



**MANAGEMENT SERVICES DEPARTMENT  
PURCHASING DIVISION**

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[cokpurchasing@kalamazoocity.org](mailto:cokpurchasing@kalamazoocity.org)

**ADDENDUM #1  
April 22, 2022**

**TO: ALL Prospective Bidders**  
**PROJECT: Milham Park Playground Upgrade**  
**BID REFERENCE #: 90900-011.0**  
**BID OPENING DATE/TIME: May 4, 2022 @ 3:00 p.m. Local Time**

The purpose of this addendum is to clarify and/or modify the Drawings and/or Specifications for this project. All work affected is subject to all applicable terms and conditions of the Bidding and Contract Documents.

**1. Pre-Bid Meeting Minutes provided by OCBA – See Attachment #1**

Questions related to this addendum may be addressed to Patrick McVerry at [mcverryp@kalamazoocity.org](mailto:mcverryp@kalamazoocity.org) and Rachel Hughes-Nilsson at [rhnillson@ocba.com](mailto:rhnillson@ocba.com).

The Addendum can be viewed and downloaded from the City's website at <https://www.kalamazoocity.org/bidopportunities>.

**In order for a bid to be responsive, this signed and dated addendum must be returned with your bid.** If you have already submitted your bid, acknowledge receipt and acceptance of this addendum by signing in the place provided and returning it to the undersigned and it shall be incorporated in your bid. Please identify your return envelope with the bid reference number and project description.

Sincerely,

**Michelle Emig**

Purchasing Division Manager

c: Patrick McVerry, Parks & Recreation  
Rachel Hughes-Nilsson, OCBA

FIRM: \_\_\_\_\_

SIGNED: \_\_\_\_\_

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

(Type or Print)



# **ADDENDUM #1**

## **Attachment #1**

### ***Pre-Bid Meeting Minutes***

**Milham Park Playground Upgrade  
Bid Reference #: 90900-011.0**

**April 2022**

22 APRIL 2022

TO: ALL BIDDERS

SUBJECT: Milham Park Playground Improvements  
Kalamazoo, Michigan

**ADDENDUM NO. ONE**

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The purpose of this addendum is to obtain pricing and define proposed changes to the Drawings and Specifications for this project. All work affected is subject to all applicable terms and conditions of the Bidding and Contract Documents.

**Item No. 1 Pre-Bid Meeting Minutes**

See attached.

**Item No. 2 Underdrain Detail Revisions**

Refer to Sheet C3.1, re-issued with this Addendum. Revise the playground underdrain system as shown in the Underdrain Enlargement Plan, 1/C3.1.

**Item No. 3 Line type Revisions**

Refer to Sheet C3.1, re-issued with this Addendum. Revise the line types for fencing in the Proposed Legend as shown.

**Item No. 4 Additional Contractor Questions**

- 1) **Question:** Section 323120-2 states a *“General: Preservative-treatment shall comply with American Wood Preservers Association (AWPA) Standard C2”*. I’m wondering if a cedar toned, southern yellow pine species would be acceptable to use?
  - a. **Answer:** Yes, it will be acceptable to substitute pressure-treated southern yellow pine for the specified cedar. Cedar toned pine is not required for this project. Refer to the specifications for preservative treatment information.
- 2) **Question:** The Leaching Basin detail #4 on Sheet C3.1 states “Cover & Frame, set in mortar, standard City of Kalamazoo 36” O.D., 24” I.D. Will the City be supplying the casting and grate for the leaching basin?”
  - a. **Answer:** No, the City will not be supplying the casting and grate for the leaching basin. Only items labeled “by others” should not be included in the bid. Refer to the Storm Structure Schedule on Sheet C3.0 and Specification Section 33 4100 – Storm Water Drainage System for casting information.
- 3) **Question:** The Underdrain Enlargement Plan 1/C3.1’s slope arrows contradict the invert elevations.
  - a. **Answer:** Refer to the revised Sheet C3.1, re-issued with this Addendum.
- 4) **Question:** The Proposed Features Legend on Sheet C3.1 shows the incorrect line type for the silt fencing.
  - a. **Answer:** Refer to the revised Sheet C3.1, re-issued with this Addendum.
- 5) **Question:** Sheet L1.0 has a note that says the contractor is responsible for locating the site lighting. Are any as-builts available for site lighting in the area? Will the City assist in locating the utilities owned by the City?



