



REGIONAL CONSTRUCTION STANDARDS

FIFTH EDITION

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SECTION 102

BIDDING REQUIREMENTS AND CONDITIONS

I. INVITATION FOR BIDS

1. Long Form

PROJECT: _____

LOCATION: _____

DATE: _____

The _____ will receive sealed Bids for the above titled Project at the office of _____, located at _____, until _____ a.m./p.m. local time on _____, at which time the Bids will be publicly opened and read aloud. Any Bids received after the specified time and date will not be considered.

The Work under this Project consists of the _____

Bid Documents may be examined at the offices of _____, located at _____ and have been provided to the following plan room services:

Norfolk Builder's Exchange
1118 Azalea Garden Road
Norfolk, VA

~~Peninsula Builder's Exchange~~
~~9826-B Warwick Blvd.~~
~~Newport News, VA~~

Peninsula Builder's Exchange
615 Dresden Drive
Newport News, VA

~~Dodge Plan Room~~
~~9 North Third Street~~
~~Richmond, VA~~

Builders' Exchange
3207 Hermitage Road
Richmond, VA

Bid Documents may be obtained from the office of _____ upon a non-refundable payment of \$ _____ for each set of documents. Neither the Owner nor any of its representatives shall be responsible for full or partial sets of Contract Documents, including addenda, obtained from any other source. Requests for Bid Documents to be mailed to the Bidder shall be made in writing and accompanied by a non-refundable check in the amount of \$ _____. Checks shall be made payable to _____

The Hampton Roads Planning District Commission's *Regional Construction Standards, Fifth Edition*, December 2010, are hereby referenced and are part of the Bid Documents, except as may be modified by the Special Provisions of this Project or as may be shown by bold type for additions and strike-throughs for deletions. Copies of the *Regional Construction Standards* may be purchased at the offices of the HRPDC, 723 Woodlake Drive, Chesapeake, VA 23320 (Telephone 757-420-8300) or Executive Tower, Suite 1-C, 2101 Executive Drive, Hampton, VA 23666 (Telephone 757-262-0094). The latest edition of the *Regional*

- 11.2. When a license is required, the Bidder shall include in its Bid over the Bidder's signature the following notation: "VIRGINIA LICENSED CONTRACTOR NO. _____" (Ref. Title 2.2, Chapter 43, and Title 54.1, Chapter 11, Code of Virginia).
- 11.3. When a license is not so required and a person who is not the holder of a License enters a Bid, such person shall include in its Bid over the Bidder's signature the following notation: "LICENSING NOT REQUIRED UNDER VIRGINIA STATE CODE."
- 11.4. The ~~Contractor~~ **Bidder** shall complete and submit the Debarment Certification form. A copy of the form is included in Section 102, VI at the end of this Section.
- 11.5. The ~~Contractor~~ **Bidder** shall complete and submit the Certificate of Compliance with Immigration Laws and Regulations form. A copy of the form is included in Section 102, VII in this section.
- 11.6. The ~~Contractor~~ **Bidder** shall complete and submit the Non Collusion Affidavit form. A copy of the form is included in Section 102, III.K in this section.

12. Receipt and Opening of Bids.

- 12.1. Bids will be opened publicly at the time and place and under the conditions stated in the Invitation for Bids. The Owner's Representative whose duty it is to open Bids will decide when the specified time has arrived. No responsibility will be attached to any such person for the premature opening of a Bid not properly addressed and identified. It is the responsibility of the Bidder to assure that the Bid is delivered to the designated place of receipt prior to the time set for the receipt of Bids. No Bid received after the time designated for receipt will be considered.
- 12.2. Bids will be opened and read aloud publicly.

13. Bids to Remain Subject to Acceptance.

- 13.1. All Bids shall remain subject to acceptance for 90 Days after the day of the Bid opening, but the Owner may, in its sole discretion, release any Bid and return the Bid Security prior to that date, or extend the acceptance period an additional 90 days with the consent of the apparent low Bidder and surety.

14. Withdrawal of Bids.

- 14.1. Withdrawal of Bids filed with the Owner may be made only by a representative of the firm submitting the Bid, who shall appear in person prior to the deadline designated in the advertisement for receipt of Bids. Such representative shall furnish satisfactory identification and proof that they are authorized to withdraw the Bid. Telephone, e-mail, or facsimile notices will not be considered. Additions and/or deletions marked on the outside of the Bid envelope will not be considered.
- 14.2. In accordance with Section 2.2-4330(A)(i) of the Code of Virginia, as amended, if the Bid price was substantially lower than the other Bids solely to a mistake therein, provided the Bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor, or material made directly in the compilation of a bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original

to work outside the normal working hours. The Contractor shall make reasonable efforts to avoid undue noise during the night and on weekends, including, but not limited to, fireproof covering necessary to dampen excessive noise from engines or pumps which operate before 7:00 a.m. and after 9:00 p.m., if it is necessary to work at those times.

