



**CLAYWOOD PARK PUBLIC SERVICE DISTRICT  
RED HILL AREA WASTEWATER FACILITIES-PHASE 2  
CONTRACT 4 - TELEMETRY SYSTEM  
ADDENDUM #2**

401 Main Street

Wheeling, WV 26003

304.232.5550 (T)

304.233.2512 (F)

mail@cerrone1.com

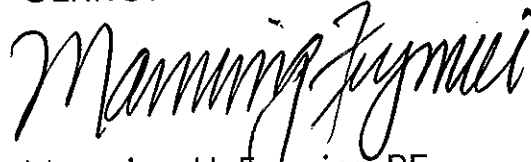
**June 25, 2010**

**TO ALL BIDDERS**

- (1) Prebid Conference:** Enclosed is a copy of the Agenda, DBE (MBE/WBE) Requirements, and sign-in sheet for the Prebid Conference held on June 24, 2010.
- (2) Bid Package:** Given the high number of forms and certifications required to be include with the bid, enclosed is a Bid Package with includes a Bid Opening Requirements Checklist. Bidders are encouraged to use the Bid Package to ensure that they fulfill all the bid requirements for this contract. Note that their is no requirement for a Affirmative Action Certificate.
- (3) Existing Radio Telemetry at the Kanawha Lift Station:** remove the existing telemetry panel and all associated components and return same to the Owner.
- (4) Specifications Section 11248 3.06 SYSTEM INVENTORY:** Enclosed is a revised system inventory to replace the incorrect version in the specifications.

- (5) **Radio Path Study:** Bidders shall conduct a path study to verify radio communication links. Should a repeater be required, then the cost of this repeater should be included in the bid price. The Owner has a radio repeater site available at the Loomis Ridge Tank Site (Latitude 39.248735 Longitude -81.458658, Tank Overflow Elevation 1050'). This site has 120 volt electric service available. This repeater site will be made available if a Bidder deems it necessary as a result of radio path studies.

Respectfully,  
CERRONE ASSOCIATES, INC.



Manning H. Foymier, PE  
Director of Engineering

Enclosures:

- Agenda, DBE (MBE/WBE) Requirements, and Prebid Sign-in Sheet
- Bid Package
- 11248-19

**CLAYWOOD PARK PSD  
RED HILL AREA WASTEWATER FACILITIES - PHASE 2  
CONTRACT 4 - TELEMETRY SYSTEM  
PRE- BID CONFERENCE  
AGENDA  
June 24 - 10:00 a.m.**

- 1. PROJECT BACKGROUND - HISTORY**
- 2. ARRA - BUY AMERICAN**
- 3. ADDENDUM #1**

**FEDERAL WAGE RATES  
ACKNOWLEDGMENT**

- 4. CONTRACTOR QUESTIONS**
- 5. OWNER COMMENTS**
- 6. POSSIBLE ADDENDA ISSUES**

**DBE (MBE/WBE) Requirements:** This project will receive funding in part from the American Recovery and Reinvestment Act (ARRA) administered by the US EPA and by the West Virginia Division of Environmental Protection. A key requirement of any contract awarded under this program is the Disadvantaged Business Enterprise (DBE) requirement heretofore referred to as Minority Business Enterprise / Women's Business Enterprise (MBE/WBE) participation. While there is not a specific percentage participation goal established, emphasis is placed on applying the six "affirmative steps" as listed in 40 CFR 33.301 in procurement of subcontractors with the goal of obtaining as large a percentage DBE participation in the construction contract as possible without increasing costs above what they would be if a non-DBE firm is utilized.

The "six affirmative steps":

1. Include qualified small, minority, and woman's businesses on subcontract or vendor solicitation lists.
2. Assure that small, minority, and women's businesses are solicited whenever they are potential sources.
3. Divide total requirements, where feasible, into small tasks or quantities to permit maximum participation by small, minority, and women's businesses.
4. Establish goods delivery schedules, where the requirements of the work allow, which will encourage participation by small, minority, and woman's businesses.
5. Use the services and assistance of the Small Business Administration and/or other organizations that promote small, minority, and women's businesses.
6. Require each of your subcontractor's to take the affirmative steps in 1 through 5 above.

Documentation of the "six affirmative steps" efforts should include the following:

1. Documentation of efforts to solicit the participation of DBE firms. This should include lists of firms contacted, copies of solicitation letters, telephone logs, copies of legal advertisements, etc.
2. Documentation of whether any offers were received from DBE firms.
3. Follow-up letters, phone logs, etc. to determine why no interest was shown in bidding.

