



EMAIL NOTIFICATION NUMBER OF PAGES: 13

This transmission notifies prospective bidders that an addendum has been issued on the project named below. If you received this email in error, immediately call IDS Engineering Group. If you are a prospective bidder but did not receive all pages or found pages illegible, contact IDS Engineering Group by telephone. If the transmission is received in order, **please sign below in the appropriate place and return this page by email as confirmation.**

IDS ENGINEERING GROUP TELEPHONE 713.462.3178

IDS ENGINEERING GROUP CONSTRUCTION DEPT. CONFIRMATION:  
email: \_\_\_\_\_

**Obtain Addendum from IDS Engineering Group at 613 NW Loop 410, Suite 550, San Antonio, Texas 78216.**

### ADDENDUM NO. 1

Date of Addendum: March 25, 2015

PROJECT NAME: HUEBNER CREEK HIKE AND BIKE TRAIL.

CSJ NO: 0915-12-514

BID DATE: **April 3, 2015 (Friday);** The bid time is 10:00 a.m.  
The Bid Date and time are hereby revised by this Addendum.

FROM: Thong Le, P.E.  
IDS Engineering Group  
TBPE F-002726 TBPLS 10110700  
613 NW Loop 410, Suite 550  
San Antonio, Texas 78216



Thong Huy Le 3/25/15  
(Engineer's Signature) (Date)

Please direct all questions to [www.CivCastUSA.com](http://www.CivCastUSA.com)

CONFIRMATION: \_\_\_\_\_  
OF EMAIL (Name) (Company) (Date)

PROJECT NAME: HUEBNER CREEK HIKE AND BIKE TRAIL.

CSJ NO: 0915-12-514

ADDENDUM INSTRUCTIONS

This Addendum forms a part of the Contract Documents. Please initial the last page of the Bid Sheet to acknowledge receipt of this Addendum.

**Item No. 1: SECTION A – NOTICE TO BIDDERS**  
**Bid Opening Date**

The Bid Opening Date and Time are hereby revised by this Addendum. Bids will be publicly opened and read on Friday, April 3, 2015 at 10:00 a.m. Local Time at the CITY OF LEON VALLEY (6400 El Verde Road, Leon Valley, TX 78238).

**Item No. 2: Pre-Bid Sign-In Sheet**

**Item No. 2: Pre-Bid Meeting Minutes**

**Item No. 4: Questions & Answers**

**Item No. 5: EPIC Sheet**

Under Section V, Action No. 3 & 4 species previously listed is no longer applicable and has been deleted from the sheet. It was determined that there's no state threatened species or species of greatest conservation needs within the project limit.

**Item No. 6: SECTION B – INSTRUCTIONS TO BIDDERS**  
**Qualification Statement Form provided.**

Item #9 in Section B asked for Qualification Statement but did not provide one. The form is included here.

END OF ADDENDUM NO. 1

**IDS Engineering Group**  
 613 NW Loop 410, Suite 550  
 San Antonio, Texas 78216  
 (210) 340-8481

**Huebner Creek Hike and Bike Trail**

Pre-Bid Meeting -- March 20, 2015 @ 10:00 AM @ 6400 El Verde Rd, Leon Valley, TX

Sign in Sheet

Name	Company	Phone	Email
MARC RAMIREZ	ORTIZ GROUP	(210) 451-0402	MRAMIREZ@ORTIZGRP.COM
BOB SCHNEIDER	CGC	210-733-3600	BOB@CGC-COMMERIAL-CONTRACTORS.COM
RJ Delabarza	RCO Construction, LLC	210-445-9588	rdebarza@rcollc.com
MATIAS FONSECA	MFC Fonseca Const.	830 596 1741	OFFICE@MCFONSECA.COM
Leo Perez	MFC Fonseca Const. Co.	830 385 3860	leo@MCFONSECA.COM
JOSE VELEZ	CRG	210-882-9618	jvelez@crgroup.us.com
Jesse Ortiz	Friesenhahn Paving	210-7649-1998	jesse@fpaving.com
Garrett Hangerford	Friesenhahn Paving	210-792-7271	garrett@fpaving.com
Jess Swain	IDS Engineering	210-775-8003	JSWAIN@IDSENGINEERINGGROUP.COM
Thong Le	IDS Engineering	210-536-4013	tle@idsengineeringgroup.com



