



# North Dakota Department of Transportation

Grant Levi, P.E.  
*Director*

Jack Dalrymple  
*Governor*

November 5, 2014

## ADDENDUM 2 – JOB 32

TO: All prospective bidders on project TEU-5-022(115)072, Job No. 32 scheduled for the November 14, 2014 bid opening.

The following plan and proposal revisions shall be made:

### Plan Revisions:

See attached letter dated Nov 5, 2014 from A.J. Delzer, PLA, ASLA – Ulteig Engineering for an explanation.

This addendum is to be incorporated into the bidder's proposal for this project.

A handwritten signature in black ink, appearing to read "Cal J. Gendreau".

For

CAL J. GENDREAU – CONSTRUCTION SERVICES ENGINEER

80:dch.

Enclosure

November 5, 2014

**ADDENDUM 2  
JOB NO. 32**

TO: All prospective bidders and suppliers on Project TEU-5-022(115)072, Job No.32 in Stark County, Scheduled for the November 14, 2014 bid opening.

The following plan revisions shall be made:

Plan Revisions:

**Replace sheets 6-1, 6-2, 6-3, 6-4 with the enclosed sheets added 11/05/2014.**

SECTION NO. 6, SHEET NO. 1:

- Note 100-P01 added for coordination of new erosion control project scheduled in the same construction timeline within a portion of this project's corridor.
- Note 704-P01 revised for clarification.

SECTION NO. 6, SHEET NO. 2:

- Notes shifted page locations due to 100-P01 note addition.

SECTION NO. 6, SHEET NO. 3:

- Notes shifted page locations due to 100-P01 note addition.
- Note 970-P19 revised due to added coordination note (100-P01).
- Note 970-P20 revised due to added coordination note (100-P01).

SECTION NO. 6, SHEET NO. 4:

- Notes shifted page locations due to 100-P01 note addition.

This addendum is to be incorporated into the bidder's proposal for this project.

Sincerely,



A.J. Delzer, PLA, ASLA  
Project Manager

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## NOTES

### GENERAL NOTES

100-P01 COORDINATION OF PROJECTS: The following project is scheduled for the 2015 construction season and will include construction activities within the work area for this project.

- H-9-999(324) – ND Hwy 22 Erosion/Ditch Repairs

The work to be performed as part of Project H-9-999(324) will include reshaping the ditches and placing new topsoil, seeding, mulch and other erosion control measures in the ditches adjacent to ND Hwy 22. The anticipated work limits for Project H-9-999(324) will include the east ditch of ND Hwy 22 from Sta 3980+00 to Sta 4028+00, and the west ditch of ND Hwy 22 from Sta 4019+00 to Sta 4028+00. The completion date for Project H-9-999(324) is currently scheduled for July 1, 2015. If unforeseen delays are encountered on Project H-9-999(324), work on project TEU-5-022(115)072 will be allowed to commence in these areas on or after September 1, 2015.

The Contractor will be responsible for coordinating work activities for this project with the work activities to be performed with Project H-9-999(324). Trees to be planted within the work area for Project H-9-999(324) shall not be placed until after all earthmoving activities for that project are completed. All costs for project coordination shall be included in the price bid for other items.

105-P01 CLEANING: Remove all debris from the existing roadway adjacent to the construction area at the end of each construction day before traffic is returned to normal.

105-P02 WORK SCHEDULE: No work is allowed from 11:00 P.M. to 7:00 A.M unless approved in writing by the Project Manager.

### SECTION 700

704-P01 TRAFFIC CONTROL: Install traffic control in areas only where work is in progress. Type S on Standard D-704-24 applies. Leave the work areas free of all hazards during nonworking hours. Remove traffic control devices at the end of each day and reinstall when work recommences.

Include all costs for traffic control items necessary to perform the work in the price bid for "Traffic Control".

### SECTION 900

970-P01 PROJECT PERSONNEL: Have an International Society of Arboriculture (ISA) certified arborist, a local Commercial Arborist Licensee, or other certified individual that is knowledgeable of plant materials and proper planting conditions on the project. Provide proof of current certification to the Project Manager. Submit documentation of

equivalent minimum requirements to the Project Manager if any other certifications are being requested for consideration.

Have a Certified Herbicide Applicator available for the project.