4. If a DBE firm making a proposal is not utilized, an explanation should be provided as to why they were not used.

The apparent low bidder shall submit EPA form number 6100-4 - DBE Program Subcontractor Utilization Form to the engineer within seven days of the bid opening. If this documentation is not submitted or if it is submitted incomplete, the contractor may be declared non-responsive.

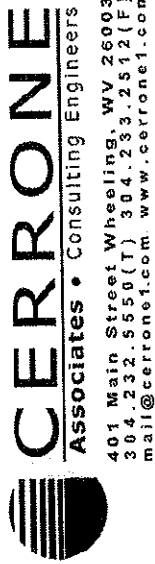
The following are Internet links to DBE databases. These are good places to begin your search for potential DBE subcontractors:

**<http://wvdbess.poclink.com/company/index.asp>**

**[http://www.drpa.org/pdfs/dbe\\_directory.pdf](http://www.drpa.org/pdfs/dbe_directory.pdf)**

Information regarding the DBE program requirements can also be obtained by contacting:

Carrie L. Grimm, ERSII  
WV Department of Environmental Protection  
Division of Water & Waste Management  
State Revolving Fund Program  
601 - 57th Street, SE  
Charleston WV 25304  
Phone 304-926-0495 extension 1605



CLAYWOOD PARK PSD  
RED HILL AREA WASTEWATER FACILITIES - PHASE 2  
CONTRACT #4 - TELEMETRY SYSTEM  
PRE- BID CONFERENCE  
SIGN IN SHEET

JUNE 24, 2010 @ 10:00 A.M.

PRINT NAME	REPRESENTING	PHONE #	FAX #	E-mail Address*	Check All That Apply		
					Telemetry Contractor	Vendor	Other
Manning Frymier	Cerrone Assoc	304-232-5550	304-233-2512	mhfo@cerrone1.com			✓
TOOD GAINSTAND	Claywood Park PSD	304-422-6042	304-422-4014	tood@woodpsd.org	✓		✓
TYLER DODD	BEAR CONTRACTING	304-842-3002	304-842-9433	TDODD@BEAR-CONTRACTING.COM			
KYLE MURRAY	INSTRULOGIC	540.338.2222	540.338.1133	K.MURRAY@INSTRULOGIC.COM	✓		✓
SHAYNE BRABHAM	CWP PSD	304 922 6092	304 922 9094	Shayne@cwpdpsd.org			
DOUG WINGFIELD	PATRIOT AUTOMATION	304-545-9561	877-545-9564	doug@patriotautomation.net	✓		
XX Dan McElwain	Control Calibration	304-233-0678	304-233-0678	info@controlcalibration.com			
				services.com			

\* For future Bid Notification

XX Participated via telephone

**CLAYWOOD PARK PUBLIC SERVICE DISTRICT  
RED HILL AREA WASTEWATER FACILITIES-PHASE 2  
CONTRACT 4 - TELEMETRY SYSTEM  
ADDENDUM #2**

# **BID PACKAGE**

## **BID OPENING CHECKLIST**

### **CONTENTS OF ENVELOPE #1 - "BID OPENING REQUIREMENTS"**

- Bid Bond**
- Drug Free Workplace Affidavit**
- EEO Certification**
- Certification of Non Segregated Facilities**
- Certification regarding WV Jobs Act Requirements**
- Certification of receipt of all addenda to Plans and Specifications**
- WV Contractors License**
- American Recovery and Reinvestment ACT of 2009 -  
Buy American Certification**
- American Recovery and Reinvestment ACT of 2009 -  
Substantial Transform Checklist**

# BID BOND

Any singular reference to Bidder, Surety, Owner, or other party shall be considered plural where applicable.

BIDDER (Name and Address):

SURETY (Name and Address of Principal Place of Business):

OWNER (Name and Address):

### BID

Bid Due Date:

Project (Brief Description Including Location):

### BOND

Bond Number:

Date (Not later than Bid due date):

Penal sum

(Words)

(Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms printed on the reverse side hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

BIDDER

SURETY

\_\_\_\_\_  
Bidder's Name and Corporate Seal (Seal)

\_\_\_\_\_  
Surety's Name and Corporate Seal (Seal)

By: \_\_\_\_\_  
Signature and Title

By: \_\_\_\_\_  
Signature and Title  
(Attach Power of Attorney)

Attest: \_\_\_\_\_  
Signature and Title

Attest: \_\_\_\_\_  
Signature and Title

Note: Above addresses are to be used for giving required notice.