## PRE-BID MEETING MINUTES

Project Name: Huebner Creek Hike and Bike Trail  
Date: March 20, 2015  
Time: 10:00 AM

1. Introductions
  - a. City of Leon Valley Staff
  - b. Design Consultant – IDS Engineering Group
  - c. Sign-In Sheet
2. Project Information
  - a. Questions are due by Friday, March 20, 2015 at 2:00 PM
  - b. Bid Opening
    - a. Friday March 27, 2015 at 10:00 AM
    - b. Attn: City Manager
    - c. 6400 El Verde, Leon Valley, TX 78238
  - c. All bid documents are available to download without charge through [www.CIVCASTUSA.com](http://www.CIVCASTUSA.com)
  - d. Non-mandatory Pre-Bid Meeting
  - e. Instructions to Bidders on Pages 3-6 of Project Manual
  - f. Bid Form, Pages 7-9 of Project Manual
3. Bid Submittal
  - a. Bids shall be in a sealed envelope with the following information placed on the outside of the sealed envelope:
    - a. Huebner Creek Hike and Bike Trail, City of Leon Valley, Attn: City Manager, 6400 El Verde, Leon Valley, TX 78238.
    - i. Name of Contractor
  - b. You are required to “clock-in” your bid before the bid time is called by the City of Leon Valley.
  - c. Include a statement of the qualifications including any work in which the Bidder failed to complete or abandoned within the past 12 months.
  - d. Include a financial statement. The statement will be examined only if the bidder's Proposal is actively considered for award, otherwise it will be returned unopened after the award of the Contract.
  - e. The Contractor shall identify all current liens in the past 3 years and vendor holds with the Texas Comptroller's Office.
  - f. A 2% bid bond or cashier's check must accompany the bid
  - g. Bids will not be accepted after bid time has been called
  - h. MPO Project with Federal Funding – be sure to read up on forms included in specs book.
4. Addendum(s)
  - a. Addendum(s) will be posted on [www.CIVCASTUSA.com](http://www.CIVCASTUSA.com)
  - b. Addendum(s) will be emailed to those who have signed-in
5. Project Description
  - a. Scope of Work – 0.85 miles of hike and bike trail from Evers Road to Bandera Road.
  - b. ROW – all work will be conducted in existing City ROW, work underneath Bandera Road is in existing TXDOT ROW.
  - c. Specifications – TXDOT Standard Specifications for Construction and Maintenance of Highways, Streets, and Bridges 2004.

- d. Duration for Completion – 130 working days.
- e. Liquidated Damages – depend on contract amount (please refer to Special Provision – Schedule of Liquidated Damages).
- f. Site Conditions:
  - i. Parking – Restricted to work area
  - ii. Material storage requirements – Staging area not provided, Contractor’s responsibility
  - iii. Protection of facilities and equipment
    - 1. Contractor’s Responsibility
    - 2. Streets/City property damaged due to Contractor outside Project Area will be repaired at Contractor’s expense
  - iv. Working on site (noise, safety requirements, hours, etc.)
    - 1. Monday through Friday (7:00 AM to 6:00 PM), Saturday’s only with approval from City
    - 2. Residential Area
    - 3. Natural Area – extreme care/measures need to be taken when working in the natural area. Avoid disturbing areas outside of project limits called out in the plans.
  - v. Site Visit/Walkthrough – No formal site visit required, but we highly encourage you visit the site
  - vi. Tree Protection & Preservation
    - 1. Please refer to plan set
  - vii. Material Testing
    - 1. Contractor is responsible for Quality Control material testing and all testing must be in accordance to the specifications
  - viii. Permitting
    - 1. Contractor responsible for all permits except as noted
- 6. Utilities
  - a. Water & Wastewater adjustments of manholes and/valves
- 7. Recap
  - a. Sign-in Sheet – Uploaded to CIVCAST
  - b. Questions must be submitted in writing (CIVCAST) by Friday, March 20, 2015 at 2:00 PM
  - c. Addendum provided by Wednesday March 25, 2015 at 4:00 PM
  - d. Bid Opening on Friday March 27, 2015 at 10:00 AM
- 8. Questions

