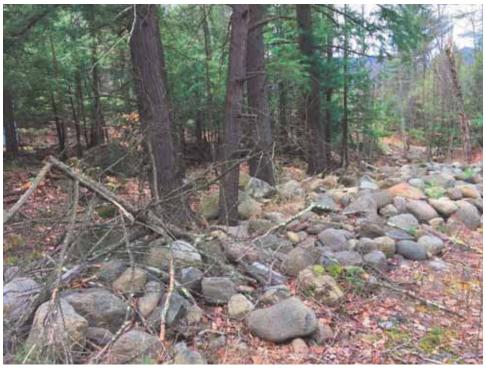
#### ANDREW M. CUOMO Governor

- At least 10% of the total dollar amount of all Section 3 covered contracts for housing rehabilitation, housing construction and public construction should be granted to eligible Section 3 businesses;
- o At least 3% of the total dollar amount of non-construction contracts should be granted to eligible Section 3 businesses.
- Contractors must document all actions taken to comply with Section 3 requirements, the results of
  actions taken and impediments, if any. Refer to the GOSR Section 3 Greatest Extent Feasible
  Guidelines.
- Once the solicitation has closed and the contract awarded, GOSR's Compliance Department will follow up with compliance forms and can provide guidance and technical assistance regarding Section 3 requirements
- Resources to assist with Section 3 compliance:
  - Utilize the Section 3 search portal: to reach out to Section 3 firms with potential subcontracting opportunities.
  - o Maintain a log of all contacts with Section 3 firms in case opportunities develop over the life of the contract.
  - Advertise opportunities for Section 3 participation on the GOSR Opportunities Portal and through the NYS Contract Reporter.
  - After all M/WBEs have been identified for utilization on the project, determine if these M/WBE firms also qualify as Section 3. Request that the subs fill out the Certification for Businesses Seeking Identification as Section 3 and that their employees fill out the Certification for Individuals Seeking Identification as Section 3.

