NOTICE is hereby given to prospective Bidders of the following information, clarifications, and modifications to the Bidding Documents. The Bidding Documents remain unchanged except as indicated below. Bidders must acknowledge receipt of this Addendum in the Bid Form and comply with the requirements for submission of Bids as set forth in the Bidding Documents.

INFORMATION

Bids will be received until 11:00 a.m. local time on April 9, 2020 via U.S. mail or courier or lock box at the offices of the Purchasing Agent, City Hall, 1305 Hancock Street, Quincy, Massachusetts 02169. Bids will then and there be opened and read aloud in accordance with the Inspector General’s and Attorney General’s guidelines (as applicable) for Bid opening. Bids received after the time of announced opening will not be accepted. Mark outside of package with Project title, name and address of Bidder, and “Bid enclosed”.

As the City continues to address the evolving impacts of the COVID-19 health crisis as public bids are being collected, the City and all Bidders should align with the direction of the March 25, 2020 Order from the Governor’s Office “assuring continuous operations of essential services in the Commonwealth,” This Order is attached for reference and all relevant requirements must be incorporated into the Bid with costs being proposed under the Mobilization section of Bidder’s proposal. The City intends to continue public construction in a compliant, step-wise manner, with essential work will be evaluated continuously during the evolution of COVID-19. There is no higher priority than the health of the City’s residents and all Bidders shall achieve the requirements of proper health and safety.

A non-mandatory Pre-bid meeting was held on Wednesday, March 25, 2020 at 11:00 AM at the Owner’s offices of the Department of Public Works, 55 Sea Street, Quincy, Massachusetts 02169. See attached meeting minutes for a list of items discussed.

This Addendum is provided to Bidders in a single Portable Document Format (.PDF) posted on the Owner’s website as indicated in the Invitation to Bid and will be available for examination at the Issuing Office. It is each Bidder’s responsibility to check the website for Addenda per the Instructions to Bidders.

Prepared and Issued by Woodard & Curran (Engineer) on behalf of Owner:
The City of Quincy, Massachusetts
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March 25, 2020

Dear Municipal Chief Executive Officer:

I write to provide guidance regarding the effect of the Governor’s March 23, 2020 Order “Assuring Continued Operation of Essential Services in the Commonwealth, Closing Certain Workplaces, and Prohibiting Gatherings of More than 10 People” insofar as the Order intersects with municipal efforts to address the COVID-19 crisis.

The Governor’s Essential Services Order has two functions. First, the Order closes a broad range of public spaces, workplaces, and other establishments in order to reduce unnecessary movement of Commonwealth residents outside of the home and, in so doing, limit the spread of this highly contagious and potentially deadly virus. Second, the Order designates a range of critical services and functions as “COVID-19 Essential Services” to ensure their continued operation during the state of emergency in order to protect the public health and welfare of the Commonwealth and support community resilience and continuity of response efforts. Correspondingly, the Order designates workers engaged in delivering these critical services and functions as members of the “COVID-19 Essential Workforce.” Taken together, these designations seek to ensure that COVID-19 Essential Services continue without interruption during the period of the declared emergency.

The Baker-Polito Administration recognizes the value of local decision making in most circumstances. Nevertheless, ensuring an effective response to the COVID-19 emergency requires the Administration to prioritize consistency and clarity of action. A key requirement of any effective, statewide response will be that public officials avoid conflicting directives and duplication of efforts. The Massachusetts Civil Defense Act, the authority under which the Governor issued the Order, reflects the necessity for unified statewide directives in a time of crisis. Section 8A of the Act provides that that any rule, regulation, ordinance or by-law issued by a municipality or other political subdivision of the Commonwealth “shall be inoperative” to the extent that such provision is inconsistent with any order issued by the Governor during the period of the emergency.
Accordingly, the Order the Governor signed on Monday includes the following provision to ensure unitary management of this crisis:

This Order supersedes and makes inoperative any order or rule issued by a municipality that will or might in any way impede or interfere with the achievement of the objectives of this Order. With respect to work and travel in particular, any order or rule issued by a municipality is hereby made inoperative to the extent: (1) such municipal order or rule will or might interfere with provisions of this Order ensuring the continued operation of COVID-19 Essential Services; or (2) such municipal order or rule will or might interfere with the free travel anywhere within the Commonwealth of any person who is a member of any COVID-19 Essential Workforce where such travel is made in connection with the ongoing operation of COVID-19 Essential Services.

