

June 19, 2015

COUNTY OF SAN MATEO

**RECONSTRUCTION OF LUCKY AVENUE FROM AVY AVENUE TO SHARON ROAD, AND
LIBERTY PARK AVENUE FROM ALAMEDA DE LAS PULGAS TO CLOUD AVENUE IN THE
WEST MENLO PARK AREA
COUNTY ROAD NUMBERS 559 AND 541**

**TOTAL PROJECT APPROXIMATELY 0.30 MILES IN LENGTH
WITH APPURTENANT WORK THERETO
IN SAN MATEO COUNTY**

**COUNTY PROJECT NO. RW508
PROJECT FILE NO. E4929000**

ADDENDUM NO. 1

TO ALL PLAN HOLDERS:

The following **Addendum No. 1** to the above referenced project, dated June 2, 2015, shall be included in the project Plans and Specifications.

1. Page iii of the Table of Contents shall be replaced in the Project Specifications.

Replace page iii of the Table of Contents with page iii (rev).

2. Page 18 in Section 7-5. "Permits and Licenses", of the Special Provisions shall be replaced in the Project Specifications.

Replace page 18 of Section 7-5. "Permits and Licenses" with page 18 (rev).

3. Appendix A cover page shall be replaced in the Project Specifications.

Replace Appendix A cover page with Appendix A (rev)

4. City of Menlo Park Encroachment Permit Application Form shall be included as an attachment to Appendix A (rev) of the Project Specifications.

To All Plan Holders

RECONSTRUCTION OF LUCKY AVENUE AND LIBERTY PARK AVENUE, WEST MENLO PARK AREA

Addendum No. 1

June 19, 2015

Page 2

Insert City of Menlo Park Encroachment Permit Application Form after Waste Management Daily Transport Report.


Please sign and return the attached "Receipt of Addendum No. 1" form. The "Receipt of Addendum No. 1" form MUST be received in this office no later than 5:00 P.M., Wednesday, June 24, 2015 or your bid for this Project will NOT be considered. The Receipt of Addendum can be faxed to Robert Enriquez's attention at (650) 361-8220 or emailed at renriquez@smcgov.org.

If you have any questions or require additional information, please contact Robert Enriquez or Wency Ng, of my staff at (650) 363-4100. They can also be reached by e-mail at:

renriquez@smcgov.org
wng@smcgov.org

Very truly yours,



 James C. Porter
Director of Public Works

JCP:AMS:GT:WN:RE:

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Enclosures: "Receipt of Addendum No. 1" Form
Page iii (rev) of the Table of Contents
Page 18 (rev) of Section 7-5. "Permits and Licenses" of the Special Provisions
Appendix A (rev) cover page
City of Menlo Park Encroachment Permit Application Form

cc: Gil Tourel, P.E., Principal Civil Engineer, Engineering and Construction
Wency Ng, P.E., Senior Civil Engineer, Project Development and Design
Robert Enriquez, P.E., Associate Civil Engineer, Project Development and Design



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**COUNTY PROJECT NO. RW508
PROJECT FILE NO. E4929000**

RECEIPT OF ADDENDUM NO. 1

I, _____, an authorized representative for
_____, have received
Addendum No. 1 for the Reconstruction of Lucky Avenue and Liberty Park Avenue Improvements
Project from an authorized representative of the County of San Mateo, to be included in the Specifications
for the above referenced project.

This form must be signed and received in the offices of the County of San Mateo, Department of
Public Works *no later than 5:00 P.M., Wednesday, June 24, 2015.*

“Contractor”

(Print)

(Signature)

(Date)



- 90. Portland Cement
- 94. Asphaltic Emulsion
- 94-1. Asphaltic Emulsion (Prime Coat, Curing Seal or Tack Coat)
- 101. Construction Staking and Layout
- 102. Root Control
- 103. City of Menlo Park Storm Drain Structures
- 104. Impermeable Liner
- 111. Utility Line Crossing

Note: Gaps in Section numbering, above, indicate that the Section is either blank or does not apply.

