

**City Park Improvements – Recreational Trails Program (RTP)
Grand Junction, TN**

April 17, 2024

TO ALL PLAN HOLDERS:

RE: Addendum # 1
City Park Improvements
Grand Junction, TN

See attached Pre-Bid Meeting Minutes and Sign-in Sheet

Modifications to Contract Documents:

1. *Bid date has been revised to May 3, 2024 at 2PM, CST*

Please note the following dates for Bidder Questions and Responses:

1. *All bidder questions must be submitted in writing by 5:00 P.M. on Wednesday, April 25th, 2024*
2. *All responses to bidder questions will be emailed to plan holders by 2:00 P.M. on Friday, May 1st, 2024*

Questions received to-date:

- Q1. Does entire project manual need to be submitted with the bid?
- A1. No, just the bid form, bid bond (with power of attorney), and certifications
- Q2. Do you know the locations and depths of the waterline? We saw 2 hydrants on site.
- A2. There is an active shallow water line from Walnut Street that serves the 2 hydrants in the park. The contractor will need to coordinate with Grand Junction Public Works to locate the line and adjust as necessary prior to trail construction. Contact is Public Works Director Ransom Crenshaw at 731-394-6889.
- Q3. Will tree pruning be allowed? Some limbs could be in the way of equipment access.
- A3. Yes. Pruning activities and methods must be coordinated and approved by the City.
- Q4. Would soil cement be considered as alternative to Crushed Stone? Dirt calculations may not benefit from this.
- A4. No the preference will be to use gravel base as shown in plans.
- Q5. Typical Section has Crushed Stone the same width as Asphalt. The Stone Base needs to extend out a minimum of 6" beyond the Asphalt to give a solid base for compaction or else the asphalt could just break/fall off the edge when compacted.
- A5. It is acceptable extend gravel base to ensure trail stability.

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THE ATTACHED FORM VERIFYING YOUR RECEIPT OF THIS DOCUMENT MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL. FAILURE TO SIGN AND INCLUDE THE FORM WILL RESULT IN YOUR PROPOSAL BEING CONSIDERED INVALID.

If you have any questions, please call me at 901-334-5339.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Shelton". The signature is fluid and cursive, with a horizontal line at the end.

Michael Shelton, PLA, AICP

Cc: City of Grand Junction
SIC Project Management
File



PRE-BID MEETING

MEETING NOTES

Date of Meeting: 4/15/2024

PROJECT: CITY OF GRAND JUNCTION RTP WALKING TRAIL

MEETING LOCATION: CITY HALL, GRAND JUNCTION, TENNESSEE

PARTICIPANTS: See Attached Sign-In Sheet

1. The purpose of the pre-bid meeting was to provide an overview to potential bidders of the project and to identify the key items required for a successful bid.
2. Introductions made of the Design Team (Michael Shelton/ Kimley Horn), Project Manager / Grant Administration (Shannon Cotter / SIC Project Management, Owner (City of Grand Junction)
3. Background of the Project:
 - a. **Project Name:** City Park Improvements RTP – Grand Junction, TN
 - b. **Location:** Grand Junction City Park / Adams Avenue, West and Walnut Street, South
 - c. **Scope of Work:** Development of a 10' wide, approximately 1,000 lf asphalt walking trail and trailhead parking area. Mobilization, erosion control, demolition, deleterious material haul-off and disposal, rough grading, finish grading, paving work, landscaping, striping and signage, and drainage improvements.
4. Summary of General Bidding Information:
 - a. **Bid Opening:** April 22, 2024 at 2:00, Grand Junction City Hall, 150 Tippah Street
 - b. **Questions to be submitted by:** April 16, 2024, via Email to sicprojectmgt@gmail.com by 4:00 PM, CST.
 - d. **Contract Time:** 60 consecutive calendar days
 - f. **Liquidated Damages:** \$250 per day
 - g. Minority and women's business enterprises are encouraged to participate.
 - h. All Bidders shall fill out all the forms included in the Project Manual / Bid Specifications
 - i. This is a lump sum bid for all work associated with the completion of the walking trail and parking area.
 - j. Award of bid will be for the lowest, most responsive Bid.
 - k. Owner reserves the right to reject any, or all bids.



5. Reminder to Bidders:
 - a. Bid should be submitted in an opaque sealed envelope
 - b. Bid Envelope shall clearly contain on the outside of the envelope:
 - i. Submitted By: Name of Bidder
 - ii. Address of Bidder
 - iii. Current Certificate of Responsibility Number and License Number
 - iv. Project Name

6. Summary of the documents that must be completed as part of the Bid:
 - a. Bid Form
 - b. Bid Bond
 - c. Certification of Non-Discrimination
 - c. Certificate of Drug Free Work Place
 - d. Certification of Contractor Regarding Conflicts of Interest, Lobbying, Nondiscrimination, Public Accountability, and Public Notice

7. **ADDENDUM TO BE ISSUED.**
 - a. Bid Date to be May 3, 2024 at 2:00 PM, CST at Grand Junction City Hall.
 - b. Deadline for Questions: April 26, 2024

8. The Contractor will be responsible for the construction staking.

9. The Contractor will be responsible for the testing and compaction.

10. The trail and parking area SHALL BE in full compliance with the ADA standards.
 - a. The Contractor must construct the walking trail and parking area in accordance with ADA compliance. This includes the running and cross slope, mount heights, width and length, ADA sign location, etc.

These notes represent my understanding of items discussed and conclusions reached. Participants are requested to review these items and advise of necessary corrections or revisions.

Signed: Shannon S. Cotter

Date: April 15, 2024

PRE-BID MEETING ATTENDANCE RECORD

Randle Boyd	662-587-4322	rboyd.jmd@yahoo.com
MATT DUNCAN	662-587-2211	SAME
LORI RICE	City of GRAND Junction	
SHANNON COTTER	SIC	

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ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM # 1

**City Park Improvements – Recreational Trails Program (RTP)
Grand Junction, TN**

I acknowledge that I am in receipt of Addendum # 1 for the above referenced project, dated April 17, 2024.

NAME and TITLE

DATE

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**FAILURE TO SIGN AND INCLUDE THIS FORM WILL RESULT IN YOUR PROPOSAL
BEING CONSIDERED INVALID.**