## QUESTIONS AND ANSWERS

**Dewatering** – dewatering is to be included in the base contract, no separate or additional pay item for the work will be added to the contract. Additional working days for the work will require Engineer's approval. Potential areas for water build up is at low water crossing structure and where trail "dives" down to go beneath Bandera Rd Bridge. Will need contractor's to expedite removing water to keep construction on schedule.

### Questions/Comments at Pre-Bid:

Question: Will City of Leon Valley waive City permits fee?

Answer: Yes

Question: Will concrete suppliers be TXDOT approved?

Answer: Yes.

Question: Will a TXDOT special permit required for working in the floodplain area within project limits?

Answer: No, but will need to obtain permit to work within TXDOT ROW.

Question: Are there other SW3P cost items besides the ones provided in the Bid Tab?

Answer: No, just the ones in the bid tab and any items subsidiary to them.

Question: Is a project sign required?

Answer: No, it isn't.

Question: DBE goal for the project is stated at 5%, does this percentage include prime?

Answer: Yes.

### Civ-Cast Questions:

Question: Please provide the cost estimate.

Answer: For bonds estimation purpose, can approx. project cost at \$1 million.

Question: What is the model number and manufacturer of the Trash Receptacle?

Answer: Per TXDOT letting policy, we do not have specific manufacturer. Contractor can send in RFI with specs/shop drawing and Engineer can determine whether the item is acceptable based on the specs and detail drawing provided.

Question: What is the time restriction for prior approval on shelter and site amenities?

Answer: This can be handled through normal RFI before the installation of the items.

Question: How are substitution requests submitted?

Answer: Through RFI process. Contractor can send info (specs/shop drawing) to get approval/concurrence from Engineer.

Question: Instruction for Bidders mentioned Statement of Bidder's Qualification form is included, but can't find it.

Answer: Statement of Bidder's Qualification has been uploaded to CivCast and included in this Addendum.

Question: What are all the forms required to be included in Bid documents?

Answer: Qualification of Bidder (recently uploaded), Financial Statement, Section C – Proposal with Bid Form filled out, Section J – Child Support Statement, Section K – Certification of Absence of Suspension/Debarment, Disclosure of Lobbying Activities (if applicable).

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**I. STORMWATER POLLUTION PREVENTION-CLEAN WATER ACT SECTION 402**

Texas Pollutant Discharge Elimination System (TPDES) TXR 150000: Stormwater Discharge Permit or Construction General Permit (CGP) required for projects with 1 or more acres disturbed soil. Projects with any disturbed soil must protect for erosion and sedimentation in accordance with Item 1122.

- No Action Required       Required Action

Action No.

- Prevent stormwater pollution by controlling erosion and sedimentation in accordance with TPDES Permit TXR 150000.
- Comply with the Storm Water Pollution Prevention Plan (SW3P) and revise when necessary to control pollution or required by the Engineer.
- Post Construction Site Notice (CSN) with SW3P information on or near the site, accessible to the public and Texas Commission on Environmental Quality (TCEQ), Environmental Protection Agency (EPA) or other inspectors.
- When Contractor project specific locations (PSL's) increase disturbed soil area to 5 acres or more, Contractor shall submit Notice of Intent (NOI) to TCEQ and the Engineer.
- NOI required:  Yes  No

Note: If amount of soil disturbance changes, permit requirements may change.