970-P02 LANDSCAPE SUBMITTALS:

#### Pre-construction Conference:

1. Provide a list of all project plant materials and their sources. Indicate any concerns regarding the project plant materials, including plant material suitability and/or availability, in writing.
2. Provide Personnel Certifications
3. Provide a Proposed Planting Schedule

#### Submittals prior to plant installation approval:

1. Provide Certificate(s) of Inspection as required by governmental authorities
2. Provide one label of each plant type utilized on the project.

#### Submittals required for project closeout:

1. Provide Plant Establishment Forms (Forms submitted with Payrolls)
2. Provide a Plant Maintenance Recommendations Document

970-P03 PLANT SIZES: Comply with size and grading standards of the latest edition of "American Standard for Nursery Stock ". Measure all trees up to four (4) inch calipers at a point six (6) inches above the ground line. If unable to locate plant material in the specified sizes, negotiate for unit price adjustment and/or a plant substitution prior to shipment from the source.

970-P04 PLANT SUBSTITUTIONS: If the specified plant material(s) is/are not obtainable, submit proof of non-availability from at least three suppliers to Project Manager. Propose a suitable substitution to the Project Manager for review and approval. Comply with the "Standardized Plant Names" as adopted by the latest edition of the American Joint Committee of Horticultural Nomenclature. The substitution(s) must have similar environmental needs (suitable for the project site), plant form/characteristics, and habit as the plant material(s) specified. Provide comparative outlines of the original plant selection(s) and the proposed substitution(s) to the Project Manager. Obtain written approval of acceptable substitution(s) from the Project Manager.

Submit a written proposal for appropriate plant substitutions if any field conditions are deemed inappropriate for the specified plant materials.

970-P05 SITE CONDITIONS: Notify the Project Manager in writing of any site conditions which are considered detrimental to plant growth such as chemical residue, rubble fill, clay fill, adverse drainage conditions, obstructions, or the like. Contact the

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appropriate state, county, and/or city weed control agencies to assure planting areas are free of chemical residue.

970-P06 PLANT LOCATIONS: Mark plant material locations as indicated on the plans. Obtain approval from the Project Manager prior to planting. If obstructions are encountered that are not shown on Drawings, do not commence planting operations until alternate plant locations have been selected and reviewed with the Project Manager.

970-P07 PLANT ACCEPTANCE: Provide plant materials that have been nursery-grown under climatic conditions found at the site for a minimum of one year prior to the contract date. Provide plant materials that are vigorous and healthy, and true to name.

Provide plant materials which have proper proportions, have no serious injuries to the bark or roots, no broken branches, no objectionable disfigurement, no shriveled and/or dry roots, no broken balls, no insect pests, and no diseases. Provide trees with upright, dominant single leaders that are not broken.

Coordinate with the Project Manager for the initial pre-installation inspection and acceptance of plant materials. Remove rejected plant material from the project site within 24 hours.

970-P08 PLANT LABELS: Deliver each tree, shrub, or perennial to the site bearing a plant label stating its correct size and botanical name. Use labels that are durable, legible labels utilizing weather resistant ink or embossed process. Attach labels in such a manner that will not damage or hinder the growth of the plant to which it is affixed. After installation of the plant materials, remove all labels. Provide one label of each type of plant to the Project Manager for the project records.

970-P09 PLANT TYPES: See planting details and plant schedule for additional information.

Balled and Burlapped (B&B): Dig Balled and Burlapped plants with firm, natural balls of earth of sufficient diameter and depth to encompass the fibrous and feeding root system necessary for full recovery of the plant. Provide rootball sizes complying with the most recent edition of the "American Standard for Nursery Stock". Loose, broken, manufactured, cracked, or mushroomed balls are not acceptable.

Container-grown: Dig up container-grown stock with adequate fibrous roots, covered with a uniform thick coating of mud that was puddled immediately after they were extracted, or packed in moist straw or peat moss. Provide container-grown plants complying with the most recent edition of the "American Standard for Nursery Stock". Remove all containers prior to backfilling planting pits.

Bare Root: Use bare root trees that have a well branched root system characteristic of the species with a root spread as specified in the most recent edition of the "American Standard for Nursery Stock." Cut all damaged, injured, or broken roots with a sharp, clean pruning shears leaving no damaged, frayed, or splintered cut surfaces.