One important area in which the potential for conflict has presented itself is in questions surrounding the continuing operation of construction projects. A number of municipalities have announced policies to address construction work during the state of emergency that conflict with the terms of the Order. Exhibit A of the Order contains two entries that designate construction projects as COVID-19 Essential Services and identify workers engaged in construction projects as included within the Order’s COVID-19 Essential Workforce:

- **Guidance:** Workers – including contracted vendors – involved in the construction of critical or strategic infrastructure including public works construction, airport operations, water, sewer, gas, electrical, nuclear, oil refining and other critical energy services, roads and highways, public transportation, solid waste collection and removal, and internet, and telecommunications systems (including the provision of essential global, national, and local infrastructure for computing services)

- **Guidance:** Construction Workers who support the construction, operation, inspection, and maintenance of construction sites and construction projects (including housing construction)

Accordingly, the Order provides that all construction projects are to “continue operations during the state of emergency, but to do so with allowance for social distancing protocols consistent with guidance provided by the Department of Public Health.” Local policies, regulations, or directives that provide otherwise are in direct conflict with the Order and should be withdrawn.

The Baker-Polito Administration is aware that cities and towns and local Boards of Health quite sensibly have raised questions about how to manage the health risks of COVID-19 in the context of an active construction site. In order to address these same concerns, Commonwealth agencies that undertake horizontal and vertical construction have adopted a detailed set of safety practices for all construction projects sponsored or managed by their agencies. The Commonwealth also plans to ensure that each project sponsored or managed by a state agency observes a “safety stand-down day” within the next week. This stand-down is
designed to ensure that all workers involved in the project are familiar with the health safety practices required for the continued operation of Commonwealth construction projects. I am attaching the Commonwealth’s construction site safety policy to this guidance for your review. The Administration encourages all cities and towns to issue similar requirements for construction projects undertaken by private owners.

Unitary management in this crisis will be essential to ensuring an appropriate balance statewide between taking actions necessary to combat the spread of COVID-19 and avoiding unnecessary hardships to the public and supporting community resilience over the weeks and months it may take for this crisis to run its course. The economic disruption and interruption in critical services and functions that could result from halting construction projects abruptly would be felt statewide and not simply in the locality where a particular project sits. For these reasons, construction projects should continue as long as they observe social distancing protocols and otherwise can continue to operate safely.

The Baker-Polito Administration recognizes and values the unceasing efforts of local officials to support an effective statewide response to COVID-19. We will continue to work with cities and towns to ensure a consistent application of the Governor’s Essential Services Order and to provide for effective enforcement of proper COVID-19 safety protocols at active construction sites.

Sincerely,

[Signature]

Robert C. Ross
Chief Legal Counsel

Cc: Geoffrey Beckwith, Massachusetts Municipal Association

Enclosure
These Guidelines and Procedures MUST be implemented at all times on all construction sites. All construction sites MUST conduct a Safety Stand Down day to disseminate these Guidelines to all employees and workers.

**Employee Health Protection – ZERO Tolerance**
The following applies to both State employees and contracted staff working on behalf of the State.

- **ZERO TOLERANCE FOR SICK WORKERS REPORTING TO WORK. IF YOU ARE SICK, STAY HOME! IF YOU FEEL SICK, GO HOME! IF YOU SEE SOMEONE SICK, SEND THEM HOME!**
- If you are exhibiting any of the symptoms below, you are to report this to your supervisor (via phone, text or email) right away, and head home from the job site or stay home if already there.
  
  If you notice a co-worker showing signs or complaining about such symptoms, he or she should be directed to their supervisor (via phone, text or email) and asked to leave the project site immediately.