**State of West Virginia  
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT  
West Virginia Code §21-1D-5**

**STATE OF WEST VIRGINIA,**

**COUNTY OF \_\_\_\_\_, TO-WIT:**

I, \_\_\_\_\_, after being first duly sworn, depose and state as follows:

1. I am an employee of \_\_\_\_\_; and,  
(Company Name)

2. I do hereby attest that \_\_\_\_\_  
(Company Name)

maintains a valid written drug free workplace policy and that such policy is in compliance with **West Virginia Code §21-1D-5**.

The above statements are sworn to under the penalty of perjury.

\_\_\_\_\_  
(Company Name)

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Taken, subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_.

By Commission expires \_\_\_\_\_

(Seal)

\_\_\_\_\_  
(Notary Public)

**THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.**

**CERTIFICATE OF EBO COMPLIANCE**

The Company hereby certifies that it complies or has complied in the past with Section 3 of the Housing and Urban Development Act of 1968 and Executive Order No. 11246, as amended.

- A.  The Company certifies that it has established an affirmative action program pursuant to 41 CFR Part 61-2.
- B.  Has participated in previous contracts subject to the equal opportunity clause.
- C.  If (B) above is checked, has filed all reports due under the previous contract requirements.

\_\_\_\_\_  
Company

\_\_\_\_\_  
By Date

\_\_\_\_\_  
Officer or Title

Attest: \_\_\_\_\_

## CERTIFICATION OF NONSEGREGATED FACILITIES

(Applicable to contracts, subcontracts, and agreements with Applicants who are themselves performing federally assisted construction contracts, exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause).

By the submission of this bid, the bidder, offeror, applicant, or subcontractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. He certifies further that he will not maintain or provide for his employees any segmented facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder, offeror, applicant, or subcontractor agrees that a breach of this certification is a violation of the Equal Opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color or national origin, because of habit, local custom, or otherwise. He further agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause; that he will retain such certifications in his files, and that he will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title of Signer  
(Please Type)

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.

WV Infrastructure & Jobs Development Council  
Certification of Bidder Regarding Compliance with the  
WV Jobs Act (SB 103) WV Code 21-1C-1

**WV JOBS ACT REQUIREMENTS**

- (a) Contractors shall hire at least 75% of employees for the project from the local labor market.
- At least two employees from outside local labor market permissible for each employer
  - Employees shall have resided in the local labor market
- (b) Any employer unable to employ the minimum number of employees from the local labor market shall provide the nearest office of the Division of Employment Services, Bureau of Employment Programs the following:
- (1) the number of qualified employees needed; and
  - (2) a job description of positions to be filled
- (c) If, within 3 business days following the placing of the job order with the Division of Employment Services (the "Division"), the Division is unable to refer any qualified applicants to the employer or refers less qualified job applicants than the number requested, then the Division shall issue a waiver to the employer stating the unavailability of applicants and permit the employer to fill any positions covered by the waiver from outside the local labor market.

**CONTRACTOR REQUIREMENTS**

The contractor hereby agrees to the following:

- (a) The contractor will comply with the Act and will file or cause to be filed with the WV Division of Labor and the Infrastructure Council copies of waiver certificates and certified payrolls as required by the Act, or other comparable documents that include the number of employees, the county and state where the employees reside and their occupation
- (b) the contractor will follow the procedure established by the Division of Labor for efficient collection of the data;
- (c) the contractor will ensure that each subcontract for shall contain provisions conforming to the requirement of the Act
- (d) the contractor will provide with each pay requisition a certification that the contract is in compliance with the Act

Name & Title of Signer (Please type)	
Signature:	Date

### **ATTACHMENT - 3. "Local Labor Market"**

For the purposes of S.B. 103, the "West Virginia Labor Market" includes all counties in West Virginia and the following out-of-state counties:

#### **Kentucky**

Bath, Boyd, Bracken, Breathitt, Carter, Clay, Elliott, Estill, Fleming, Floyd, Greenup, Harlan, Johnson, Knott, Lawrence, Lee, Leslie, Letcher, Lewis, Magoefin, Martin, Mason, Menifee, Montgomery, Morgan, Nicholas, Owsley, Perry, Pike, Powell, Robertson, Rowan, and Wolfe.