970-P10 PRODUCT DELIVERY, STORAGE, AND HANDLING: Take all precautions customary in good trade practice in preparing plants for transport. Protect all plants from drying out and protect all roots from exposure to sunlight. If necessary, spray deciduous plants in foliage with an approved Anti-Desiccant immediately after digging to prevent dehydration. Dig, pack, transport, and handle plants with care to ensure protection against injury. Provide inspection certificates required by law accompanying each shipment invoice. Upon arrival, file the certificate(s) with the Project Manager.

If plants cannot be planted within the scheduled workload for the day, properly protect them with soil, wet peat moss, or in a manner acceptable to the Project Manager. Water Balled and Burlapped, container, and heeled-in plantings daily. Do not bind plants with rope or wire in a manner that could damage or break the branches.

970-P11 TREE PITS: Hand dig or roto-till pits to accommodate the root system. Do not dig pits deeper than the first main flare root on the plant. Scarify the sides and bottom of planting pits to remove any glazing affects caused by digging prior to placing plant materials. Plant top flare root of all trees one (1) to two (2) inches higher than finished grade.

970-P12 PLANT INSTALLATION: Set plant material in the planting pit to proper grade and alignment. Set the plants upright, plumb, and faced to give the best appearance or relationship to each other or adjacent structures.

970-P13 BACKFILL INSTALLATION: Use the native soil for all tree pits. Remove stones larger than one (1) inch diameter and any sticks or extraneous materials. Break up all lumps or clods before backfilling. If the native soil differs from the rootball, provide backfill soil consisting of a mixture of native soil and the soil type of the rootball to ensure proper water movement and promote root regeneration.

Backfill each tree pit with the planting soil placed in layers around the roots. Tamp each layer (maximum 6" depth) carefully in a manner to avoid injury to the roots or disturbing the position of the plant. When approximately 2/3 to 3/4 of the tree pit has been backfilled, water the hole so as to settle the soil in and around all the roots. After the water has been absorbed, fill the tree pit with the planting soil, tamp lightly to grade, and water thoroughly again to eliminate air pockets. Bring any further settlement to grade with additional planting soil. Ensure proper drainage and prevent any pooling of water around the plant material trunks and stems. Remove any excess excavated materials from the site. Water all plant materials within 2 hours of installation.

970-P14 PLANT STAKING: Use six foot (6') long standard steel fence "T" posts for securing newly planted trees. Use stakes that are notched or drilled to retain guy wires. Paint the steel posts with at least one coat of exterior enamel. Drive the stakes so they support the trees and are firm. Set guys sufficiently tight and horizontal to transfer support from the stake to the tree. If tree is under 1 1/4"

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caliper, support with a minimum of one (1) tree stake. If tree is 1¼" caliper or more, support with two (2) tree stakes.

Stake all deciduous trees as shown on planting details. Do not stake evergreen trees provided they are able to maintain an acceptable and stable upright position as determined by the Project Manager. Align stakes within tree rows for ease of mowing and other maintenance. Adjust staking as necessary during the warranty and maintenance period.

Leave the stakes in place for approximately one (1) year. Coordinate with the Project Manager to address site specific timelines to remove the tree staking. All removed stakes and associated hardware will become the property of the Contractor. If certain locations require extended staking, as decided by the Project Manager, leave the staking in those locations which become the property of the City of Dickinson.

Include all costs associated with the plant staking and staking removals in the bid price for the plant materials.

970-P15 RODENT PROTECTION: Use four inch (4") minimum diameter perforated drain tile cylinders installed up to lowest branches for deciduous trees. Leave rodent protection installed through the maintenance period. Rodent protection becomes the property of the Owner upon final acceptance of the plant material.

Include all costs associated with the perforated drain tile cylinders in the bid price of the plant materials.

970-P16 MULCH: Provide mulch samples to Project Manager. Obtain written approval of mulch material from the Project Manager prior to installation. Provide mulch materials that are free of all foreign debris. Keep mulch six inches away from plant trunks and stems. Remove any mulch material deemed unacceptable by the Project Manager from the project within 24 hours.

Mulch areas immediately after plant installation to avoid open soil weed growth problems. Maintain mulch depth of four(4) inches unless excess soil moisture or poor drainage at site limits potential survivability. If conditions are such that an adjustment to the mulch depth is necessary to maintain healthy plant materials, notify the Project Manager in writing to obtain written approval for any changes to the plans and/or specifications.