**COVID-19 Typical Symptoms:**
- Fever
- Cough
- Shortness of Breath
- Sore Throat

- Prior to starting a shift, each employee will self-certify to their supervisor that they:
  - Have no signs of a fever or a measured temperature above 100.3 degrees or greater, a cough or trouble breathing within the past 24 hours.
  - Have not had “close contact” with an individual diagnosed with COVID-19. “Close contact” means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for about 15 minutes, or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic.
  - Have not been asked to self-isolate or quarantine by their doctor or a local public health official.

- Workers that are working in a confined space or inside a closed building envelope will have to be temperature screened by a Medical Professional or Trained Individual provided that such screening is out of public view to respect privacy and results are kept private.

- Employees exhibiting symptoms or unable to self-certify should be directed to leave the work site and seek medical attention and applicable testing by their health care provider. They are not to return to the work site until cleared by a medical professional.

March 2020
General On-the-Job Guidance to Prevent Exposure & Limit the Transmission of the Virus

- No handshaking
- Wash hands often with soap for at least 20 seconds or use an alcohol-based hand sanitizer with at least 60% ethanol or 70% isopropanol
- Contractor and State Agency Field Offices are locked down to all but authorized personnel
- Each jobsite should develop cleaning and decontamination procedures that are posted and shared. These Procedures must cover all areas including trailers, gates, equipment, vehicles, etc. and shall be posted at all entry points to the sites, and throughout the project site.
- A “No Congregation” policy is in effect, individuals must implement social distancing by maintaining a minimum distance of 6-feet from other individuals
- Avoid face to face meetings – critical situations requiring in-person discussion must follow social distancing
- Conduct all meetings via conference calls, if possible. Do not convene meetings of more than 10 people. Recommend use of cell phones, texting, web meeting sites and conference calls for project discussion
- All individual work crew meetings/tailgate talks should be held outside and follow social distancing
- Please keep all crews a minimum of 6’ apart at all times to eliminate the potential of cross contamination
- At each job briefing/tool box talk, employees are asked if they are experiencing any symptoms, and are sent home if they are
- Each jobsite should have laminated COVID-19 safety guidelines and handwashing instructions
- All restroom facilities/porta-potties should be cleaned and handwashing stations must be provided with soap, hand sanitizer and paper towels
- All surfaces should be regularly cleaned, including surfaces, door handles, laptops, etc.
- All common areas and meeting areas are to be regularly cleaned and disinfected at least once a day but preferably twice a day
- Be sure to use your own water bottle, and do not share
- To avoid external contamination, we recommend everyone bring food from home
- Please maintain Social Distancing separation during breaks and lunch.
- Cover coughing or sneezing with a tissue, then throw the tissue in the trash and wash hands, if no tissue is available then cough into your elbow
- Avoid touching eyes, nose, and mouth with your hands
- To avoid sharing germs, please clean up after Yourself. DO NOT make others responsible for moving, unpacking and packing up your personal belongings
- If you or a family member is feeling ill, stay home!
COVID-19 GUIDELINES AND PROCEDURES
FOR ALL CONSTRUCTION SITES AND WORKERS AT ALL
PUBLIC WORK
Page 3 of 4

Work Site Risk Prevention Practices

• At the start of each shift, confirm with all employees that they are healthy.
• We will have a 100% glove policy from today going forward. All construction workers will be required to wear cut-resistant gloves or the equivalent.
• Use of eye protection (safety goggles/face shields) is recommended
• In work conditions where required social distancing is impossible to achieve affected employees shall be supplied PPE including as appropriate a standard face mask, gloves, and eye protection.
• All employees shall drive to work site/parking area in a single occupant vehicle. Contractors / State staff shall not ride together in the same vehicle
• When entering a machine or vehicle which you are not sure you were the last person to enter, make sure that you wipe down the interior and door handles with disinfectant prior to entry
• In instances where it is possible, workers should maintain separation of 6’ from each other per CDC guidelines.
• Multi person activities will be limited where feasible (two person lifting activities)
• Large gathering places on the site such as shacks and break areas will be eliminated and instead small break areas will be used with seating limited to ensure social distancing.
• Contact the cleaning person for your office trailer or office space and ensure they have proper COVID-19 sanitation processes. Increase their cleaning visits to daily
• Clean all high contact surfaces a minimum of twice a day in order to minimize the spread of germs in areas that people touch frequently. This includes but is not limited to desks, laptops and vehicles

Wash Stations: All site-specific projects with outside construction sites without ready access to an indoor bathroom MUST install Wash Stations.