APPENDIX A

County of San Mateo Waste Management Plan Form
 Waste Management Daily Transport Report
 | **City of Menlo Park Encroachment Permit Application Form**

APPENDIX B

Sanitary Sewer Monitoring and Reporting Requirements:
 State Water Resources Control Board Order No. WQ 2013-0058-EXEC
 Monitoring and Reporting Program No. 2006-0003

APPENDIX C

Sample "Payment Bond" Form
 Sample "Performance Bond" Form

APPENDIX D

Daily Personnel and Equipment Log

PROPOSAL

Contractor's Check-Off List
 Name and Address of Bidder
 Contractor Declaration Statement
 Bid Schedules
 Bidder's Bond
 Signature of Bidder
 Subcontractors
 San Mateo County Equal Employment Opportunity Program
 Equal Benefits Compliance Ordinance No. 04026
 (Title 2, Chapter 2.84, San Mateo County Ordinance Code)
 Equal Benefits Compliance Declaration Form
 Contractor Employee Jury Service Ordinance No. 04269
 (Title 2, Chapter 2.85, San Mateo County Ordinance Code)
 Contractor Employee Jury Service Compliance Declaration Form

understood that all fall protection, retrieval and atmospheric monitoring equipment shall be furnished and maintained by the Contractor at the Contractor's expense. This shall include but not be limited to cost associated with compliance with Confined Space Entry Regulations and shall be at the expense of the Contractor.

Attention is directed to Appendix A "City of Menlo Park Encroachment Permit Application Form" of these Special Provisions. The Contractor shall adhere to all the conditions and requirements stated in said Encroachment Permit Form.

7-6. Highway Construction Equipment

Attention is directed to Section 7-1.01D, "Vehicle Code," of the Standard Specifications and these Special Provisions.

Pursuant to the authority contained in Section 591 of the Vehicle Code, the County has determined that, within such areas as are within the limits of the project and are open to public traffic, the Contractor shall comply with all the requirements set forth in Divisions 11, 12, 13, 14 and 15 of the Vehicle Code. Attention is directed to the statement in Section 591 that this section shall not relieve him or any person from the duty of exercising due care. The Contractor shall take all necessary precautions for safe operation of his equipment and the protection of the public from injury and damage from such equipment.

7-7. Project Appearance

The Contractor shall maintain a neat appearance to the work. Full compensation for conforming to the provisions in this section, not otherwise provided for, shall be considered as included in the unit prices paid for the various Contract items of work involved, and no additional compensation will be allowed therefor.

7-8. Preservation of Property

The Contractor's attention is directed to Section 7-1.11, "Preservation of Property," and Section 8-1.10, "Utility and Non-Highway Facilities," of the Standard Specifications.

7-9. Air Pollution Control

Air pollution control shall conform to the provisions of Section 7-1.01F, "Air Pollution Control," of the Standard Specifications.

7-10. Obstructions

Attention is directed to the provisions in Sections 8-1.10, "Utility and Non-Highway Facilities," 15, "Existing Highway Facilities," and 51-1.19, "Utility Facilities,"

Appendix A (rev)

County of San Mateo Waste Management Plan Form

Waste Management Daily Transport Report

City of Menlo Park Encroachment Permit Application Form



**City of Menlo Park
Engineering Division
701 Laurel Street
Menlo Park, CA 94025
Telephone (650) 330-6740**

PERMIT NO.: _____
Keep this permit at the work site at all times

**Call 24 hours in advance of working in the public right of way AND for each inspection request.
Uninspected work will be rejected.**

ENCROACHMENT PERMIT APPLICATION

- Major Encroachment Temporary Encroachment Other _____
 Minor Encroachment Debris or Container Box City-Mandated Repairs

ONE PERMIT PER ADDRESS

Location of Work _____	Applicant Represents <input type="checkbox"/> Contractor <input type="checkbox"/> Owner		Applicant e-mail: _____ Applicant fax: _____		
Name of Applicant (person) _____	Address _____	City _____	State _____	Zip _____	Telephone _____
Name of Contractor _____	Address _____	City _____	State _____	Zip _____	Telephone _____
California Construction License No. _____	Menlo Park Business License No. _____	Est. Start Date _____	Est. Complete Date _____		
Estimated Construction Cost (Estimate work in city R/W only. Do not include value of utility.) \$ _____	Bond or Deposit * \$ _____	Bond or Deposit provided by: <input type="checkbox"/> Contractor <input type="checkbox"/> Owner <input type="checkbox"/> Other (provide name, _____ company, address)			

Description of work to be done:

Applicant submits the following:
 3 copies of sketch or plans
 3 copies of traffic control plans
 insurance certificate

Call Underground Service Alert (USA) at 1-800-227-2600 before you dig

GENERAL CONDITIONS OF PERMIT ATTACHED.

