

Issue Date	Time and Date of Opening	Buyer	Buyer Phone Number
11/8/22	10:00 A.M. Alaska Time December 16, 2022	Vanisha Wyche	907-343-4590

ADDENDUM No. 2

TO INVITATION TO BID No. 2022B066 DATE ISSUED: December 8, 2022

TITLE: 2022B066 – Provide Traffic Control Devices to the Municipality of Anchorage, Purchasing Department.

The following changes and/or additions are hereby made to subject Invitation to Bid:

1. **Change; Bid Opening Date and Time to 10:00 A.M. Alaska Time, December 16, 2022.**
2. **Incorporate** Questions & Answers, identified as Addendum No. 2, dated December 8, 2022.
3. **Replace** Specifications with the revised Specifications pages 1R-5R, identified as Addendum No. 2, dated December 8, 2022.

All other terms, conditions, and specifications remain unchanged.

An electronic (.pdf) copy of the Invitation to Bid is available at MOA, Purchasing Department’s website; (<http://www.muni.org/Departments/purchasing/Pages/bidding.aspx>). It is your responsibility to periodically check the website for any addenda.

ANY QUESTIONS REGARDING ADDENDUM #2, MUST BE SUBMITTED IN WRITING TO WWPUR@MUNI.ORG BY 12:00 P.M., ALASKA TIME, December 9, 2022. Please reference the Project Title and Invitation to Bid Number.

THIS ADDENDUM MUST BE ACKNOWLEDGED IN SPACE PROVIDED ON BID PROPOSAL SHEET OR SIGNED AND RETURNED TO PURCHASING PRIOR TO TIME SET FOR BID OPENING IN ACCORDANCE WITH ANCHORAGE MUNICIPAL CODE 7.20.020C.

The MOA reserves the right to accept or reject bids. Prices bid must be F.O.B. Destination. The MOA is exempt from Federal Excise Tax. Bids must be submitted to the Purchasing Department prior to time set for opening. Any bids not received by the Purchasing Department prior to that time will not be considered and will be returned. Time of receipt of bids will be as determined by the time stamp in the Purchasing Department, 632 W. 6th Avenue, Suite 520.

Please ACKNOWLEDGE AND RETURN THIS ADDENDUM PRIOR TO THE DATE AND TIME SHOWN ABOVE OR YOUR BID MAY BE REJECTED.

MUNICIPALITY OF ANCHORAGE

 Authorized Representative Signature Date



 Printed Name

 Nikki Martindale
 Deputy Purchasing Director

 Printed Vendor Name

QUESTIONS & ANSWERS

ITB #2022B066

Addendum #1, dated December 8, 2022

1) Question: The MOA has stated that MOA Departments decide which bidder to utilize for traffic control setups *and* that MOA Departments will only use Low Bidder #2 for setups if Low Bidder #1 is too busy and cannot commit to respond when needed. Which answer has priority? Preference by each Department or availability of Low Bidder #1? Will this language be written into the contract regarding Low Bidder #1 and their availability having preference over Low Bidder #2? What if Low Bidder #1 identifies a setup on the road performed by Low Bidder #2 and was never contacted by the Department or given the opportunity to do the setup? How will this be handled?

1.1 Question: The MOA has stated that MOA Departments decide which bidder to utilize for traffic control setups *and* that MOA Departments will only use Low Bidder #2 for setups if Low Bidder #1 is too busy and cannot commit to respond when needed. Which answer has priority?

Answer # 1: The Department is required to contact bidder #1 first for availability, if bidder #1 is not available within two (2) hour notice day or night, to provide equipment for emergency setup, and a minimum of four (4) hours' notice for non-emergency setups, See Specification Section 2.B The Department has the option to use the 2nd bidder if they are available.

1.2 Will this language be written into the contract regarding Low Bidder #1 and their availability having preference over Low Bidder #2?

Answer #2: Yes, Additional language will be written in the contract regarding low bidder #1 and their availability having preference over low bidder #2. See Section 10. Award Statement

1.3 What if Low Bidder #1 identifies a setup on the road performed by Low Bidder #2 and was never contacted by the Department or given the opportunity to do the setup? How will this be handled?

Answer #3: The Department will investigate the situation if it becomes an issue during the contract period.

2) Question: Please provide the exact device counts that were paid for by the Muni for the last contract term by year to each contractor performing the traffic control work. The device counts in the bid schedule have not changed since the 2019 bid for the contract. Since 2019 ML&P has left the Muni and joined Chugach Electric. This is a significant change in the demand of traffic control devices and warrants an updated estimate of device quantities required by the Muni. Also, AWWU has their own traffic control truck which also impacts the number of devices required as they are self-performing some work.

Answer: The exact count is not available; the contract is issued on an estimated quantity of devices used by the Municipality of Anchorage.