**II. WORK IN OR NEAR STREAMS, WATERBODIES AND WETLANDS CLEAN WATER ACT SECTIONS 401 AND 404**

US Army Corps of Engineers (USACE) Permit required for filling, dredging, excavating or other work in any potential USACE jurisdictional water, such as, rivers, creeks, streams, or wetlands.

The Contractor shall adhere to all of the terms and conditions associated with the following permit(s):

- No Permit Required  
 Nationwide Permit (NWP) 14 - Pre-construction Notice (PCN) not Required  
 Nationwide Permit 14 - PCN Required  
 Individual 404 Permit Required  
 Other Nationwide Permit Required: NWP# \_\_\_\_\_

Required Actions: List waters of the US permit applies to, location in project and check Best Management Practices (BMPs) planned to control erosion, sedimentation and post-project total suspended solids (TSS).

- PLAN WILL COMPLY WITH USACOE REGULATIONS
- WORK WILL BE PERFORMED IN HUEBNER CREEK AT FIVE LOCATIONS TO PLACE A 10' WIDE CONCRETE TRAIL BETWEEN STATIONS 101+90 TO 112+00.
- 
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401 Best Management Practices: (Not applicable if no USACE permit)

Erosion	Sedimentation	Post-Construction TSS
<input type="checkbox"/> Temporary Vegetation	<input checked="" type="checkbox"/> Silt Fence	<input type="checkbox"/> Vegetative Filter Strips
<input checked="" type="checkbox"/> Blankets/Matting	<input checked="" type="checkbox"/> Rock Berm	<input type="checkbox"/> Retention/Irrigation Systems
<input checked="" type="checkbox"/> Mulch	<input type="checkbox"/> Triangular Filter Dike	<input type="checkbox"/> Extended Detention Basin
<input type="checkbox"/> Sodding	<input type="checkbox"/> Sand Bag Berm	<input type="checkbox"/> Constructed Wetlands
<input type="checkbox"/> Interceptor Swale	<input type="checkbox"/> Straw Bale Dike	<input type="checkbox"/> Wet Basin
<input type="checkbox"/> Diversion Dike	<input type="checkbox"/> Brush Berms	<input checked="" type="checkbox"/> Erosion Control Compost <small>(PERMANENT BMP)</small>
<input checked="" type="checkbox"/> Erosion Control Compost	<input checked="" type="checkbox"/> Erosion Control Compost	<input type="checkbox"/> Mulch Filter Berm and Socks
<input type="checkbox"/> Mulch Filter Berm and Socks	<input type="checkbox"/> Mulch Filter Berm and Socks	<input type="checkbox"/> Compost Filter Berm and Socks
<input type="checkbox"/> Compost Filter Berm and Socks	<input type="checkbox"/> Compost Filter Berm and Socks	<input type="checkbox"/> Vegetation Lined Ditches
	<input type="checkbox"/> Stone Outlet Sediment Traps	<input type="checkbox"/> Sand Filter Systems
	<input type="checkbox"/> Sediment Basins	<input type="checkbox"/> Sedimentation Chambers

**III. CULTURAL RESOURCES**

Refer to TxDOT Standard Specifications in the event historical issues or archeological artifacts are found during construction. Upon discovery of archeological artifacts (bones, burnt rock, flint, pottery, etc.) cease work in the immediate area and contact the Engineer immediately.

- No Action Required       Required Action

Action No.

- ARCHEOLOGIST WILL BE ON-CALL DURING CONSTRUCTION SHOULD ARCHEOLOGICAL ARTIFACTS BE DISCOVERED. SEE GENERAL NOTES.
- NO WORK IS TO BE PERFORMED IN THE VICINITY OF THE HISTORIC ONION HOMESTEAD PROPERTY.
- 
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**IV. VEGETATION RESOURCES**

Preserve native vegetation to the extent practical.