• Install hand wash stations with hot water, if possible, and soap at fire hydrants or other water sources to be used for frequent handwashing for all onsite employees
• All onsite workers must help to maintain and keep stations clean
• If a worker notices soap or towels are running low or out, immediately notify supervisors
• Garbage barrels will be placed next to the hand wash station for disposal of tissues/towels
Do all you can to maintain your good health by: getting adequate sleep; eating a balanced, healthy diet, avoid alcohol; and consume plenty of fluids.

Please Note: This document is not intended to replace any formalized procedures currently in place with the General Contractor.

Where these guidance does not meet or exceed the standards put forth by the General Contractor, everyone shall abide by the most stringent procedure available.

A site-specific COVID-19 Officer (who may also be the Health and Safety Officer) shall be designated for every site.

The approved project Health and Safety Plan (HASP) shall be modified to require that the Contractor’s site-specific project COVID-19 Officer submit a written daily report to the Owner’s Representative. The COVID-19 Officer shall certify that the contractor and all subcontractors are in full compliance with these guidelines.

Any issue of non-compliance with these guidelines shall be a basis for the suspension of work. The contractor will be required to submit a corrective action plan detailing each issue of non-conformance and a plan to rectify the issue(s). The contractor will not be allowed to resume work until the plan is approved by the Owner. Any additional issues of non-conformance may be subject to action against the contractor’s prequalification and certification status.

Wash your hands often with soap and warm water, or use an alcohol-based hand sanitizer.

Avoid touching your eyes, nose and mouth.

Cover your mouth when you cough or sneeze. Use a tissue or your inner elbow, not your hands.

Clean things that are frequently touched (like doorknobs and countertops) with household cleaning spray or wipes.

Stay home if you are sick and avoid close contact with others.

Think ahead about how to take care of yourself and your loved ones. Visit mass.gov/KnowPlanPrepare for preparedness tips.
MEETING MINUTES

I. INTRODUCTION & PROJECT TEAM

City of Quincy – Owner
- Al Grazioso, Public Works Commissioner
- Paul G. Costello, City Engineer
- Peter Hoyt, Water & Sewer Supervisor
- Jeff Vradenburg, Civil Engineer

Woodard & Curran – Consultant Engineer
- Olivia Lafond, Project Manager
- Dustin Briere, Project Engineer

II. PROJECT SCHEDULE

Bid Opening: Thursday, April 9, 2020 11:00 A.M. at City Hall
Contract Date: Notice to Proceed planned to be issued Monday, May 18, 2020
Contract Time: 210 Days – Substantial Completion
240 Days – Final Completion
Substantial Completion Date: Monday, December 14, 2020
Final Completion Date: Wednesday, January 13, 2021

III. PROJECT DESCRIPTION

The Work under this Contract includes, but is not limited to, labor, material and equipment, services required for construction, traffic control plans, temporary sewer bypass pumping, testing, and commissioning of the Project in accordance with the Contract Documents and as more specifically described in the Specifications and Drawings. Work includes, but is not limited to, the following principal features:

1. Installation of approximately 17,975 linear feet (LF) of cured-in-place gravity sewer pipe in various sizes throughout the City of Quincy
2. 35 curtain grouting and cementitious manhole restorations
3. Removing & replacing 4 manhole frame & covers
4. Locating, raising and replacing 8 manhole frame & covers.

Work includes maintaining active services, providing temporary bypass pumping, plugging of flows, appurtenances, excavation, trench support, backfilling, restoration, paving, environmental protection, maintaining existing utilities and improvements, both below and above grade, in proximity to the Work at no additional expense to the Owner, maintaining and providing all traffic management required as directed and approved by the Engineer or City of Quincy Traffic Department, and providing materials, equipment, services and construction inherent to the Work as described in the City of Quincy Fiscal Year 2020 Sewer CIPP Improvements Project – Contract B Bidding Documents for Construction Issued March 2020.
IV. WORK AREAS