3) Question: Do other departments intend on implementing their own traffic control during the term of this contract as AWWU has done?

No.

4) Question: Will any department of the MOA utilize non-contracted traffic control companies once this ITB is awarded? Or will they only utilize contracted bidders?

The Departments will be required to use the contracted bidders.

TRAFFIC CONTROL DEVICES SPECIFICATIONS

1. Term and Contract Amount

- A. The term of the contract shall be for one year from the date of award with options to extend the term for two (2) additional one-year periods upon mutual consent of the parties.
- B. The subsequent award of a contract does not restrict the Municipality from renting Traffic Control Devices from other suppliers nor does it further restrict the Municipality from purchasing or renting items in the bid schedule from other vendors in order to meet the service needs of the Municipality.
- C. The annual amount of rentals under any resulting contract shall not exceed \$250,000, per year, without prior approval of the Municipality.

2. Scope of Work

- A. The contractor shall submit a Traffic Control Plan (TCP) for any project designated by the ordering Department/Utility. The plan shall include sufficient equipment to ensure adequate traffic control without excess as prescribed by the Manual of Uniform Traffic Control Devices with Alaska Supplement. In no case will the Municipality pay for excessive use of equipment. For all standard TCP's, the contractor shall provide an acceptable TCP within five (5) days depending on the complexity of the project. When required to do so for quick-turnaround projects, the contractor shall provide an acceptable TCP within 24 hours of notification during normal working hours. Should the contractor default on the required turn-around time for the TCP, the price for the TCP will be reduced by 10% per day until the TCP is received. Should this penalty be enforced, email backup indicating when the TCP was requested and when an acceptable TCP was received and approved by MOA Traffic Control will be communicated to the contractor with any short payments of invoices. There will be a maximum of five (5) TCP requests per department per day.
- B. The contractor shall be available on a two (2) hour notice, day or night, to provide equipment for emergency setups, and a minimum of four (4) hours' notice for non-emergency setups. A telephone number at which the contractor can be reached 24 hours a day, seven days a week, including weekends and holidays, shall be furnished to the Municipality. When a specific start time for a Call-Out is required and communicated to the contractor with two (2) hours-notice for emergency setups and four (4) hours for non-emergency setups and the contractor arrives more than 15 minutes late, the price for the call-out will be reduced by 10%. If the contractor is unable to meet the required start time, the Contractor shall immediately contact the department to explain any extenuating circumstances along with a proposed, realistic start time. Should this penalty be enforced, the department will provide email backup of their notification to contractor that traffic control was setup more than 15 minutes after the required start time to include location, date and requested start time. The email should indicate when and how the department had notified the contractor of the TC requirement.
- C. The contractor shall monitor and maintain all Traffic Control Devices as may be necessary or as may be ordered to ensure the safety of the public as well as those engaged in connection with the work. It shall be the contractor's responsibility to maintain all Traffic Control Devices for the duration of any project, including but not limited to throughout the night hours, weekend, holidays, and any period of inactivity and to check those warning

TRAFFIC CONTROL DEVICES SPECIFICATIONS

devices a minimum of once daily and as often as required to assure they are in correct position and are operating properly.

3. Compliance with Laws

- A. The contractor shall comply with all federal, state, and local statutes, ordinances, or regulations governing safety standards of Traffic Control Devices for streets and highways.
- B. The contractor is required to observe all safety and traffic rules in the performance of the contract.
- C. It shall be the responsibility of the contractor to ensure that each person whose actions affect maintenance and construction zone safety, shall have the knowledge appropriate to the job decisions each individual is required to make.
- D. Only those individuals who are currently certified in safe traffic control practices and have a basic understanding of the principles established by applicable standards and regulations, shall supervise the selection, placement, and maintenance of traffic control devices in maintenance and construction areas. These individuals shall be currently certified by the American Traffic Safety Services Association (ATSSA) as a Worksite Traffic Supervisor or by the International Municipal Signal Association (IMSA) as a Level I Signs and Markings Specialist or as a Work Zone Traffic Safety Specialist.
- E. The contractor shall obtain all licenses necessary to perform the work. The requesting Department or Utility shall provide street use or road closure permits as required.

4. Invoicing

For all Municipal departments/utilities, invoices shall be submitted with the order, mailed or electronic invoice to the respective department/utility within 30 days completion of the project as follows:

Anchorage Water & Wastewater Utility
Financial Division
3000 Arctic Blvd
Anchorage, AK. 99503
awwu.accountspayable@awwu.biz

Municipality of Anchorage
Street Maintenance Division
Hope.Stitzel@anchorageak.gov

Priced packing lists or an invoice copy must accompany all shipments. Invoices shall include, but not be limited to the following information, as a minimum:

- Contract Number
- Delivery Date and Time
- Quantities Delivered and Picked-up
- Pick-up Date & Time
- Ordering Department/Utility Name
- Requestor Name
- Division Job/Work Order Number (or Account Number, if applicable)
- Ordering Individual's Name and Signature

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The invoice shall clearly include the bid price and the extended price for each item. Billing to be monthly by statement accompanied by a copy of each invoice/work order. Invoices received over ninety (90) days after project completion will not be accepted.