Signature below acknowledges that special working hours may apply – check the approved traffic control plan.

I hereby acknowledge that I have read this permit and the attached conditions, that the information given by me is correct, that I am the owner or the duly authorized agent of the owner, and that I agree to comply with the conditions and all applicable provisions of state laws, city ordinances, and the rules of any governmental agency involved.

_____ Signature of Applicant (Owner or authorized agent)	_____ Title	_____ Date
--	----------------	---------------

DO NOT WRITE BELOW THIS LINE -- CITY STAFF USE ONLY

Approved by Engineering Division	Date	Permit expires	Fees (retained by City)	\$
		Total Due to City	<input type="checkbox"/> Paid	\$

** Bond or deposit requests must originate from the bond/deposit provider. A copy of the original receipt must accompany the refund request. All deposits or bonds are subject to forfeiture to comply with City Codes and Ordinances.*



GENERAL CONDITIONS OF PERMIT

Engineering Division

701 Laurel Street

Menlo Park, CA 94025

Notification of Work or Inspection Requests: (650) 330-6740

1. This permit, regardless of when dated, shall not be in effect until the applicant has obtained all licenses and other permits required by law.
2. This permit is declared **null and void** if work has not commenced three (3) months after the date of permit issuance.
3. Traffic control plan is required for work that will block public right-of-way. Plan shall include re-routing of vehicles, bicycles and pedestrians.
4. Any damages to existing facilities and improvements above ground or below ground, shall be promptly repaired or replaced at the permittee's expense, and claims for damage to City property must be promptly paid.
5. Applicant is responsible for determining exact locations or depths of existing utilities or other facilities. Call Underground Service Alert (USA) at 1-800-227-2600 a minimum of 48 hours prior to performing work.
6. Applicant carries sufficient insurance to work in the public right of way, and names City of Menlo Park as additional insured. Applicant agrees to keep insurance active for the duration of the project.
7. All work shall comply with the City and Caltrans Standards, including traffic control.
8. **Street Opening, Sidewalk, Curb and Gutter, and Driveway Permits.** Permittee shall notify the Public Works Inspector at least **24 hours prior to: beginning work, inspection requests, or concrete placement.** The number and type of inspections required, and any tests that may be required will be as directed by the Public Works Inspector. The Public Works Inspector may be contacted by calling (650) 330-6740.
9. All trench plates used in the public right of way must have a non-skid surface.
10. Construction activities are restricted to Monday through Friday (City holidays excepted) between the hours of 8:00 AM and 5:00 PM, unless otherwise approved in writing by the Engineering Services Division.
11. A faithful performance bond or a cash deposit in an amount equal to the estimated cost of the proposed work is required for curb and gutter, driveway, or street opening permits
12. This grant of permission does not constitute a deed or grant of easement by the City, is not transferable or assignable and is revocable at any time at the will of the City.
13. This permit does not authorize tree trimming or tree removal.
14. The traffic control plan as attached must be adhered to at all times. *Note that the traffic control plan may have restricted working hours for working in the public right of way, which supersedes the standard encroachment permit working hours.*
15. The use of City property by permittee shall be limited to the purposes set forth by this permit and no structures of any kind, except those expressly permitted shall be erected or placed thereon.
16. Debris boxes/storage containers shall have reflectors so that they can be seen at night. This permit must be taped to the outside of debris boxes in a visible location.
17. This permit does not include overnight street parking for any vehicles. A separate parking permit can be obtained from the Police Department.
18. All stormwater BMP's must be in place between October 15th and April 15th, or as directed by the Public Works Inspector.
19. Additional conditions (if any) are attached to this permit and shall be followed accordingly.

Additional Conditions: