

## Addendum No. 1

Issue Date: 11/04/2025

Project Name: **City of Asheville Water Resources Department Shiloh Service Lead Line Inventory**

Project Number: **298-FY26-WTR-RFP-ShilohLSLI**

TO: **Prospective Applicants**

This addendum forms a part of the **Request for Proposals** and modifies the original Project Number **298-FY26-WTR-RFP-ShilohLSLI** only to the extent specifically noted below. Failure to acknowledge this addendum in the submittal may subject the submitter to being deemed non-responsive.

This Addendum is posted on the City procurement website at [www.ashevillenc.gov/bids](http://www.ashevillenc.gov/bids). This is *the official source* of this addendum. All addenda and attachments shall be published to the same location.

**This Addendum consists of 6 pages in total.**

**This Addendum is to address Clarification/Changes and Responses to Questions**

### Clarifications/Changes

- The original RFP Advertisement stated:** The project start date for November 2025.  
**This is now changed to:** The project will not begin until the contract process is completed and resolution from Asheville City Council is in place. Estimated project begin time is late December 2025 or early January 2025.
- The original RFP stated:** The lump sum (LS) for the contractor repairing any leak that is created by the contractor during the project was blank on the cost proposal sheet.  
**This is now changed to:** The LS has been changed to \$25,000.00 maximum total for the project.
- The original RFP stated:** In the cost proposal included lines items had an allowance for 260 concrete cuts and 340 asphalt cuts for 1ft x 1ft repairs.  
**This is now changed to:** The document now calls for 2ft x 2ft repairs for asphalt and complete concrete joint repairs for sidewalks. Allowance has been taken out. It is now a unit price per location with an estimated amount if site repairs could potentially be needed.

## **Answers to Questions**

1. **Question:** Is there an estimated budget or cost range available for this project?

**Response:** An independent cost estimate was performed to meet the federal terms and conditions for the federal funding of this project. The cost estimate was \$300.00 - \$350.00 per hole.

2. **Question:** Is there an anticipated start and completion date for when this work should begin and end?

**Response:** City procurement policy requires city departments to get approval from Asheville City Council before awarding a contract over \$90,000.00. The resolution for the contract will go to council on December 9, 2025. The contract can not be provided to the vendor until December 10, 2025. Once the contract process is completed and the scheduled meetings (project kick off and Shiloh Community meeting) the project will be approved to start.

3. **Question:** What methods of excavation are allowed? (Open trench, potholing, or hydrovac)

**Response:** Open trench, Potholing or Hydrovac is acceptable. Two holes need to be dug on either side of the meter and 4 inches of pipe needs to be exposed in order to determine the customer owned and utility owned service line material.

4. **Question:** What is the time line needed to service these addresses? What is the desired timeline for completion of the work?

**Response:** Ninety (90) days once the contract is completed. The desired completion date is March 31, 2026.

5. **Question:** Can afterhour or weekend work occur? (Easier for traffic control or working in right of way)

**Response:** No. Work must be completed on weekdays (Monday - Friday) between 8:00am - 5:00 pm.

6. **Question:** Does the city have as built drawings to help locate?

**Response:** Yes. The city can provide a map book with the locations of the residence or business and meter location.

7. **Question:** What is the payment schedule on this project? (monthly, percentage complete)

**Response:** Percentage complete. Contractors will need to invoice to be paid at 50% and at

100% complete intervals.

8. Question: What documentation and process will the City of Asheville require once lines are located and verified?

Response: The city is requiring the contractor to use Survey 123 to collect the data. The city is providing the Survey 123 link or QR code with the required data collection information to the awarded contractor. The survey 123 App is free. City Water Department staff will help the awarded contractor set up the phones/ipads that will be used. The contractor must supply tablets or phones to perform the work.

9. Question: If there is something needing repaired while locating water lines, will contractors be reimbursed to perform repairs if they are not liable for damage?

