



MANAGEMENT SERVICES DEPARTMENT
 PURCHASING DIVISION
 241 W. South Street
 Kalamazoo, Michigan 49007-4796
 Telephone (269) 337-8020
 FAX (269) 337-8500
cokpurchasing@kalamazoo.org

ADDENDUM #1
March 3, 2022

TO: ALL Prospective Bidders
PROJECT: Bronson Park Mound Improvements-REBID
BID REFERENCE #: 98852-064.0
BID OPENING DATE/TIME: March 17, 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**
- The **MANDATORY SITE INSPECTION** deadline date has been extended to **March 9, 2022**. Please contact Rachel Hughes-Nilsson, OCBA Landscape Architects, at rhnilsson@ocba.com or (269)760-2142 to schedule the site walk through.

Questions related to this addendum may be addressed to Patrick McVerry at mcverryp@kalamazoo.org and Rachel Hughes-Nilsson at rhnilsson@ocba.com.

The Addendum can be viewed and downloaded from the City’s website at <https://www.kalamazoo.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*

Bronson Park Mound Park Improvements-REBID
Bid Reference #: 98852-064.0

March 2022



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

350 E. Michigan Avenue, Suite 415
Kalamazoo, Michigan 49007

124 Fulton Street E., Suite 6B
Grand Rapids, MI 49503

T (269) 381-3357
F (269) 381-2944

ocba.com

3 March 2022

TO: ALL BIDDERS

SUBJECT: BRONSON PARK MOUND LANDSCAPING IMPROVEMENTS - REBID
Kalamazoo, Michigan

ADDENDUM NO. ONE

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 Pre-Bid Meeting Sign In Sheet

See attached.

Item No. 3 Mandatory Pre-Bid Site Inspection Deadline

The mandatory pre-bid site inspection deadline date has been extended to **March 9, 2022**. Please contact Rachel Hughes-Nilsson, OCBA Landscape Architects, at rhnilsson@ocba.com or (269)760-2142 to schedule the site walk through.

END OF ADDENDUM





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

350 E. Michigan Avenue, Suite 415
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MINUTES OF MEETING

Date: 3 March 2022

Present: Jeff Snyder, Extensive Lawn Care & Landscaping
Rachel Hughes-Nilsson, O'Boyle, Cowell, Blalock & Associates, Inc. (OCBA)

Date Held: 22 February 2022

Project: Bronson Park Mound Landscaping Improvements - Rebid
Kalamazoo, Michigan

A meeting was held on-site with each contractor individually for the pre-bid meeting for the Bronson Park Mound Landscaping Improvements Project. The following items were 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 minor site demolition, earthwork, interpretive signage, irrigation, and landscaping.
3. Bids are due Thursday, March 17th 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 "Bronson Park Mound Landscaping Improvements – Rebid."
4. There are no addendums at this time. Addendum #1 will be released by March 3, 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 Interim Director at mcverryp@kalamazoocity.org or Rachel Hughes-Nilsson, OCBA, at 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 around and with existing events and work in Bronson Park. No work can be completed during the weekend June 4, 2022, due to the Kalamazoo Art Fair in Bronson Park. If construction starts prior to that weekend, the site will need to be cleaned up, secured, and safe for pedestrian traffic. The mound will need to be enclosed with orange snow fencing and signage provided by the City of Kalamazoo. Project construction must also coordinate schedules with Kalamazoo In Bloom prior to the weekend of June 4, 2022, to make sure that there are no conflicts with staffing or park resources. Substantial Completion will be October 1, 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.
9. There are no unit costs or 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, especially during the irrigation system installation work.
11. There are five (5) "Areas of Interest" (AOI) shown on the plans. **ABSOLUTELY NO EXCAVATIONS may occur within the boundaries of these AOI's.** These AOI's are potential archaeological findings and cannot be disturbed for any reason.
12. The Contractor should understand the political nature around this park and this portion of the park. There will be a lot of citizens interested in the proposed work. The Contractor will be closely watched by City of Kalamazoo staff, City Hall staff, the Gun Lake Tribe staff, local citizens, and the media.
13. Blessing ceremonies will need to be performed on incoming materials, especially the Grandfather and Grandmother stones prior to installation. The

City of Kalamazoo and the Landscape Architect will help coordinate those ceremonies.

