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DATE: MAY 27, 2020

ADDENDUM NO.: 4

BID NO.: FWC 19/20-85

BID TITLE: OPERATION AND MAINTENANCE SERVICES FOR WASTEWATER  
TREATMENT PLANT AND WATER TREATMENT PLANT AT  
FISHEATING CREEK WMA CAMPGROUND

UPDATE: QUESTIONS AND ANSWERS

The enclosed addendum has been issued for consideration in the preparation of your response to the Florida Fish and Wildlife Conservation Commission's (FWC) Solicitation No. FWC 19/20-85, "Operation and Maintenance Services for Wastewater Treatment Plant and Water Treatment Plant at Fisheating Creek Wildlife Management Area Campground".

**All responses to the subject solicitation must be received no later than 2:00 PM (ET) on Friday, June 5, 2020.**

A response received after the exact time specified will not be considered. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes (F.S.), or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Written notices, formal requests and proceedings must conform with the requirements set forth in Chapter 28-110, Florida Administrative Code (F.A.C.). Protests must be filed with the Purchasing Office, Fish and Wildlife Conservation Commission, 1875 Orange Avenue East, Tallahassee, Florida 32311-6160 within the time prescribed in Section 120.57(3), F.S. and Chapter 28-110, F.A.C.

Sincerely,

Ruth Heggen

FWC Procurement Manager

## BEGIN ADDENDUM NO. 4

### Item #1: Questions and Answers

- Question #1: How many RPZ units are there to be certified annually?  
Answer #1: There are 6 RPZs/backflow preventers at the following locations that need to be certified annually:
1. WWTP
  2. South lift station
  3. Middle lift station
  4. North lift station
  5. Kayak storage site near the boat ramp
  6. North bathhouse
- Question #2: How many drinking water wells? How many are active? I was only shown one , but seen another well that looked to be abandon?? Please clarify!  
Answer #2: One. The water treatment plant treats raw ground water from a single well. There is a capped artesian well in the vicinity that is not being used.
- Question #3: What is defined as minor repairs on Lifts stations?, Water Plant?, Wastewater Plant?  
Answer #3: In general, a minor repair is one which can be completed quickly with minimal expense to the awarded Bidder (Contractor). For example, replacing tubing, wiring, circuit breakers, capacitors, or lift station floats would likely be considered a minor repair. Often these repairs require consumable supplies that are difficult to track and invoice for cost reimbursement.
- Due to the complexity of maintaining treatment plants, it is difficult to provide a detailed list of all possible minor vs. major repairs. However, it is not FWC's intention to cause undue financial strain on the Contractor. The FWC Project Manager and/or Contract Manager will work with the Contractor to determine if a repair should be considered major or minor.
- Question #4: South Lift Station pumps how old?  
Answer #4: One pump was installed in January 2019. The age of the 2<sup>nd</sup> pump is unknown to FWC.
- Question #5: Central Lift station pumps how old?  
Answer #5: The age of the pumps is unknown to FWC.

Question #6: North Lift station looks brand new [Jan 2020] was this replaced by current vendor[Novak] contract or the FWC department ?

**Answer #6:** The north lift station was put into service May 1<sup>st</sup>, 2020. The new pump station was constructed by L. Cobb Construction as part of solicitation FWC 18/19-38C.

Question #7: Looks like a lot Force mains were recently repaired/ replaced in the park was this completed by current vendor contract or FWC?

**Answer #7:** These improvements were completed by a separate Contractor hired by FWC.

Question #8: Pond at WWTP has about 20-25% of heavy brush in the bottom of pond, will this be addressed before new contract is awarded? See pictures in Exhibit I.

**Answer #8:** FWC staff intends to complete a walk-through of the facilities with the awarded Contractor to identify, document, and assess any current issues. With this information, FWC staff and the awarded Contractor will determine an appropriate timeline for repairs. It is anticipated that all repair costs necessary to restore the facilities to good operating condition will be the responsibility of FWC. Repairs completed by the Contractor shall be invoiced as specified in Section III of the Scope of Work.

Question #9: Looks like a spare blower onsite what is the status of it? Rebuilt? Good? Trash? Please clarify. See picture in Exhibit I.

**Answer #9:** There were 2 blowers onsite. FWC staff picked them up and will have them serviced and rebuilt, if cost effective.