- No Action Required       Required Action

Action No.

- TREE REMOVAL WILL COMPLY WITH LEON VALLEY TREE ORDINANCE
- MINIMIZE REMOVAL OF RIPARIAN VEGETATION AND USE STONE RIPRAP TO DISSIPATE AND CONTROL THE VELOCITY OF STORMWATER ENTERING THE DRAINAGE.
- REVIEW TPWD TEXAS WILDSCAPE WEBSITE, TPWD TEXAS PLANT INFORMATION DATABASE, AND THE LADY BIRD JOHNSON WILDFLOWER CENTER'S RECOMMENDED NATIVE PLANTS DATABASE AND NATIVE PLANT ALTERNATIVES TO INVASIVES AS A PART OF LANDSCAPE SELECTION.
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**V. FEDERAL LISTED, PROPOSED THREATENED, ENDANGERED SPECIES, CRITICAL HABITAT, STATE LISTED SPECIES, CANDIDATE SPECIES AND MIGRATORY BIRDS.**

- No Action Required       Required Action

Action No.

1. MIGRATORY BIRD NESTS: Schedule construction activities as needed to meet the following requirements:

- A. Do not remove or destroy any active migratory bird nests (nests containing eggs and/or flightless birds) at any time of year. If there are any active nests, they shall not be removed until the nests become inactive.
- B. On/in structures, if there are any active nests, they shall not be removed until all nests become inactive. After inactive nests are removed and/or before nest activity begins, deterrent materials may be applied to the structures to prevent future nest building.

2. See Item 5 in General Notes.

3.

4.

If any of the listed species are observed, cease work in the immediate area, do not disturb species or habitat and contact the Engineer immediately. The work may not remove active nests from bridges and other structures during nesting season of the birds associated with the nests. If caves or sinkholes are discovered, cease work in the immediated area, and contact the Engineer immediately.

**VI. HAZARDOUS MATERIALS OR CONTAMINATION ISSUES**

General (applies to all projects):

Comply with the Hazard Communication Act (the Act) for personnel who will be working with hazardous materials by conducting safety meetings prior to beginning construction and making workers aware of potential hazards in the workplace. Ensure that all workers are provided with personal protective equipment appropriate for any hazardous materials used.

Obtain and keep on-site Material Safety Data Sheets (MSDS) for all hazardous products used on the project, which may include, but are not limited to the following categories: Paints, acids, solvents, asphalt products, chemical additives, fuels and concrete curing compounds or additives. Provide protected storage, off bare ground and covered, for products which may be hazardous. Maintain product labelling as required by the Act.

Maintain an adequate supply of on-site spill response materials, as indicated in the MSDS. In the event of a spill, take actions to mitigate the spill as indicated in the MSDS, in accordance with safe work practices, and contact the District Spill Coordinator immediately. The Contractor shall be responsible for the proper containment and cleanup of all product spills.

Contact the Engineer if any of the following are detected:

- \* Dead or distressed vegetation (not identified as normal)
- \* Trash piles, drums, canister, barrels, etc.
- \* Undesirable smells or odors
- \* Evidence of leaching or seepage of substances

Hazardous Materials or Contamination Issues Specific to this Project:

- No Action Required       Required Action

Action No.

- NO ENVIRONMENTAL CONCERNS ARE ANTICIPATED EAST OF BANDERA ROAD.
- 
- 

Does the project involve the demolition of a span bridge?

- Yes       No (No further action required)

If "Yes", a pre-demolition notification must be submitted to the Texas Department of State Health Services, 20 calendar days prior to the demolition of the bridge(s) on the project. Contact TxDOT's hazardous material Coordinator at 210-615-6486 for assistance with the notification.