- 8.2. The Contractor shall designate a representative and furnish a telephone number at which the representative may be contacted at any time after working hours. This representative shall be empowered and authorized to provide such personnel and equipment as may be required to remedy emergency situations that may develop after normal working hours, or on weekends and holidays.
- 8.3. The Contractor shall receive approval of the Owner, in advance, of any Work to be performed on holidays. The Owner reserves the right to deny permission to work on Sundays and/or holidays without cause.
- 8.4. Holidays are as listed below:

New Years Day	1 st day of January
Martin Luther King's Birthday	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Independence Day	4 th day in July
Labor Day	1 st Monday in September
Veteran's Day	11 th day of November
Thanksgiving Day	4 th Thursday in November
Day after Thanksgiving	Friday after 4 th Thursday in November
Christmas Eve	24 th day of December
Christmas Day	25 th day of December

If January 1, July 4, Veterans Day or Christmas fall on a Sunday, the following Monday shall be considered the holiday. If these dates fall on a Saturday, the previous Friday shall be considered the holiday.

The Contractor's attention is called to Section ~~109-1.5.C.1.d.~~ **109-1.6.C.1.d** regarding Owner compensation by the Contractor for overtime Work performed outside normal working hours.

IX. PROJECT COORDINATION

9.1 Coordination with Owner

- A. The Contractor shall coordinate all construction activities with the Owner and shall obtain the Owner's approval as to schedule of Work, permits, temporary Work, and traffic control.
- B. Progress meetings shall be held monthly on a date to be set by the Owner. The Contractor shall be present at all progress meetings. If progress is not made as scheduled, or if the Owner desires to discuss revised progress schedules or the quality of workmanship or other aspects of the Work, additional progress meetings can be required.
- C. The Owner may construct or reconstruct any utility service in the highway or street or grant a permit for the same at any time. The Contractor shall not be entitled to any damages occasioned thereby other than a consideration of an extension of time.

associated with wastewater collection systems. The insert shall be custom made to fit the manhole frame, outside diameter (cover), and inside diameter.

~~D.~~ **E. Manhole /Structure Coatings**

Sanitary sewer manholes are often exposed to environments with various degrees of aggressiveness thereby degrading the concrete and reinforcing, and shortening the useful life of the structures. A number of measures have been used to maintain manhole structural integrity and component life, including epoxy coatings, concrete additives, embedded liners, etc. Choosing the appropriate protective measure should be determined during the design of the project. Any protective system must be applied in strict accordance with the protective system Manufacturer's recommendations. The manhole coating specifications presented in this document are intended to be used by experienced Engineers and are not meant to be inclusive of all available protective measures. Because of their current widespread usage in the Hampton Roads area, only epoxy coating systems are addressed herein. Other protective measures may be used if approved by the Owner. See also the Special Provisions for Owner-specified manufacturers, alternative coating systems, and specific coating thickness.

1. Products are to be stored and handled according to their material safety data sheets and the manufacturer's instructions.
2. Coatings are to be applied to manholes/structures in strict accordance with the coating manufacturer's requirements.
3. Manhole Coatings shall be 100% solids, solvent-free, epoxy resin systems.
4. Manhole Coatings are defined as:
 - a. Type A Coating (40 to 50 mils thickness)
 - b. Type B Coating (80 to 125 mils thickness), as specified

~~E.~~ **F. Clean-Out Assemblies**

Clean-out assemblies include Fernco coupling or Non-Shear DFW-HPI (if required), mainline or wye, riser pipe, end caps, and clean-out box as indicated on the Standard Details.

5.12. SEEDING

A. Seed

1. Seeds shall comply with applicable state and federal seed laws and the Contract Documents. Seed shall be accompanied by the Form of Affidavit provided in VDOT *Road and Bridge Specifications* Section 244.
2. Seed shall be subject to inspection by the Virginia State Seed Regulatory Inspectors of the Virginia Department of Agriculture and Consumer Services.
3. Seed test shall be completed within the twelve-month period prior to the time the seed is to be used.

<u>% Retained on No. 4 Sieve</u>	<u>Min. % Density</u>
0 - 50	100
51 - 60	95
61 - 70	90

Percentages will be reported to the nearest whole number.

- ~~A. E.~~ Not more than one sample in every five shall have a density less than that specified, and the density of such a sample shall be not more than 2 percent below that specified. The surface of each layer shall be maintained during the compaction operations in a manner such that a uniform texture is produced and the aggregates are firmly keyed. Water shall be uniformly applied over the base materials during compaction in the amount necessary to obtain proper density.
- ~~B. F.~~ Irregularities in the surface shall be corrected by scarifying, remixing, reshaping, and recompacting until a smooth surface is secured. The surface shall thereafter be protected against the loss of fine materials by the addition of moisture, when necessary, and shall be maintained in a satisfactory and smooth condition until accepted by the Owner.
- ~~C. G.~~ The base course shall be tested in place by the Contractor for depth and density. Field density determinations will be performed with a nuclear field density device in accordance with VTM-10 or in accordance with the requirements of AASHTO T191. The method of density determination will be as directed by the Owner.

