



DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
State Facilities Administration
Design & Construction Division

CONSTRUCTION BID ADDENDUM NO. 01

This form identifies an Addendum to Bidding Documents, and incorporates interpretations or clarifications, modifications, acceptance of proposed "or equal" materials, and other information into the Bidding Documents. Addenda will be numbered by the Professional and distributed through www.michigan.gov/SIGMAVSS as an attachment.

TO: ALL BIDDERS		DATE ISSUED 5/15/2026
PROJECT NAME Hartwick Pines State Park Effluent Flowmeter Installation Project		FILE NUMBER 751/23403.CTS
PROFESSIONAL Wade Trim, Inc.	PROJECT DIRECTOR Chris Schanbeck, PE	BID OPENING DATE: 5/20/2026

ADDENDUM ITEMS: (attach additional sheets and drawings if required)

General:

1. On-site prebid meeting attendance sheet is attached.
2. On-site prebid meeting notes attached.

Clarifications:

1. Electrical conduit shall be installed in galvanized rigid metal conduit on the west face of the pavilion building and be mounted in the mechanical room next to the pump controls and breaker box.

Changes:

1. Day Use Area flowmeter shall be 4-inch dia to match existing force main size.
2. Day Use Area force main material appears to be schedule 80 PVC.
3. Liquidated damages amounting to \$500 per day.

ACKNOWLEDGEMENT: This Addendum must be acknowledged by the Bidder in the space provided in the Bid Summary and Bid Form. Failing to acknowledge Addenda may be cause for the Bid to be rejected. Addenda will become part of the Contract Documents.

PROFESSIONAL: WADE TRIM, INC.	DATE: 5/15/2026
APPROVED BY:	
PROJECT DIRECTOR:	DATE: Click to enter date

MANDATORY PRE-BID MEETING

DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
State Facilities Administration
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Project: Hartwick Pines State Park, Effluent Flowmeter Installation Project
File Number: 751/23403.CTS
Date & Time: Thursday, May 14, 2026, at 11:00am

- A. Introductions and Sign-in Sheet
All attendees are to sign-in. Individuals can represent only one firm that may submit a bid.
- B. Project Scope: Install flowmeters at the Day Use Area and Visitors Center #2 sites as specified in the contract documents.
- C. Addendum will be issued to document any questions, issues or changes to the contract documents that arise during bidding. All questions or issues shall be submitted via email including any items discussed in this meeting that are not documented in addendum 1. The sign-in sheet will be issued in addendum 1.
- D. During the bid submit alternatives for named specified flowmeter for possible approval and inclusion by addendum.
- E. Bid Submissions
 - 1. Execute and include all required forms and documents. Refer to Preparation of Bid.
 - a. Note the allowance, \$10,000, to be included in the bid for provisionary or contingency scope as directed in writing from the PSC and Project Director.
 - b. Bid Security equal to five percent (5%) of the base bid is required.
 - c. LEO state project registration (SPR) is required to be submitted with bid.
 - 2. Bids shall be submitted electronically in Adobe PDF format to SIGMA VSS.
 - a. Do not wait until the last minute. Submit early. Pay attention to various inputs (early payment discounts are not considered in bid, etc.)
 - b. If you experience issues or have questions regarding your electronic submission, you must work through the SIGMA Help Center for assistance and if necessary, receive a ticket number prior to contacting the DCD.
- F. Items to be provided by Contractor after notification of award including but not limited to: Performance and Payment Bonds, Proof of Insurances including Builder's Risk.
- G. Schedule
 - 1. May 15, 2026, 2:00pm, any questions must be submitted via email.
 - 2. **May 20, 2026, 2:00pm**, Bids are due on SIGMA VSS.
 - 3. Mid-June, 2026, Anticipated Pre-construction Kickoff Meeting.
 - 4. Contract Time specified as 30 calendar days from notice to proceed to substantial completion, mid-July, 2026. Final completion anticipated to be not more than 14 calendar days after substantial completion.
 - 5. Contractor to provide the initial (Rev. 0) critical path milestone schedule for review and update as key milestones are adjusted. Include normally anticipated 20% float time for unforeseen delays (weather, deliveries, special working conditions, etc.).
- H. Use Michigan products and recycled and/or environmentally friendly products whenever possible where price, quality and performance are equal to, or superior to non-Michigan products.

- I. Owner may request to eliminate entire line items from the bid schedule via a post-bid addendum as necessary to fit within available funding budget. Changes to bid schedule line-item pricing will NOT be permitted as part of this request. All related OH&P and General Conditions (taxes, insurance, bonds, permits, fees, supervision, safety, mobilization, travel, closeouts, warranties, etc.) should be applied to each line item accordingly.
- J. Permits - The contractor is responsible for obtaining and paying for all permits required by LARA, or any other agency as required. The Contractor is responsible for scheduling all inspections.
- K. The Contractor is responsible for managing and supervising the work and must be on site 100% of time.
- L. Testing – The Owner will retain a professional/agency to perform inspections, tests, or approvals for earthwork compaction. All other system testing and commissioning shall be by the Contractor.
- M. Special Working Conditions – Department of Natural Resources. Refer to Appendix II for additional information.
 - 1. Working hours shall be daylight hours between 7:00 AM and 6:00 PM during normal business days (Monday through Friday). Additional weekday hours or work on weekends or State Holidays is NOT allowed unless specific written permission is granted.
 - 2. Coordinate site controls & staging with Day Use to have more nearby public traffic.
- N. PSC to review technical and any additional scope information.

first quality, workmanlike and satisfactory manner in accordance with the Drawings and Specifications and as otherwise required to fulfill the requirements of the Bidding Documents.

