

Addendum # 1



Project Information

Project Name:	Visual Service Line Inspections
Bid Number:	F23-11-084
Date:	December 1, 2023
Project Manager:	Keri Fishlock

Addendum Questions

Question #1	What background check is required - legal felonies - time limit etc
Answer	We require that you perform a background check and drug check on your inspectors, and a copy of your policy with regards to applying these to your staff selection. The City of Greeley reserves the right to review background checks and drug checks upon request.
Question #2	Project Delivery Time line
Answer	Upon further review, the inspections can be delivered in a phased approach. The first phase of properties (approx 2,500) need inspection prior to end of April 2024 and the second phase of properties (approx 2,500) need inspecting prior to end of June 2024. A map and list of properties will be provided for the phased approach. At some point in project we will perform a investigation for CDPHE of approx 350 properties randomly selected across the city, which will require home visits outside of the normal sequence.
Question #3	Purchase orders
Answer	Funding for the initial purchase order is set to a maximum of \$275k. If the price for 5,000 inspections exceeds this it will be spilt across two purchase orders.
Question #4	Do you require a performance bond or a bid bond?
Answer	No bonds required as this will be a professional services contract
Question #5	Are there any prevailing wage or Davis Bacon wage requirements?
Answer	No
Question #6	Under Contractor Responsibilities line B: "Contractor shall make a minimum of 2 visits to each property". Is this to make two attempts to gain entry, or do we need to do follow up with each property after line has been identified?
Answer	No follow up visit is required once the line has been identified. We are just asking two minimum attempts to gain entry.
Question #7	Will the City Provide - Tablets for data input?
Answer	Yes. (Note - this is different to what was communicated in the meeting, but COG will now loan two IPAD mini tablets to improve data security, management and support). A data agreement will be required.
Question #8	Data Entry
Answer	COG will provide a dedicated portal for contractor to submit results through (not public one). Check boxes will be included to confirm results of scratch test, magnet test and lead swab.

Question #9	"unknown" material record
Answer	A service line material can be recorded as "unknown" only if the scratch test, lead swab and magnet test have proven to be inconclusive.
Question #10	Letters
Answer	The letter to residents will be drafted by City of Greeley in collaboration with the contractor. The letter is to include the City of Greeley and contractor logo. A QR link to allow the customer to self perform the inspection if they prefer. Laminated copies will be provided to the contractor for site use. The contractor is responsible for printing and mailing the letters.
Question #11	Would the communication need to be by a certified mail or by regular mail?
Answer	Communication can be sent via regular mail.
Question #12	Is the city providing the literature and letters to the customers, or is the contractor responsible for producing and printing?
Answer	The City will provide printed project literature. The letter will be drafted by City of Greeley in collaboration with the contractor. The letter will be printed and mailed by the contractor.
Question #13	Will contractor be compensated for any clerical, mailing expenses for properties that self-identify service line or just the properties that get a visual inspection?
Answer	No additional compensation will be provided for properties that self-identify. Costs associated with the letter are included in bid schedule item A-2.
Question #14	I have gone through the SOP, do you require a licensed plumber on site during the pipe inspection?
Answer	We do not require a licensed plumber, as long as the individual has been trained in material identification.
Question #15	Is there an alternative to the 3M lead swab? The sale and production has been discontinued by 3M.
Answer	There are alternatives to the 3M lead swab, and ask that you use a quality alternative.
Question #16	Will the city be providing the lead check swabs?
Answer	No