Discrepancies: Invoice verification will be routinely performed on contract pricing to assure contract compliance. The contractor will perform due diligence to ensure no duplicate billings. Overcharges shall be credited to the individual accounts by the Contractor with 30-calendar days of notification. In the case of frequent discrepancies, or at the reasonable request of the MOA, the Contractor will be required to perform an item by item audit to correct all pricing errors. Repeated cases may cause the contract to be terminated.

5. Rental Period

- A. The rental period shall commence when the equipment is delivered to the job site by the contractor and shall terminate the day of notification for pickup by the Department. Failure of the using Department/Utility to notify the contractor to pick-up devices will result in a continuing rental charge. A rental day shall be a calendar day beginning at the time of delivery. If equipment is held for any portion of a day, a full day's rental will be charged. **No rental charge shall accumulate after the day the contractor is notified to pick-up the equipment.**
- B. If the Municipal representative finds the contractor in violation of these specifications, or that the traffic control devices requested and placed by the contractor are incorrectly placed and/or operating improperly, the contractor shall be notified telephonically at the earliest possible time. This notification shall be followed in writing noting the date, time, and location of the job site where the violation was observed. All unpaid charges for the present billing period for traffic control devices at that location, for that particular job request shall be considered void and the Municipality is not liable for those charges. The contractor shall re-establish the rental period at that particular job site starting on the date that all equipment is properly placed and/or operational.

6. Delivery and Return of Equipment

- A. The contractor shall deliver, set-up, and pickup equipment at the designated job site. If a circumstance arises which the using Department/Utility relocates the equipment between delivery and pickup, the Department/Utility will collect the equipment and notify the contractor of the new location for pickup.
- B. Traffic control devices shall not be relocated from the original point of delivery except by the contractor which specific instructions to do so are given by the Municipal representative, or by mutual agreement to do so between the representative and the contractor.
- C. During normal working hours (6:00 a.m. to 5:00 p.m., Monday through Friday), traffic control device requests will be made by the Municipality and the contractor shall notify the Municipal representative prior to delivery. After normal working hours, traffic control device requests may be made by other than designated Municipal representatives (i.e. police officers, fire officials, engineers/inspectors, etc.)

TRAFFIC CONTROL DEVICES SPECIFICATIONS

D. Only the specific number of traffic control devices ordered will be accepted for delivery unless the number violates the requirements for conformance with the federal, state and/or local statutes, ordinances or regulations governing safety standards for traffic control devices. In these cases, the Municipal representative shall be notified before delivery of the conforming requirements. If requested, the contractor will provide substantiation of these requirements to the Municipal representative.

7. Maintenance and Loss of Equipment

The Municipality agrees to use reasonable care in the handling and usage of rented equipment. **However, the Municipality shall not be responsible for maintenance of, replacement of, or any costs associated with equipment which is lost, stolen, vandalized, or otherwise damaged by third parties.**

8. Usage Report

The Contractor shall submit annual consolidated usage reports. The report shall separate Municipal Business Units (i.e. Municipality of Anchorage, Municipal Light & Power Utility, Anchorage Water & Wastewater Utility, and etc.) The reports shall contain as a minimum the following elements.

1. Department/Utility/Division
2. Quantity Furnished
3. Contract price per unit
4. Extended contract price including all discount(s) applied
5. Year-to-date quantity furnished
6. Year-to-date value
7. Year-to-date number of orders placed
8. Total contract dollar volume

If requested, an item report must be provided to the Purchasing Officer within two-weeks of a written or verbal request. Reports are due annually, within one-month following the end of each one-year performance period.

9. Ordering Authorization

Only authorized MOA employees within Public Works and AWWU are authorized to order on this contract. A list of approved MOA employees will be supplied upon signing of the contract.

10. Award Statement

The MOA will award to the two lowest bidders. The lowest bidder will be called first and respond in accordance with the specifications. Section 2.B The contractor shall be available on a two (2) hour notice, day or night, to provide equipment for emergency setups, and a minimum of four (4) hours' notice for non-emergency setups. A telephone number at which the contractor can be reached 24 hours a day, seven days a week, including weekends and holidays, shall be furnished to the Municipality. If the lowest bidder is unable to respond

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or cannot be contacted, the MOA department will call the 2nd bidder to perform the duties.