2.2 TOLERANCES

- A. The thickness of the base course will be determined by the depth measurement of holes dug in the base in accordance with the requirements of VTM-38B.
- B. Acceptance of the base course for the physical property of depth will be based on the mean result of tests performed on samples taken from each lot of material placed. A *lot* of material is defined as the quantity being tested for acceptance except that the maximum lot size will be 2 miles of paver application width.
- C. A lot will be considered acceptable for depth if the mean result of the tests is within the following tolerance of the Drawing depth for the number of tests taken except that each individual test shall be within ± 1.00 -inch of the Drawing depth: mean of two tests, ± 0.75 -inch; mean of three tests, ± 0.60 -inch; and mean of four tests, ± 0.50 -inch.
- D. Areas that are deficient in depth by more than 1-inch and areas that do not provide a smooth uniform surface shall be scarified, material added or removed, reshaped, and recompact to the specified density so as to conform with the depth tolerance and provide a smooth, uniform surface.

III. MEASUREMENT FOR PAYMENT

- A. Base course will be measured in cubic yards or tons as specified. When the cubic yard unit is specified, the quantity will be determined by compacted measurements based on plan

$$L = \frac{SD(P)^{1/2}}{148,000}$$

Where:

L = Allowable leakage, in gallons/hr.

S = Length of pipe tested, in feet

D = Nominal diameter of the pipe, in inches

(P)^{1/2} = Square Root of average test pressure during leakage test, in psig

TABLE 801-1

**Leakage Testing Allowance per 1,000 feet of Pipeline (Gallons per Hour)
(Based on AWWA C600, Table 5A)**

Avg. Test Pressure psi	Nominal Pipe Diameter, inches							
	3	4	6	8	10	12	14	16
250	0.32	0.43	0.64	0.85	1.07	1.28	1.50	1.71
225	0.30	0.41	0.61	0.81	1.01	1.22	1.42	1.62
200	0.29	0.38	0.57	0.76	0.96	1.15	1.34	1.53
175	0.27	0.36	0.54	0.72	0.89	1.07	1.25	1.43
150	0.25	0.33	0.50	0.66	0.83	0.99	1.16	1.32

1. The Contractor shall, at its expense, locate and repair any defective material or workmanship until the leakage is reduced below the allowable limits.
2. If a water main or section fails to meet the specified test requirements or has to be repaired, it shall be retested at no additional cost to the Owner.

D. Disinfection:

New, relocated, or repaired water mains shall be disinfected in accordance with AWWA Standard C 651, latest revision. The disinfection procedure shall be carried out after completion of construction and immediately before the mains are placed into service. During construction, precautions shall be taken to protect pipe interiors, fittings, and valves against contamination. Cleaning and swabbing of the interior of the pipe may be required if contamination cannot be removed by ordinary flushing and disinfection procedures. The cleaning and swabbing shall be performed with a 5% hypochlorite disinfecting solution, or other disinfecting agent as approved by the Owner. The Contractor shall be responsible for properly treating the discharge during disinfection, testing, and flushing activities.

1. Preliminary Flushing:
 - a. Water lines shall be flushed every 2,000 feet unless the Owner gives the Contractor written permission for flushing longer lengths of pipeline due to drainage considerations. No more than 4,000 feet of pipeline shall be flushed at any one time, under any circumstances.

- c. Identification of set-up locations for lining installation.
 - d. Lining procedures.
 - e. Bypass Pumping Plan in accordance with Section 812 – Bypass Pumping.
 - f. Traffic Control Plan in accordance with VDOT or locality requirements.
2. Letter identifying the crew members performing the lining. If any of the crew members are not identified on the original certification letter received during the pre-qualification process, then a new certification letter listing the crew member(s) must be received from the rehabilitated system manufacturer/supplier prior to initiation of the specific project.
 3. Calculations supporting recommended liner thicknesses. The data shall include both the sealed calculated thicknesses and the thicknesses proposed to be installed. A registered Professional Engineer shall seal the calculations and provide an executed copy of the following form:

Professional Engineer Certification Form	
<p><i>The undersigned hereby certifies that he/she is a Professional Engineer registered in the State of Virginia and that he/she is employed by:</i></p> <p style="text-align: right;"><i>(Name of Contractor)</i></p> <p><i>to design cured in place liner segments. The undersigned further certifies that he/she has performed the design of the specified liner diameters and thicknesses and that the design is in conformance with all applicable local, state, and federal codes, rules, and regulations. It is further certified that the signature and Professional Engineer stamp will be affixed to all calculations and drawings used in, and resulting from the design.</i></p> <p><i>The undersigned hereby agrees to make all original design drawings and calculations available to the Owner within seven (7) Days following the Owner's request.</i></p>	
<p><i>Professional Engineer Stamp</i></p>	<p>_____</p>
	<p><i>By</i> _____</p>

4. Minimum liner thickness:
 - c. Minimum liner thickness for nominal pipe diameters of 6 inches shall be 4.5 mm. Minimum liner thickness for nominal pipe diameters of 8 to 12 inches shall be ~~4.5~~ 6 mm. Minimum liner thickness for nominal pipe diameters of 14