Question #10: Appears there are no solids in the WWTP aeration basins is there an issue with the plant?

**Answer #10:** FWC has not been made aware of any issues with the WWTP.

See Answer #8 regarding a walk-through of the facility with the awarded Contractor.

Question #11: CL2 analyzer doesn't appear to be working, will this be addressed before award of contract? See picture in Exhibit I.

**Answer #11:** The current contractor uses a handheld chlorine analyzer. The analyzer is owned by the current contractor and will not be available to the Contractor awarded this ITB.

The Contractor may use any DEP-approved method of analyzing chlorine levels at the treatment plants. If an inline analyzer is preferred, and budget allows, FWC will consider installing an analyzer per Section III of the Scope of Work.

**Question #12:** I tested blower function and #2 blower check valve does seat[check] and allows #1 blower to run backwards when running, needs to be addressed.

**Answer #12:** See Answer #8.

**Question #13:** Is there any talk about force main or water main repairs or replacements now and would this fall under the BID scope of work?

**Answer #13:** There are no current plans related to the repair or replacement of force mains or water mains. If the need arises, it would likely fall under Section III or IV of the Scope of Work.

Future campground improvement projects are expected, as annual appropriation allow, and may contain replacement of force mains or water mains as part of the Scope of Work. Construction projects will be solicited and managed separate from this ITB.

**Question #14:** What is the current contract price of this bid?

**Answer #14:** The current price sheet has been uploaded to the Vendor Bid System as a separate document.

**Question #15:** Can we get copies of the O & M Manuals?

**Answer #15:** FWC does not have electronic copies of the current O&M Manuals.

**Question #16:** Can we get a copy of the current pricing for this project?

**Answer #16:** The current price sheet has been uploaded to the Vendor Bid System as a separate document.

Question #17: Have a question on the “Additional Samples” on page 20 of 42 you are asking for a unit price for samples and transportation. However, there could be several different samples that could need to be collected that of which all of them are different and have different cost. Can you please clarify which samples in order for us to give accurate costs?

Answer #17: **The primary need for additional samples is for bacteria sampling during precautionary boil water notices.**

**There is the potential need to retest other routine parameters, such as nitrogen, if results are not within acceptable limits; historically, retesting of these parameters has been very rare.**

Question #18: Section I, Operation and Maintenance, Paragraph 3, ‘Contractor shall be responsible for normal maintenance....’ – define normal maintenance

Answer #18: **Normal maintenance includes maintenance as recommended by the manufacturer or considered best practices to maintain the facility in good operating condition.**

Question #19: Section I, Operation and Maintenance, Paragraph 3, - if RPZ fail inspection/testing who is responsible for cost/labor/materials to repair and bring device into compliance?

Answer #19: **Except in the event of Contractor negligence, the repair and re-inspection costs would be the responsibility of FWC and invoiced in accordance with Section III of the Scope of Work.**

Question #20: Section I, Operation and Maintenance, Paragraph 5 ‘Contractor shall perform troubleshooting and minor repairs at WWTP and WTP’ – how much time and costs is the contractor responsible for troubleshooting and minor repairs? ie troubleshooting can involve several hours to days for manhours, also define ‘minor repair’.

Answer #20: **See Answer #3.**

Question #21: Section I, Operation and Maintenance, Part A, Paragraph 3, ‘The Contractor may be required to provide additional tasks as directed by the Commission.’ – Is contractor responsible for costs related to labor/parts/materials/supplies/travel? List additional tasks to allow an accurate bid calculation.

Answer #21: **If the need arises to include an additional task for the operation and maintenance services, the FWC and awarded Contractor will determine if the task can be completed as part of the operation and maintenance services bid price.**

Currently, there are no anticipated additional tasks for maintenance and operation services.

Question #22: Section I, Operation and Maintenance, Part A, Paragraph 7, ‘Contractor shall perform all other routine operation and maintenance tasks....’ – define routine?

Answer #22: **Routine: of a commonplace or repetitious character; of, relating to, or being in accordance with established procedure (per Merriam-Webster)**

Question #23: Section I, Operation and Maintenance, Part A, Paragraph 7, Item 2, ‘Supply DEP approved chlorine analyzer and all necessary .....’ – Does this refer to a portable hand held chlorine analyzer used for daily readings or an in-line chlorine analyzer that currently does not exist at either plant?