#### **Maryland**

Allegany, Anne Arundell, Baltimore, Calvert, Carroll, Charles, Frederick, Garrett, Hartford, Howard, Montgomery, Prince George's, St. Mary's, and Washington.

#### **Ohio**

Adams, Ashtabula, Athens, Belmont, Brown, Carroll, Columbiana, Coshocton, Cuyahoga, Fairfield, Fayette, Franklin, Gallia, Geauga, Guernsey, Harrison, Highland, Hocking, Homes, Jackson, Jefferson, Lake, Lawrence, Licking, Mahoning, Medina, Meigs, Monroe, Morgan, Muskingum, Noble, Perry, Pickaway, Pike, Portage, Ross, Scioto, Stark, Summit, Thrumbull, Tuscarawas, Vinton, Washington, and Wayne.

#### **Pennsylvania**

Adams, Allegheny, Armstrong, Beaver, Bedford, Blair, Butler, Cambria, Clarion, Crawford, Cumberland, Dauphin, Fayette, Franklin, Fulton, Green, Huntingdon, Indiana, Jefferson, Juniata, Lawrence, Mercer, Mifflin, Perry, Somerset, Venango, Washington, Westmoreland, and York.

#### **North Carolina**

Alleghany, Ashe, Avery, Caldwell, Forsyth, Mitchell, Rockingham, Stokes, Surry, Watuga, Wilkes and Yadkin.

#### **Tennessee**

Carter, Hawkins, Johnson, Sullivan and Washington.

#### **Virginia**

Agusta, Alebemarle, Allegheny, Amherst, Arlington, Bath, Bedford, Botetour, Buokingham, Cambell, Carolina, Carroll, Clarke, Culpeper, Fairfax, Fauquier, Floyd, Fluvanna, Franklin, Frederick, Giles, Grayson, Greene, Henry, Highland, King George, Lee, Loudoun, Louisa, Madison, Montgomery, Nelson, Orange, Page, Patrick, Pittsylvania, Prince William, Pulaski, Rappahannock, Roanoke, Rockbridge, Rockingham, Russell, Scott, Shenandoah, Spotsylvania, Staford, Smyth, Tazewell, Warren, Washington and Wythe.

#### **Washington, D.C.**

all

Certification of Receipt of Addenda

In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:

- (a) Bidder has examined copies of all the Contract Documents and the following addenda:

Date

Number

(receipt of all of which is hereby acknowledged) and also copies of the Advertisement or Invitation to Bid and the Instruction of Bidders.

- (b) Bidder has examined the site and locality where the work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the work and has made such independent investigations as Bidder deems necessary.
- (c) This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for himself any advantage over any other Bidder or over Owner.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title of Signer  
(Please Type)

**ATTACH A COPY  
OF YOUR  
WEST VIRGINIA  
CONTRACTOR  
LICENSE CERTIFICATE**



## Questions for Determining Whether Substantial Transformation Has Occurred in the US

Question	Yes	No
1. Were all of the components of the manufactured good manufactured in the United States, and were all of the components assembled into the final product in the US? (If the answer is yes, then this is clearly manufactured in the US, and the inquiry is complete)	<input type="checkbox"/>	<input type="checkbox"/>
2. Was there a change in character or use of the good or the components in America? (These questions apply to the product as a whole, not to individual components) <i>[Questions 2.a., 2.b., and 2.c. shown on next slide]</i>	<input type="checkbox"/>	<input type="checkbox"/>
3. Was/(were) the process(es) performed in the US (including but not limited to assembly) complex and meaningful? <i>[Questions 3.a., 3.b., 3.c., 3.d., and 3.e. shown on later slide]</i>	<input type="checkbox"/>	<input type="checkbox"/>



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Preliminary Internal Staff Level Discussion Document

## To Answer Question 2, Ask the Following:

Question	Yes	No
2. Was there a change in character or use of the good or the components in America? (These questions apply to the product as a whole, not to individual components)	<input type="checkbox"/>	<input type="checkbox"/>
a. Was there a change in the physical and/or chemical properties or characteristics designed to alter the functionality of the good?	<input type="checkbox"/>	<input type="checkbox"/>
b. Did the manufacturing or processing operation result in a change of a product(s) with one use into a product with a different use?	<input type="checkbox"/>	<input type="checkbox"/>
c. Did the manufacturing or processing operation result in the narrowing of the range of possible uses of a multi-use product?	<input type="checkbox"/>	<input type="checkbox"/>



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Preliminary Internal Staff Level Discussion Document

## To Answer Question 3, Ask the Following:

Question	Yes	No
3. Was/(were) the process(es) performed in the US (including but not limited to assembly) complex and meaningful?		
a. Did the process(es) take a substantial amount of time?		
b. Was/(were) the process(es) costly?		
c. Did the process(es) require particular high level skills?		
d. Did the process(es) require a number of different operations?		
e. Was substantial value added in the process(es)?		



