ADDENDUM NO. 1

RE: BID #: ITB-DOT-11/12-7017RM

BID TITLE: District-Wide Storm Sewer System Data Collection and Inventory

OPENING DATE: June 7, 2012 @ 3:30 PM

Notice is hereby given of the following changes to the above-referenced BID:

1. Change Timeline to the following:

   BIDS DUE DATE: 6-7-2012 TIME: 12:00 PM
   PUBLIC OPENING DATE: 6-7-2012 TIME: 3:30 PM
   (Tarpon Conference Room)
   POSTING OF INTENDED AWARD DATE: 6-11-2012 TIME: 3:00 PM

2. Change Special Conditions, Section 9.1.2 to the following:

   The personnel performing data research must have at least five (5) years of experience working with roadway drainage plans, FDOT Straight Line Diagrams (SLDs) and Roadway Characteristic Inventory (RCI). Have GPS equipment with sub-meter accuracies. Have five (5) years of experience with design or actual MOT work set-ups in the field.

3. Replace Exhibit “A” Scope of Services with the attached.

4. Replace Appendix “A” with the attached.

5. Add following statement to Exhibit “C” Bid Sheet.

   The estimated quantities are for determining the low bid and have no bearing on the actual quantities that may be utilized under this contract.

   **Bidders must acknowledge receipt** of this Addendum by completing and returning to the Procurement Office, by no later than the time and date of the bid opening. **Failure to do so may subject the bidder to disqualification.**

   _____________________________
   Bidder

   _____________________________
   Address

   _____________________________
   Submitted by (Signature)

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, 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.
EXHIBIT “A”

SCOPE OF SERVICES

DISTRICT-WIDE STORM SEWER SYSTEM DATA COLLECTION AND INVENTORY

I. PROJECT DESCRIPTION:

The Vendor will perform storm/drainage system data collection and inventory research on Florida Department of Transportation (FDOT) roads. The research will include obtaining geographic reference information on all the drainage components. Determining types of drainage materials and component sizes will also be included in this contract. The roadway as built plans will be utilized and followed by site visits to verify accuracy. These duties will be required District–Wide (Hillsborough, Pinellas, Pasco, Hernando, Citrus counties).

II. SERVICES TO BE PROVIDED BY THE VENDOR:

A. The following items (see Appendix A) are required to be extracted from the original roadway construction, as built plans, and/or Roadway Characteristic Inventory (RCI) file and entered into an Excel/Access database format:

1. Roadway ID #,
2. State Road #,
3. Station # (if available),
4. Mile Post,
5. Roadway Position (L-Left, R-Right, C-Composite, X-Cross),
6. Global Positioning System (GPS) Longitude,
7. GPS Latitude,
8. Year Built,
9. Financial Management number (FM #) (if available),
10. Construction Project # (if available),
11. Structure type,
12. Structure size,
13. Structure material

B. After office research is performed, the vendor will conduct site visits to confirm the validity of all the items mentioned above. During the onsite review, the vendor will collect GPS Longitude and GPS Latitude for the storm sewer/drainage components. Any information that could not be obtained from the office research will be acquired in the field and entered into the database (See Appendix “A”). Site visit by the Vendor will be required to:

1. Verify the data collected from roadway construction plans.
2. Add missing data that could not be obtained from the plans.
3. Add GPS with sub-meter accuracy data to data collected at the site to Appendix “A”.
4. Establish notations for different drainage systems (refer to FDOT Design Standard, Index 200 through 295).

C. The vendor shall comply with all Maintenance of Traffic (MOT) requirements of the most current Florida Department of Transportation Design Standards and Standard Specifications for Road and Bridge Construction.

D. Lane closures will only be permitted from 9:00 p.m. to 5:00 a.m., Sunday through Thursday unless approved by the Contract Manager. The Vendor will provide a minimum of 48 hours notice prior to any lane closure and be responsible for all MOT requirements prescribed by the Florida Department of Transportation Design Standards and Standard Specifications for Road and Bridge Construction.

E. Mobilization and MOT may be required where any of the drainage structure type and/or size and/or material type could not be obtained from the plans.