**VII. OTHER ENVIRONMENTAL ISSUES**

(includes regional issues such as Edwards Aquifer District, etc.)

- No Action Required       Required Action

Action No.

- DO NOT LEAVE EXCAVATIONS OPEN OVERNIGHT IF POSSIBLE OR PROVIDE ESCAPE RAMPS TO PREVENT WILDLIFE FROM BECOMING TRAPPED. INSPECT EXCAVATIONS IN THE MORNING FOR TRAPPED WILDLIFE.
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- 



**ENVIRONMENTAL PERMITS,  
ISSUES AND COMMITMENTS  
EPIC**

FILE: epic August 2012.dgn	DN: TxDOT	CK: TxDOT	DW: BW	CK: JAB
© TxDOT August 2012	CONT	SECT	JOB	HIGHWAY
REVISIONS				
	DIST	COUNTY		SHEET NO.
				50



TBPE F-002726

**QUALIFICATION STATEMENT**

PLEASE USE THE ATTACHED FORM TO SUBMIT A  
QUALIFICATION STATEMENT (IN A SEALED ENVELOPE) WITH YOUR BID.  
ONLY THOSE BIDDERS CONSIDERED FOR AWARD WILL BE OPENED.

**FINANCIAL STATEMENT**

PLEASE SUBMIT A COPY OF YOUR MOST RECENT FINANCIAL STATEMENT IN THE PACKAGE  
DESCRIBED ABOVE.



**QUALIFICATION STATEMENT**

TO BE COMPLETED AND SUBMITTED WITH THE BID:

Submitted to: \_\_\_\_\_

By: \_\_\_\_\_ (CORPORATION)

Principal Office: \_\_\_\_\_

Address: \_\_\_\_\_

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

The signatory of this questionnaire guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

1. How many years has your organization been in business as a general contractor under your present business name? \_\_\_\_\_

2. How many years experience in this type of construction work has your organization had:

(a) as a general contractor? \_\_\_\_\_

(b) as a subcontractor? \_\_\_\_\_

3. What projects has your organization completed?

Contract Amount	Name of Project	Brief Project Description	When Completed	Name/Address Phone No. of Owner



4. Have you ever failed to complete any work awarded to you? \_\_\_\_\_

If so, where and why? \_\_\_\_\_

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5. Have you completed any projects within a 10-mile radius of this project? \_\_\_\_\_

If so, when, where, what? \_\_\_\_\_

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6. The work, if awarded to you, will have the personal supervision of whom? \_\_\_\_\_

a. For Administrative Management? \_\_\_\_\_

b. For Construction Superintendence? \_\_\_\_\_

c. What experience does the designated construction superintendent have in this type of work?

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7. What portions of the work do you intend to sublet? Please list the names of potential subcontractors with which you have sublet this type of work before.

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8. What equipment do you own that is available for the proposed work?

Quantity	Item	Description, Size Capacity, Etc.	Condition	Service	Locat
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____



9. Do you have adequate bonding capacity to provide a performance bond and labor and material payment bond for this project? What is your available bonding capacity?

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10. List the Construction Projects your organization has underway on this date.

Contract Amount	Type of Work	Percent Completed	Name/Address/Phone Number of Owner or Contracting Officer	Engineer Contact/ Phone Number
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11. Please attach a copy of your most recent financial statement.

12. Please attach a list of:

- Banking References
- Accountant
- Surety Agent

13. Are any of your employees or subcontractors' employees, who would be working on this project, covered by a collective bargaining agreement?

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\_\_\_\_\_  
(Name of Organization)

\_\_\_\_\_  
(Name & Title of Person Signing)

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ being duly sworn deposes and says that he/she is \_\_\_\_\_  
of the above \_\_\_\_\_  
(Name of Organization)

and that the answers to the foregoing questions and all statements therein contained are true and correct.

Sworn to before me this

\_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_\_

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

My Commission Expires: \_\_\_\_\_