Wood Mulch: Provide wood mulch that is long, fibrous in nature, two (2) to four (4) inches in length. Place a minimum six (6) foot diameter (or three foot radius) mulched ring if trees are not planted in a mass tree/shrub bed. Thoroughly water mulched areas to a soil depth of at least six (6) inches. Repair all mulch loss and erosion from water damage immediately.

Include all costs associated with furnishing, installing and maintenance of the tree ring mulch in the cost of the plantings.

970-P17 TREE WATER BAGS: Install tree water bags. Leave the water bags on the project to become the property of the City of Dickinson upon the project closeout.

Include all costs associated with furnishing and installing the tree water bags in the bid price for the plant materials.

970-P18 INITIAL PLANT INSTALLATION ACCEPTANCE: Complete the installation of **ALL** plant materials. Perform any establishment procedures necessary. Notify the Project Manager in writing to request an inspection. The Project Manager will provide a letter of initial plant installation acceptance.

970-P19 PLANTING / MAINTENANCE SCHEDULE: Complete initial plant installation on or before **October 15, 2015**. Maintain all plantings **for one full year** from the date of initial installation acceptance after which time the City will be responsible for maintenance.

970-P20 RETAINAGE: A landscape retainage amount will be based on the project bid costs. A **15%** retainage will be in place after the initial plant installation acceptance. (i.e. if a project total bid is \$100,000, landscape retainage will be \$15,000) This retainage includes the standard NDDOT retainage held on a project.

If the initial plant installation is completed in the spring planting season, the landscape retainage will be released on a bi-annual basis. The Project Manager will release up to one-half of the landscape retainage on **October 30, 2015**.

If the initial plant installation is completed in the fall planting season, the landscape retainage will be released on the following schedule: the Project Manager will release up to one-third of the landscape retainage after the completion of plant establishment procedures and any plant material replacements noted in the first spring 2016 inspection.

Landscape retainage release will be based on the Contractor's performance of the plant establishment procedures. Upon final inspection and acceptance of the plant materials, the Project Manager will release the remaining landscape retainage prior to closeout of the project.

970-P21 PLANT ESTABLISHMENT PROCEDURES: Provide establishment procedures through the extent of the contract that include additional pruning, protective measures against pests and diseases (including rabbit and/or rodent protection), replacing mulch, keeping the stakes firm and guys adjusted, weeding with a pre-emergent weed control or other pre-approved means, the removal of any dead plant material from the project, and other establishment procedures as deemed necessary by the Project Manager. Clear tree rings of weeds/grass a minimum of once per month. This includes the area immediately adjacent

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and within six inches of the mulch edge. Remove this material from the project.

Notify the Project Manager five (5) days prior to all scheduled maintenance. The Project Manager will notify the Contractor if any additional site visits are necessary to maintain proper planting conditions.

Submit a detailed plant establishment form to the Project Manager with the corresponding project payrolls. Include the following minimum information on the forms: Project name, Project number, Name of Contractor, Corresponding Payroll Reference, Date of Work, Type of Work, and Comments Section.

970-P22 PLANT MATERIALS REPLACEMENT: Replace any plant material that is 25% or more dead, as determined by the Project Manager. Trees are considered dead when the main leader has died back, or 25% of the crown is dead. Shrubs are considered dead when 25% of the branching is dead. Remove dead plant material immediately; replace immediately or as soon as possible in accordance with acceptable planting dates and weather conditions.

970-P23 PLANTING/REPLANTING DATES: Install plant materials within the allowable planting dates as listed below. Weather conditions may allow for the planting of the plant materials to occur outside of these dates. Obtain written approval from the Project Manager in all such instances.

Spring: April 15 – June 15  
Fall: September 15 – October 15

970-P24 PROJECT INSPECTIONS: The Project Manager will inspect the project every month of the warranty/maintenance period during the typical growing season (May – October). He will notify the Contractor of any unacceptable plant materials or site conditions which need to be corrected.

970-P25 PLANT MAINTENANCE RECOMMENDATIONS DOCUMENT: Provide written recommendations for care of the project site. List procedures for maintenance including, but not be limited to, all pruning, watering, fertilizing, potential changes at different stages of the plant materials growth, etc. Indicate any specific site needs based on any site micro-climate situations.

970-P26 FINAL PLANT ACCEPTANCE: The Project Manager will inspect the plant materials for acceptability approximately one week before the warranty/maintenance period terminates. Complete all items of maintenance prior to the inspection. The Project Manager will notify the Contractor of completion of the project with a letter of final acceptance.

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