F. The technician(s) is required to fill out the form (Appendix “A”) with the required data with the information that is available.

G. The vendor shall provide a Worksite Traffic Supervisor in accordance with Section 105-8.3 of the Florida Department of Transportation Standard Specifications for Road and Bridge Construction. The FDOT requires documentation for successful completion of an approved Work Zone Traffic Control training course for the Agency, Utility, or contractor employee(s) installing and/or maintaining the approved MOT plan. Documentation is to be furnished to the Department at the pre-construction meeting or before occupying state right of way.

H. The vendor will provide a proposed schedule of locations, a list of personnel, and equipment that will be utilized during field reviews. The schedule will be delivered to the Contract Manager a minimum of 48 hours prior to any work performed within the FDOT Right of Way.

I. All FDOT office work and site visits performed, unless otherwise authorized by the Contract Manager, shall be done between the hours of 8:00 a.m. and 5:00 p.m. EST, Monday through Friday.

K. The Vendor will receive task assignments from the Department’s Contract Manager and perform the necessary research for the collection of the drainage data.

III. QUALIFICATIONS OF VENDOR PERSONNEL:

A. The personnel performing data research must have at least five (5) years of experience working with roadway drainage plans, FDOT Straight Line Diagrams (SLDs) and Roadway Characteristic Inventory (RCI). Have GPS equipment with
sub-meter accuracies. Have five (5) years of experience with design or actual MOT work set-ups in the field.

B. The Vendor must be knowledgeable of FDOT safety practices and MOT requirements per the Florida Department of Transportation Design Standards.

IV. DEPARTMENT RESPONSIBILITIES:

A. The Vendor will be given access to local maintenance facilities and office space to conduct research. The Vendor will be provided with the original roadway construction and/or as built plans when available. Also, FDOT internet access to Roadway Characteristic Inventory (RCI) will be granted to the vendor. The vendor is advised that the Department’s RCI information may not be up to date and field verification shall supersede the inventory.

B. The Department will provide a work station and access to plans in the following three (3) Maintenance facilities Monday through Thursday:

- 2820 Leslie Road
  Tampa, FL 33619

- 5211 Ulmerton Road
  Clearwater, FL 33760

- 16411 Springhill Drive
  Brooksville, FL 34604

C. The Department shall appoint a Contract Manager to administer the terms of this agreement. The Contract Manager will be Hamid Kashani, District Maintenance Program and Planning Engineer, Florida Department of Transportation, MS 7-1200, 11201 N. McKinley Drive, Tampa, FL 33612, telephone (813) 975-6676, fax (813) 975-6278, and email Hamid.Kashani@dot.myflorida.com. The Department reserves the right to change the Contract Manager at any time.

D. After execution of the Standard Written Agreement and prior to any work being performed, the Contract Manager shall schedule a meeting to coordinate all work activity schedules and property access.

V. BEGINNING AND LENGTH OF SERVICES:

A. The performance period of this Agreement shall commence upon contract execution, and be effective for two (2) years. Services will begin and be performed as directed by Letters of Authorization issued in accordance with Exhibit “B” Method of Compensation of this Agreement.

B. This Agreement may be renewed for a period that may not exceed three (3) years or
the term of the original contract, whichever period is longer. Renewals shall be contingent upon satisfactory performance evaluations by the Department and subject to the availability of funds. Any renewal or extension shall be in writing and shall be subject to the same terms and conditions set forth in this agreement.

VI. TERMINATION ACTION:

Reference is made to paragraph 6 of the standard written agreement. Any necessary default action will be processed in accordance with the Department of Management Services Rule 60A-1.006(3)
## District 7 Storm Sewer System Data Collection Sheet

<table>
<thead>
<tr>
<th>Roadway ID #</th>
<th>State Road #</th>
<th>Station # (if applicable)</th>
<th>Mile Post</th>
<th>Roadway Position (L, R, C, X)</th>
<th>GPS Longitude</th>
<th>GPS Latitude</th>
<th>Year Built</th>
<th>FM # if applicable</th>
<th>Construction Project #</th>
<th>Structure Type</th>
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Nomenclatures: L=left, R=Right, C=Composite, X=Cross