Answer #23: **See Answer #11.**

Question #24: Section I, Operation and Maintenance, Part A, Paragraph 7, Item 5, ‘Repair minor electrical or plumbing problems and provide associated materials.....’ – define minor?

Answer #24: **See Answer #3.**

Question #25: Section I, Operation and Maintenance, Part A, Paragraph 7, Item 6, ‘Maintain proper adjustment of all apparatus controls.’ – Please list apparatus controls

Answer #25: **FWC does not maintain a comprehensive list of all apparatus controls of the Wastewater Treatment Plant and Effluent Disposal System.**

Question #26: Section I, Operation and Maintenance, Part A, Paragraph 7, Item 13, ‘Provide emergency stand by pumping services for each facility.....’ – Can the contractor bill/invoice FWC for these pumping services?

Answer #26: **Please note, the referenced item reads:**

*Provide for emergency standby-pumping services for each facility (inclusive of all necessary equipment, materials, and labor) if an unusual occurrence makes it necessary to immediately pump out a plant to prevent untreated wastewater from improperly escaping into the environment.*

**See Sections III & IV of the Scope of Work for procedures related to the invoicing for pumping services.**

Question #27: Section I, Operation and Maintenance, Part B, Paragraph 1, ‘Additional tasks may be added by the Commission’ – Is contractor responsible for costs related to labor/parts/materials/supplies/travel? And list additional tasks so an accurate bid can be calculated.

**Answer #27:** See Answer #21.

**Question #28:** Section I, Operation and Maintenance, Part B, Paragraph 1, Item 7, 'Troubleshoot and make repairs to equipment as necessary' – how much time and costs is the contractor responsible for troubleshooting and define repairs? Ie troubleshooting can involve several hours to days of manhours.

**Answer #28:** See Answer #3.

**Question #29:** Section I, Operation and Maintenance, Part B, Paragraph 1, Item 10, 'Perform all other routine operation and maintenance tasks for the 3 lift stations as part of the monthly service...' – define routine operation and maintenance tasks.

**Answer #29:** See Answer #18.

**Question #30:** Section I, Operation and Maintenance, Part B, Paragraph 2, 'The contractor shall supply all necessary parts and materials.....shall be solely the contractors responsibly including all costs incurred.' – List maintenance to be performed on collection and force main system? Is the contractor responsible for all costs associated with repair of a spontaneous rupture or break in system due to age and normal use? Is the contractor responsible for all costs associated with repair of damage to collection/distribution system caused by park visitor/park staff/vandalism/natural disaster?

**Answer #30:** See Answer #18 for maintenance information.

**No, the Contractor would not be responsible for the cost a repair need caused by events outside the Contractor's control such as normal aging, park visitors or staff, vandalism, or natural disasters.**

**Question #31:** Section I, Operation and Maintenance, Part C, Paragraph 3, Item 1, 'Routine maintenance and repairs, including all costs.....' – Define routine maintenance and expected costs?

**Answer #31:** See Answer #18. **Expected costs shall be determined by the Bidder.**

**Question #32:** Section II, Additional Samples, Paragraph 3, - Who is responsible to distributing boil water and rescission notices? If it is the contractors responsibility, can the contractor bill for labor/supplies/travel costs? Can the contractor bill for office hours for coordinating boil water events?

**Answer #32:** **Under the direction of the Contractor, the concessionaire will be responsible for posting precautionary boil water notices. The Contractor shall notify FWC and the concessionaire when a precautionary boil water notices is necessary as well as when the notices can be rescinded.**

**As specified in Section II of the Scope of Work, the fixed price shall include all costs associated with the additional samples, including the coordination of precautionary boil water notices.**

**Question #33:** Section IV, Emergency Services, Paragraph 1 – Is the contractor expected to respond to calls from park visitors for items such as lift station alarms/water leak? If an emergency occurs after hours and contractor is unable to contact commission, how is the contractor expected to proceed?