14. **THERE IS TO BE NO EXCAVATION WITHIN THIS LAWN QUADRANT OTHER THAN WHAT IS APPROVED FOR IRRIGATION AND DE-SODDING THE MOUND.** Any excavation work completed will need to have a Tribal Monitor present during the work. The Contractor will be given the contact information for the Tribal Monitor and will be required to coordinate the construction schedule with the Tribal Monitor.
15. Any artifacts or unusual/unknown items found during excavation must follow the Gun Lake Tribe's Inadvertent Discoveries Plan, which will be given to the Contractor upon award of bid.
16. The Contractor should familiarize themselves, their crews, and their sub-contractors with the history of the mound, including the politics, and should treat this project with the respect needed for this ceremonial place.
17. The proposed irrigation sub-contractor should not be any contractors that have worked on this park during previous improvements projects. The sub-contractor will need to work with the City of Kalamazoo staff to coordinate the connection of the proposed irrigation work into the existing irrigation system. The irrigation lines must be installed exactly as shown as to not damage the areas of interest or the existing trees.
18. The Grandfather and Grandmother stone material will be donated and delivered to the project. The Contractor should include pricing for the installation as shown in the Drawings.
19. There will be local and Tribal volunteers to assist in the plantings on the mound. The Contractor will be responsible for obtaining the plant material, delivering it to the site, and coordinating with volunteers on what will be planted each day. There will be help in managing the volunteers, but the Contractor will need to coordinate with the managers.
20. The four (4) interpretive signs' text and artwork is almost complete. This information will be given to the Contractor after award of contract.
21. Contractor Questions:
 - a. **Contractor:** Can additional information be given about the Grandfather and Grandmother stones?

- b. **Answer:** The Grandfather and Grandmother stone material will be donated and delivered to the project. The Contractor will be responsible for the installation of the stones. The stones are approximately the same size and shape of basketballs, very round lake/river stones.
- c. **Contractor:** Will the City provide the layout services for the five (5) Areas of Interest prior to construction?
- d. **Answer:** Yes, the City of Kalamazoo will provide the layout services for the five (5) Areas of Interest. The Contractor will be required to maintain those points once they are laid out.
- e. **Contractor:** Can the plants be purchased at a local commercial nursery?
- f. **Answer:** No, the plants must be purchased from a native plant nursery. If there is a nursery not listed in the specifications, please submit the nursery information for review and approval.
- g. **Contractor:** Who will be installing the concrete paving for the interpretive signs?
- h. **Answer:** The City of Kalamazoo Parks & Recreation staff will be installing the concrete paving and will coordinate the installation with the Contractor for the irrigation installation.
- i. **Contractor:** What do the interpretive signs look like?
- j. **Answer:** The proposed interpretive sign frames will match those existing signs located at the Honor Walk on the east side of Bronson Park. There will be four (4) separate signs and text artwork provided by the City of Kalamazoo and the signs must each be installed in a specific location.

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.



Rachel L. Hughes-Nilsson, LLA, ASLA
Associate

RLHN

Copies: All present

**CITY OF KALAMAZOO
Sign-in sheet**

Site Inspection Visit
Bid Ref#98352-064.0; Bronson Park Mound Improvements

Date:

YOUR NAME	JEFF SUGELER	YOUR NAME	
COMPANY NAME	EXTENSIVE LAWN CARE	COMPANY NAME	
COMPANY ADDRESS	6582 N SPRINKLE RD K-ZOO	COMPANY ADDRESS	
PHONE	269-349-3705	PHONE	
FAX	269-388-9779	FAX	
EMAIL	JSUGELER13@COMPCAST.NET	EMAIL	
YOUR NAME		YOUR NAME	
COMPANY NAME		COMPANY NAME	
COMPANY ADDRESS		COMPANY ADDRESS	
PHONE		PHONE	
FAX		FAX	
EMAIL		EMAIL	