5. **INSPECTION OF BIDDING DOCUMENTS AND SITE CONDITIONS:** The Bidder must carefully review and inspect all bidding documents, site conditions, all applicable statutes, regulations, ordinances and resolutions addressing or relating to the goods and services under this contract. Failure to do so or failure to acquire clarifications and answers to any discovered conflicts, ambiguities, errors or omissions in the Bidding Documents will be at the Bidder's sole risk.
6. **SAFETY REQUIREMENTS AND LAWS:** The Bidder awarded the Contract must comply with all applicable federal, state, and local Laws including health and safety regulations, environmental protection, permits and licensing.
7. **INTERPRETATIONS AND ALTERATIONS TO THE BID AND BIDDING DOCUMENTS:** All requests for clarification or interpretation of the Bidding Documents, all proposals for any modifications to the Bidding Documents, all requests for information and all other questions or inquiries about the Bidding Documents and/or the Work shall be submitted **in writing** to the PSC Contact Person identified in the Bid Documents. Requests or inquiries received less than seven Calendar Days before the date of Bid opening will be answered only if (a) the response can be given through Addenda made available at least seventy-two hours before Bid opening (counting Business Days only), (b) the Bid opening is postponed by Addendum, or (c) the Work is rebid without re-advertising following the issuance of post-Bid Addenda. Any addition, limitation or provision made with or attached to the Bid may render it non-responsive and/or irregular and be a cause for rejection. The Owner reserves the right to issue post-Bid Addenda after opening the Bids and set a new date for the receipt and opening of sealed Bids.
8. **MODIFICATION OF RECEIVED BID:** The entire bid must be resubmitted on the SIGMA website.
9. **REJECTION OR WITHDRAWAL:** The State reserves the right to reject any bids and to waive any informality, defects, or irregularity in bids. Bids may not be withdrawn within sixty (60) calendar days after opening date. The sole liability of any bid error or mistake rests with the bidder.
10. **SIGMA VENDOR NUMBER:** If you are bidding a State job for the first time, visit the State of Michigan SIGMA website, <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>, and follow the "SOM VSS User Guide for New Vendors" instructions, located under Forms and Reference Documents. Registration is required for bid submission. **Do not wait until the last minute to submit a proposal**, as the SIGMA system requires the creation of an account and entry of certain information, in addition to uploading and submitting the materials. The SIGMA system **will not** allow a proposal to be submitted after the proposal deadline, even if a portion of the proposal has been updated.

Questions on how to submit information or how to navigate in the SIGMA VSS system can be answered by calling **(517) 373-4111 or (888) 734-9749**.
11. **MATERIALS AND EQUIPMENT:** Any Bidder wishing to use manufacturers or materials other than those specified must submit a written request to the PSC not later than seven days before due date for Bids. Request must be accompanied by product data to permit evaluation and comparison with specified products or materials. The Bidder submitting the request will be responsible for its prompt delivery. The PSC and the Owner will examine and evaluate the product data and if found acceptable, an Addendum will be issued and posted on the State's bid system website. All Addenda issued will become part of the Contract. Contractor will be responsible for any extra work and expense incurred to satisfactorily and completely incorporating each substitute product into the Project.
12. **MICHIGAN PRODUCTS AND RECYCLED PRODUCTS:** All Contractors and Suppliers are encouraged to provide Michigan-made products and/or recycled products and/or green products and/or environmentally friendly products whenever possible where price, quality, and performance are equal to, or superior to, non-Michigan products and the requirements of the Contract Documents. The Contractor will be required to use alternatives to landfills for waste disposal such as reuse or recycle of asphalt, bricks, concrete, masonry, plastics, paint, glass, carpet, metals, wood, drywall, insulation, and any other waste materials to the extent practical.
13. **QUALIFIED DISABLED VETERANS (QDV) PREFERENCE:** Each bid requesting the Qualified Disabled Veterans (QDV) preference, in accordance with Public Act 22 of 2010, MCL 18.1241(3), shall include a DD 214 Proof of Service and Discharge, a Veterans Administration rating decision letter, proof of disability (if the disability is not indicated on the DD 214), and appropriate legal documents setting forth the 51% natural persons QDV ownership. The Contractor will be required to submit applicable bonds and insurance. Upon acceptance by the State, this document will constitute the Contract and the executed duplicate will be returned to the Contractor. The Contract, however, is not in force until the Contractor has complied with all the requirements of insurance and bonds.
14. **CONTRACT TIME: LIQUIDATED DAMAGES:** Work of all trades as specified in the Contract Documents must be completed within 30 days of Notice-to-Proceed except for minor replacement, correction, or adjustment items which do not interfere with the complete operation and utilization of all parts of the Contract Work. This Contract Time is of the essence and liquidated damages for each Calendar Day that expires after this Substantial Completion of the entire Work must be in the amount of **\$500**. Liquidated damages are not a penalty, are cumulative and represent a reasonable estimate of the Owner's extra costs and damages, which are difficult to estimate with accuracy in advance.