**Answer #33:** **As the treatment plant operator, the Contractor is expected to use their professional judgement in determining the appropriate response to all calls.**

**The Contractor shall notify FWC Project Manager, Contract Manager, and the concessionaire whenever a call is received. In the event that the Contractor is unable to speak directly to FWC staff, a detailed message should be provided by the Contractor through voicemail or email to document the occurrence.**

**Question #34:** Attachment A, Section 3, Item I EFT – What are associated fees with EFT, as contractor will include in bid price. Will there ever be the possibility the commission will pay contractor with a purchase card, if so the contractor will include a 4.75% fee to be included in amount of invoice.

**Answer #34:** **EFT information can be found here:**

**<https://www.myfloridacfo.com/Division/AA/Vendors/>**

**The ITB will be executed through an annual Purchase Orders. No payments with state purchasing cards will be allowed.**

**Question #35:** Is the contractor responsible to coordinate with engineer and permitting department the renewal of the wastewater treatment plant permit? Is the contractor responsible for all/any costs included in permit renewal?

**Answer #35:** **FWC will be responsible for all permit renewals, including costs. FWC may ask the Contractor to help answer questions and/or provide additional information to the Engineer when needed.**

**Question #36:** Can the contractor include 15% markup on parts/supplies/materials provided for repair jobs?

**Answer #36:** **No.**

**Question #37:** Can the contractor include a 15% markup on subcontractor invoices?

**Answer #37:** **No.**



Question #38: Do subcontractors invoices have to be itemized?

Answer #38: Yes.

Question #39: Is the contractor responsible for all labor/costs/supplies/materials/travel associated with 5 year inspection of water storage tank and hydrotanks?

Answer #39: No.

Question #40: Cleaning of lift station annually – is that every calander year or every 12 months?

Answer #40: See Section I.B, Item #8 (page 13) of the ITB document.

Question #41: Is the contractor responsible for all costs for labor/parts/supplies/materials/travel to repair any damage as a result of natural disaster or vandalism (ie Irma)?

Answer #41: No.

Question #42: Are there any plans for further construction projections that will involve the water plant/wastewater plant/collection system/distribution system/lift stations/force main/perc pond/sampling sites that will constitute an addendum and change order to this contract?

Answer #42: **Future campground improvement construction projects are anticipated and dependent on annual appropriations. Some of the projects may contain improvements to the treatment plants, lift stations, and related components. These construction projects will be procured and managed separately from this ITB.**

**It is expected that any improvements to the wastewater or water treatment systems would be similar to those currently in use. The responsibilities of the Contractor are anticipated to remain as described in the ITB Scope of Work. The Contractor shall notify the FWC Project Manager and Contract Manager if the current bid price is no longer appropriate for the maintenace and operation of the facility.**

Question #43: What is the plan and timeline for the commission to resolve the ongoing biological kill at the wastewater treatment plant?

Answer #43: **FWC and DEP were notified this issue was resolved. However, FWC intends to perform a walk-through with the Contractor to identify any current issues. See Answer #8.**

Question #44: Provide the contractor with all manuals for all current equipment that the contractor will be responsible for providing maintenance to maintain operation, this is to include all equipment at wastewater treatment plant, water treatment plant, 3 lift stations and collection/distribution system.

Answer #44: **The Contractor will receive all available manuals after the solicitation period ends.**

Question #45: Provide the contractor with all blueprints and asbuilt plans for existing collection/distribution system, wastewater treatment plant, water treatment plant, lift stations and for construction in process.

Answer #45: **If requested, blueprints and asbuilt plans will be provided to the Contractor after the solicitation period ends.**

Question #46: What is the projected estimated budget? The previous ITB noted \$180,000.00 for initial and renewal term.

Answer #46: **An estimated budget is not included with this ITB because the focus is on maintaining the facilities in good operating condition and within the applicable requirements.**

Question #47: Read the following scenerio:

\$500 motor needs replacement at WWTP, technician drives 1 ½ hours to FEC, installs motor in 30 minutes, drives back to shop...3 hours travel time cannot be invoiced, no markup on \$500 motor, allowed billable charges are ½ labor = \$50.00 (assuming \$100 per hour); invoice submitted to FEC would total \$550.00

Actual cost to contractor = 3 hours travel to work site, ½ hour on site, \$25 fuel costs, labor charge \$30 per hour for technician (contractor costs), \$500 for motor for a total of \$630.00

The contractor would sustain a loss of \$80.00 to complete the job.