22 APRIL 2022

TO: ALL BIDDERS

SUBJECT: Milham Park Playground Improvements  
Kalamazoo, Michigan

ADDENDUM NO. ONE

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- a. **Answer:** The City does not have any as-built utility information for this area. The Contractor is required to have Miss Dig identify and mark all utilities as possible in the project area and coordinate with City Staff.

END OF ADDENDUM



O'BOYLE, COWELL,  
BLALOCK & ASSOCIATES, INC.

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## MINUTES OF MEETING

**Date:** 22 April 2022

**Present:** Patrick McVerry, City of Kalamazoo  
Ashton Anthony, City of Kalamazoo  
Monica Johnson, City of Kalamazoo  
Aaron Balkema, Balkema Construction  
Rachel Hughes-Nilsson, O'Boyle, Cowell, Blalock & Associates, Inc. (OCBA)

**Date Held:** 20 April 2022

**Project:** Milham Park Playground Improvements  
Kalamazoo, Michigan

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A meeting was held at City of Kalamazoo's Parks & Recreation Department and the following was noted:

1. Rachel Hughes-Nilsson stated that the project will be awarded to a General Contractor and all work and subcontractors will be coordinated by the General Contractor.
2. The scope of the project includes site demolition, earthwork, stormwater drainage, signage, concrete walk and curbs, wood fencing, landscaping, and seeding.
3. Bids are due Wednesday, April 4th at 3:00 pm. The bid form and the additional City of Kalamazoo forms must be included at the time of bidding. A 5% bid bond is required at the time of bidding. A cashier's check or certified check in lieu of the bid bond will **not** be acceptable. The bids must be sealed when submitted to the Kalamazoo Purchasing Department and labeled "Milham Park Playground Improvements."



4. There are no addendums at this time. Addendum #1 will be released by April 22, 2022. The Addendum will include the pre-bid meeting minutes and sign in sheets.
5. Plans and specifications are available on the City of Kalamazoo's website.
6. Questions should be directed in writing to Patrick McVerry, Parks and Recreation Director at [mcverryp@kalamazoo-city.org](mailto:mcverryp@kalamazoo-city.org) or Rachel Hughes-Nilsson, OCBA, at [rhnilsson@ocba.com](mailto:rhnilsson@ocba.com). RFI's to be submitted no later than 5 business days prior to the bid due date at 5:00 p.m.
7. The schedule for construction will need to be coordinated with the playground equipment installer and delivery of the playground equipment, but construction cannot start before September 6, 2022. Substantial Completion will be November 21, 2022.
8. Site security will be the responsibility of the Contractors. This Park is in a highly active part of town, so it is recommended that the Contractor secures the site, equipment, and materials every night. Contractors will also be responsible for scheduling, monitoring, and securing all concrete pours so that no vandalism or damage occurs to the new concrete paving. Damaged or vandalized concrete paving will not be considered acceptable. The park will remain open to the public during construction.
9. There are six (6) unit costs to be completed on the bid form. There are no alternates for this project.
10. There are several mature trees located in this park. The City of Kalamazoo is very protective of the trees in this park. The Contractor will be responsible for preventing damage to the existing trees that remain.
11. This park has a very active wildlife population. Contractor will take care to not injure or kill any of the local wildlife during construction.
12. The existing playground equipment must be destroyed in such a manner that it cannot be re-assembled. It is acceptable for the Contractor to recycle the destroyed play equipment.
13. The City of Kalamazoo has a separate contract for playground equipment, playground safety surfacing, and installation. It is the contractor's responsibility to coordinate the layout and grades of the playground equipment with the playground equipment installer prior to construction.

14. The contractor is responsible for all permitting for this project. No EGLE permit will be required.

15. Contractor Questions:

- a. **Contractor:** Does the City of Kalamazoo really want the grill to be salvaged and returned to the Parks Department?
- b. **Answer:** No, the grill may be removed and recycled by the Contractor.

The aforementioned constitutes our opinion of matters discussed with decisions reached. If there are any corrections, additions, or deletions, please contact the undersigned within five (5) days of receipt of this memo.

Respectfully,

O'BOYLE, COWELL, BLALOCK, & ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read 'Rachel L. Hughes-Nilsson', with a stylized flourish at the end.

Rachel L. Hughes-Nilsson, LLA, ASLA  
Associate

RLHN

**Copies:** All present