Project Area 1



PHOTOGRAPH 1A



PHOTOGRAPH 1B

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PHOTOGRAPH 1C



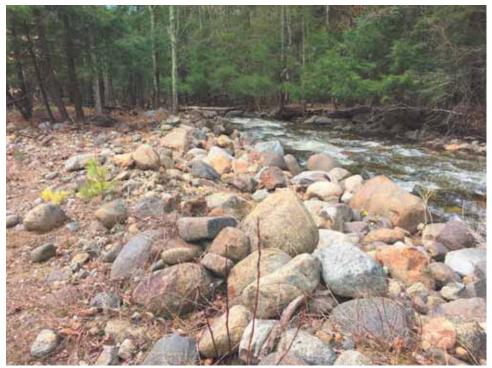
PHOTOGRAPH 1D



PHOTOGRAPH 1E



PHOTOGRAPH 1F



PHOTOGRAPH 1G



PHOTOGRAPH 1H



PHOTOGRAPH 1I



PHOTOGRAPH 1J



PHOTOGRAPH 1K



PHOTOGRAPH 1L

Project Area 3



PHOTOGRAPH 3A



PHOTOGRAPH 3B

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PHOTOGRAPH 3C



PHOTOGRAPH 3D

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PHOTOGRAPH 3E



PHOTOGRAPH 3F

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Project Area 4



PHOTOGRAPH 4A



PHOTOGRAPH 4B

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PHOTOGRAPH 4C



PHOTOGRAPH 4D

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PHOTOGRAPH 4E



PHOTOGRAPH 4F

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Project Area 5



PHOTOGRAPH 5A



PHOTOGRAPH 5B

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PHOTOGRAPH 5C



PHOTOGRAPH 5D

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PHOTOGRAPH 5E



PHOTOGRAPH 5F

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PHOTOGRAPH 5G



PHOTOGRAPH 5H

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PHOTOGRAPH 5I



PHOTOGRAPH 5J

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PHOTOGRAPH 5K



PHOTOGRAPH 5L

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PHOTOGRAPH 5M



PHOTOGRAPH 5N

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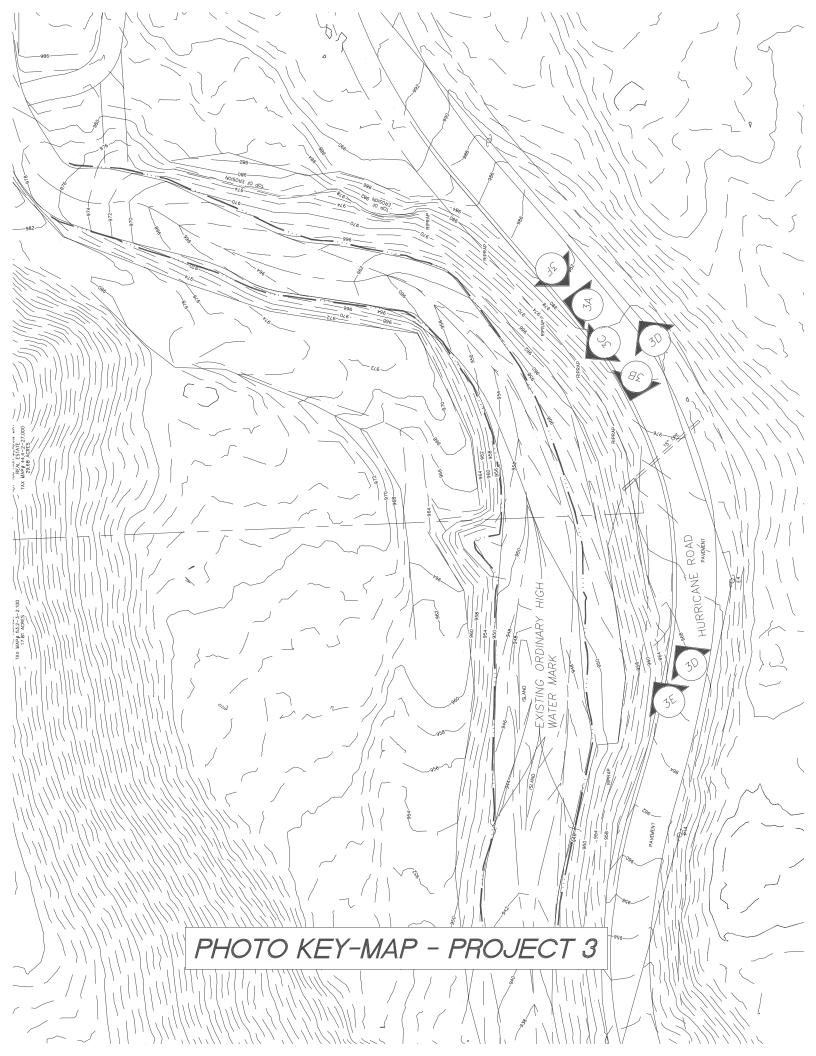
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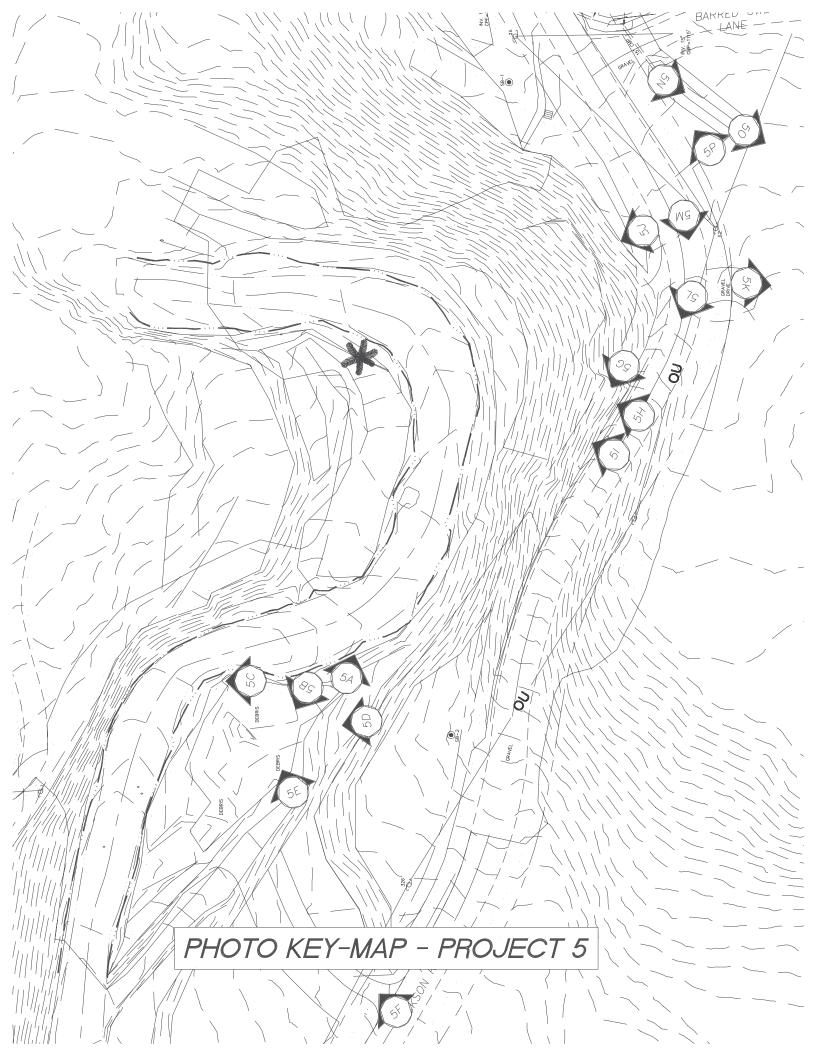
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2/4/2021 StreamStats