## How to Apply the Substantial Transformation Questions

Substantial Transformation has occurred in the US if answer yes to either Question 1, 2, or 3

- If answer to any of 2a, 2b, or 2c is yes, then answer to Question 2 is yes
- If answer to at least two of 3a, 3b, 3c, 3d, or 3e is yes, then answer to Question 3 is yes



**CONTENTS OF ENVELOPE #2 - "BID PROPOSAL"**

- Bid Proposal

BID

CONTRACT NO. 4 - TELEMETRY SYSTEM

Proposal of \_\_\_\_\_  
\_\_\_\_\_ (hereinafter called "BIDDER", organized and  
existing under the laws of the State of \_\_\_\_\_  
doing business as \_\_\_\_\_

\_\_\_\_\_ \* to the Claywood Park Public Service District, Wood County,  
West Virginia (hereinafter called "OWNER").

In compliance with the Advertisement for Bids, Bidder hereby  
proposes to perform all work for the decommissioning of the

TELEMETRY SYSTEM

in strict accordance with the Contract Documents, within the time  
set forth therein, and at the prices stated below.

By submission of this Bid, each Bidder certifies, and in the  
case of a joint Bid, each party thereto certifies as to his own  
organization that his Bid has been arrived at independently,  
without consultation, communication, or agreement as to any  
matter relating to this Bid with any other Bidder or with any  
competitor.

Bidder hereby agrees to commence work under this contract on  
or before a date to be specified in the Notice to Proceed and to  
fully complete the project within 120 calendar days thereafter.  
Bidder further agrees to pay as liquidated damages, the sum of  
\$500.00 for each consecutive calendar day thereafter as provided  
in the General Conditions.

Bidder agrees to perform all work described in the Contract  
Documents for the following unit prices or lump sum:

Bidder acknowledges receipt of the following Addendum:

\_\_\_\_\_  
\_\_\_\_\_

\*Insert "a corporation", "a partnership", "an individual", as  
applicable.

00300 - 1

LUMP SUM BID FOR:

LIFT STATION CONTROL/TELEMETRY SYSTEM

Furnish, install and provide a radio telemetry system with associated controls interfaced to the existing and new wastewater collection system and treatment facilities and make fully operational.

Total Bid: \_\_\_\_\_  
(Written)

\$ \_\_\_\_\_

(Amounts are to be shown in both words and figures. In case of discrepancy, the amount shown in words will govern):

Respectfully submitted:

Bidder: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Business Address

(Seal - If Bid is  
by a Corporation)

Phone: \_\_\_\_\_

WV Contractor's License No \_\_\_\_\_

installation and interconnection of the various system components related to this Section.

2. Furnish the services of an experienced engineer for a period of not less than five (5) eight (8) hour days to assist the Owner's personnel in the initial startup of the system and train Owner's personnel in the proper operation of the equipment.

### 3.06 SYSTEM INVENTORY

- A. The following is a listing of existing system inventory that is required to be monitored by the Sewer System Telemetry:

Lift Station	Extant Level Control	Space in Existing Panel	Existing PLC	Generator Set	Flow Meter
Polymer Alliance Zone	Transducer	Yes	Modicon	Yes	Yes
Kanawha	Floats (4)	No	Schneider/ Twido	No	Yes
Community Acres	Transducer	No	USEMCO - Mitubishi (2 PLCs)	Yes	No
Nicolette	Floats (4)	No	No	No	No
Scenic Hills	Transducer	Yes	Modicon	No	No
Route 50	Transducer	Yes	Modicon	Yes	Yes
Red Hill	Transducer	Yes	Modicon	Yes	No
Winding Road	Transducer	Yes	Modicon	No	No
Dutch Hills Terrace	Transducer	Yes	Modicon	No	No
Wastewater Treatment Plant Effluent	Transducer	Yes	Modicon	Yes	No