- C-101 – Papile Lane and Bent Terrace:
  - Commercial area and residential neighborhood, all access to be maintained
  - Access within roadway ROW, temporary bypass required through easement
  - Wetlands buffer zone, area known for high groundwater
  - Traffic management and pedestrian safety
  - Temporary bypass

- C-102 – Washington Street, Fowler Street, Alden Street, Lowe Street and James Street:
  - Commercial area and residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Traffic management and pedestrian safety
  - Temporary bypass
  - School time restrictions (Prior to June 29, 2020 and after August 21, 2020)
  - FY2020 Roadway Improvements coordination required

- C-103 – Avalon Avenue:
  - Commercial area and residential neighborhood, all access to be maintained
  - Access within easement, temporary bypass required through easement
  - Ocean front buffer zone
  - Traffic management and pedestrian safety
  - Temporary bypass

- C-104 – Washington Street, Washington Court and Avalon Avenue:
  - Commercial area and residential neighborhood, all access to be maintained
  - Access within roadway ROW, temporary bypass required through easement
  - Traffic management and pedestrian safety
  - Fire Department coordination required
  - DCR Access Permit required
  - Temporary bypass

- C-105 – Hughes Street:
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Traffic management and pedestrian safety
  - Temporary bypass
  - FY2020 Roadway Improvements coordination required

- C-106 and C-107 – Arthur Street, Nelson Street and Carlmark Street:
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Traffic management and pedestrian safety
  - Temporary bypass
  - FY2020 Roadway Improvements coordination required

- C-108 – Quarry Street:
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Traffic management and pedestrian safety
  - DCR Access Permit required
  - Temporary bypass
  - FY2020 Roadway Improvements coordination required
- **C-109 and C-110 – Woodward Avenue and Marginal Road:**
  - Commercial area and residential neighborhood, all access to be maintained
  - Access within roadway ROW, temporary bypass required through easement
  - Wetlands buffer zone, area known for high groundwater
  - Traffic management and pedestrian safety
  - Temporary bypass
  - School time restrictions (Prior to June 29, 2020 and after August 21, 2020)
  - FY2020 Roadway Improvements coordination required

- **C-111 – Belmont Street:**
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Area known for high groundwater
  - Traffic management and pedestrian safety
  - Temporary bypass
  - FY2020 Roadway Improvements coordination

- **C-112 and C-113 – Winthrop Avenue:**
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Traffic management and pedestrian safety
  - Temporary bypass
  - FY2020 Roadway Improvements coordination

- **C-114 – Waterson Avenue, Wendell Avenue, Ebbett Avenue and Perry Road:**
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Traffic management and pedestrian safety
  - Temporary bypass

- **C-115 – London Avenue and Clement Terrace:**
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW and easement
  - Traffic management and pedestrian safety
  - Temporary bypass
  - FY2020 Sewer Open Cut coordination required

- **C-116 – Oxenbridge Road, Dunbarton Road, Ellington Road and Ferndale Road:**
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Area known for high groundwater
  - Traffic management and pedestrian safety
  - Temporary bypass

- **C-117 – Rawson Road, and Hamden Circle:**
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Area known for high groundwater
  - Traffic management and pedestrian safety
  - Temporary bypass
• **C-118 – Ocean Street:**
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Traffic management and pedestrian safety
  - Temporary bypass

• **C-119 – Squanto Road:**
  - Residential neighborhood, all access to be maintained
  - Access within roadway ROW
  - Traffic management and pedestrian safety
  - Temporary bypass
  - FY2020 Sewer Open Cut coordination required

V. MISCELLANEOUS

• State Revolving Fund (SRF) project with DBE requirements.
• Permitting:
  - DCR Construction Access Permit - Contractor shall apply within 2 weeks of commencement
  - MWRA One-Time Discharge Permit – Contractor shall apply and gain MWRA approval prior to commencement of any work
• Limits of work – ROW, easements and Executed ROE Only
• Hours of work – Typical work hours 7:00 AM to 3:00 PM, extended hours to be approved by the Engineer
• Equipment storage and protection / Staging areas
• Sequence of construction
• Temporary Bypass Pumping

VI. OPEN COMMENTS

• City of Quincy
• Woodard & Curran
• Attendees