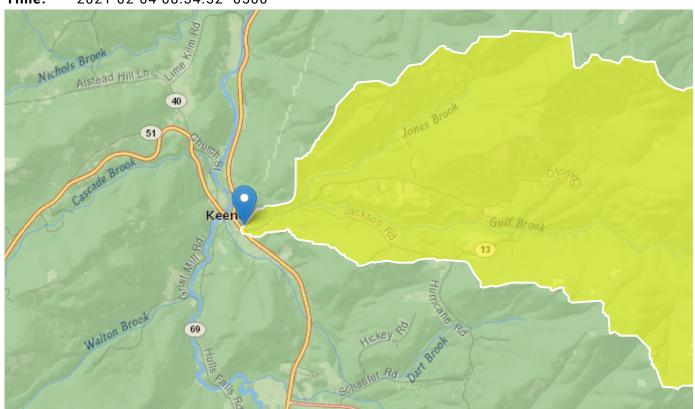
#### **Gulf Brook 3 - StreamStats Report**

Region ID: NY

Workspace ID: NY20210204133434435000

Clicked Point (Latitude, Longitude): 44.25522, -73.79030

Time: 2021-02-04 08:34:52 -0500



#### Reference Only

Basin Characteristics					
Parameter Code	Parameter Description	Value	Unit		
DRNAREA	Area that drains to a point on a stream	8.07	square miles		
LAGFACTOR	Lag Factor as defined in SIR 2006-5112	0.0189	dimensionless		
STORAGE	Percentage of area of storage (lakes ponds reservoirs wetlands)	0.055	percent		
FOREST	Percentage of area covered by forest	99	percent		
PRECIP	Mean Annual Precipitation	37.7	inches		

StreamStats

2/4/2021

Parameter Code	Parameter Name	Value	Units	Min Limit	Max Limit
DRNAREA	Drainage Area	8.07	square miles	0.54	4500
LAGFACTOR	Lag Factor	0.0189	dimensionless	0.004	15.229
STORAGE	Percent Storage	0.055	percent	0	28.92
FOREST	Percent Forest	99	percent	23.83	99.61
PRECIP	Mean Annual Precipitation	37.7	inches	29.49	56.1

Peak-Flow Statistics Flow Report[2006 Full Region 1]

PII: Prediction Interval-Lower, PIu: Prediction Interval-Upper, SEp: Standard Error of Prediction, SE: Standard Error (other -- see report)

Statistic	Value	Unit	SE	SEp	Equiv. Yrs.
1.25 Year Peak Flood	171	ft^3/s	31.6	31.6	2.2
1.5 Year Peak Flood	209	ft^3/s	30.3	30.3	2
50_percent_AEP_flood	260	ft^3/s	29	29	2.1
20_percent_AEP_flood	399	ft^3/s	27.3	27.3	3.6
10_percent_AEP_flood	501	ft^3/s	27.2	27.2	5.1
4_percent_AEP_flood	635	ft^3/s	28.2	28.2	6.9
2_percent_AEP_flood	737	ft^3/s	29.4	29.4	8
1_percent_AEP_flood	850	ft^3/s	30.8	30.8	8.8
0_5_percent_AEP_flood	953	ft^3/s	32.5	32.5	9.4
0_2_percent_AEP_flood	1110	ft^3/s	35.1	35.1	9.8

Peak-Flow Statistics Citations

Lumia, Richard, Freehafer, D.A., and Smith, M.J.,2006, Magnitude and Frequency of Floods in New York: U.S. Geological Survey Scientific Investigations Report 2006–5112, 152 p. (http://pubs.usgs.gov/sir/2006/5112/)

Bankfull Statistics Parameters[Bankfull Regions 1 and 2 SIR2009 5144]

Parameter Code Parameter Name Value Units Min Limit Max Limit

2/4/2021 StreamStats

Parameter Code	Parameter Name	Value	Units	Min Limit	Max Limit
DRNAREA	Drainage Area	8.07	square miles	0.52	396

Bankfull Statistics Flow Report[Bankfull Regions 1 and 2 SIR2009 5144]

PII: Prediction Interval-Lower, PIu: Prediction Interval-Upper, SEp: Standard Error of Prediction, SE: Standard Error (other -- see report)

Statistic	Value	Unit	PII	Plu
Bankfull Area	95	ft^2	46.4	195
Bankfull Depth	2.11	ft	1.03	4.33
Bankfull Streamflow	292	ft^3/s	71.1	1200
Bankfull Width	45.8	ft	21.5	97.4

#### Bankfull Statistics Citations

Mulvihill, C.I., Baldigo, B.P., Miller, S.J., and DeKoskie, Douglas, 2009, Bankfull Discharge and Channel Characteristics of Streams in New York State: U.S. Geological Survey Scientific Investigations Report 2009-5144, 51 p. (http://pubs.usgs.gov/sir/2009/5144/)

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Application Version: 4.4.0

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