Are we correct in understanding Section III. Major Repairs and Improvements, Paragraph 1, 'For repairs or improvements.....including transporation to and from FEC WMA, suppliers, etc.?'

Answer #47: **This question is unclear.**

**The Bidder is encouraged to consider all potential costs, including those described in Section III of the Scope of Work, when determining an appropriate bid price.**

Question #48: Provide a list of all other contractors who completed the mandatory site visit with contact person and contact information.

Answer #48: **FWC did not use a sign-in sheet to collect vendor information during the site visits. Bidders must include the Site Visit Mandatory Attestation- Individual Bidder Attendance provided in Addendum #2 with their bid submission to attest to completing the site visit.**

Question #49: How many chlorinators are used at the WWTP?

Answer #49: **One.**

Question #50: How many stenner tubes are used at the WWTP?

Answer #50: **There is one stenner tube in use at the WWTP.**

Question #51: How many RPZ;s is the contractor responsible for at the WWTP?

Answer #51: **See Answer #1.**

Question #52: What is the age of the RPZ at the WWTP?

Answer #52: **The RPZ was replaced in 2016.**

Question #53: What are the make, model, pump sizes at the lift stations?

Answer #53: **The newest pumps at the south and middle lifts stations are Hydromatic model # S3HRC300M2-2, 3 HP, 3450 RPM. The pumps at the north lift station are Flygt model FP3069 LT 3~ 291. Motor F3069.090 13-08-2BB-W, 2.7 HP, 3340 RPM.**

Question #54: Are the motors for the lift stations and WWTP single phase or three phase electric?

Answer #54: **Single phase.**

Question #55: How many sludge haul offs are being done between 11/15 – 6/1 at the WWTP?

Answer #55: **FWC reviewed the records from January 2017 to present, no haul offs were recorded during this period.**

Question #56: How many sludge haul offs are being done between 6/2 – 11/14 at the WWTP?

Answer #56: **See Answer #55.**

- Question #57: What size belts are being used on the blowers at the WWTP?  
Answer #57: **The belts are Napa B68 50 and Bando Power King B-60.**
- Question #58: What are the make, model and sizes for the well and distribution pumps?  
Motors?  
Answer #58: **Goulds GT30 Irrigator, 3 HP, single phase, part # 7-196427-20**
- Question #59: Who is responsible for line breakages, boil water notices, and extra clearance samples at the WTP if needed?  
Answer #59: **Except in the event of Contractor negligence, line breakages would be the responsibility of FWC. See Section III and IV of the Scope of Work for more information.**
- See Answer #32 and Section II of the Scope of Work for information regarding precautionary boil water notices and extra samples.**
- Question #60: How many chlorinators are used at the WTP?  
Answer #60: **One.**
- Question #61: How many stenner tubes are used at the WTP?  
Answer #61: **One stenner tube is in use at the WTP.**
- Question #62: At the middle lift station and WTP, PVC check valves are being used instead of brass check valves that are required. Who is responsible for these?  
Answer #62: **The PVC check valves have never been identified as non-compliant during any inspection. However, See Answer #8 regarding a walk-through with the Contractor.**
- Question #63: How often is maintenance currently performed to maintain 6 in grass height at pond and WWTP as required by DEP?  
Answer #63: **This varies by time of year. During the dry season it may only need to be mowed once a month while during the wet/growing season every week or so.**
- Question #64: Hydromatic tanks are serviced, sand basted, coated and certified every 5 years. Who is responsible for this at the WTP? When was it last completed at the WTP?  
Answer #64: **FWC will be responsible for the service and certification. The tank was replaced in 2015.**

Question #65: How many RPZ's is the contractor responsible for at the WTP?  
Answer #65: See Answer #1.

Question #66: What is the age of the RPZ at the WTP?  
Answer #66: **FWC does not know the age of the RPZ.**

Question #67: Who is responsible for things that currently need to be refurbished and/or replaced?

- Blowers need to be refurbished and greased. Belts are in fair condition.
- Air filters need to be replaced.
- 3 in check valve under the blower unit are not alternating as needed to function properly.
- Outfall going to the effluent disposal is overgrown, not able to get a sample if needed.

Answer #67: See Answer #8.

**END ADDENDUM NO. 4**

**EXHIBIT I**