Response: The contractor will inspect the meter box before performing any work. Inventory will be put on hold if a leak is found. The contractor will be responsible for reporting the leak to the City Project Manager immediately in order to expedite the repair process. City Water Department staff will determine leak origination within 48 hours. City staff will repair the leak if it is on the city side within 72 hours, after the source is determined. If the leak is on the customer owned side, the City project manager will notify the customer within 48 hours. Once either have been performed, the contractor will be notified by the City Project Manager that they can return to the site to finish the inventory process at that location.

10. Question: Do we plan to do 2 potholes per water meter? (In order to locate the utility side and the customer side)

Response: Yes. A hole must be dug on each side of the water meter in order to document customer owned and utility owned portions. The hole can be dug right beside the water meter to reduce the cost of asphalt or concrete repair.

11. Question: Will the city provide water-fill for our vac truck on site?

Response: If a contractor uses a vac truck for the project, they will be required to have their truck(s) inspected by the City of Asheville backflow division. They will be assigned a hydrant as close to the project location as possible to fill the truck. Contractor must complete training on hydrant operation to ensure that they do not cause water quality issues or damage to the City of Asheville Water System.

12. Question: Is there an area we are able to dump out vac material? (No problem if not, there are some local sites in the area)

Response: Yes. A dump site will be available for the awarded contractor.

13. Question: Is there any specific backfill needed or will topsoil/dirt be sufficient?

Response: Code requires the contractor to replace with ABC aggregate if in the city right of way (ROW). A list of right of way distances will be provided to the contractor. Top soil can be used if not in the City ROW. Proper compaction is required at all sites.

14. Question: The allowance for plumbing is a "LS" format on the bid sheet. Is this per meter or

water leak needing fixed?

Response: There is a lump sum (LS) total maximum of \$25,000 in the project budget to fix any leaks that were caused due to potholing.

15. Question: Just to confirm, this project will start November 2026, is there a way we are able to start sooner if awarded?

Response: City procurement policy requires city departments to receive approval from City Council before awarding a contract over \$90,000.00. The earliest the contract can be sent to the awarded contractor is Wednesday December 10, 2025. The contractor will not be able to start until the contract process has been completed. Estimated start is late December 2025 or early January 2026.

16. Question: Is there a list of certified utility contractors approved by the City of Asheville—particularly those authorized to perform work on City water lines? Alternatively, is it possible to contract directly with the City's water department for this portion of the work?

Response: The city does not have a list of licensed contractors. To find a list of utility contractors licensed by the state of North Carolina go to <https://nclbgc.org/overview>.

- Click on license search in the top banner.
- Click search in the banner on the page that opens
- Click licenses near me from the drop down
- Under Classification Type, select PU (Water & Sewer)
- Enter Zip Code 28801 and click search at the bottom.

The City Water Department is not able to contract with the awarded vendor to repair leaks, but if the contracted general contractor is not responsive during an emergency situation the city will help with the repairs.

17. Question: What restoration practices are required for concrete and asphalt cuts? Will separate cut permits be necessary for these activities?

Response:

#### **Concrete/Asphalt Cuts**

Concrete cuts will need to be cut from joint to joint. It is required to replace the entire section of concrete. Asphalt cuts must be at least a 2' x 2' square in order to properly compact the section. Asphalt cuts will need 5" of binder and 2" of surface.

#### **Street Cut Permits**

Ultimately there does need to be a street cut permit per hole. The permits can be combined since the work is so close together. For example: on the smaller streets 1 permit can be used for the entire street. The permit will allow for each type of cut (dirt/asphalt/concrete). Ex: 20 dirt, 2 asphalt and 1 concrete on Forest St. The permit would not be able to close out until all patches have been repaired. There is **no upfront cost** for the permit since this is a Water Department project, **but fines do apply**. The awarded contractor will still be responsible for penalties if a permit expires before the work is completed. If the permit needs to be extended, 48 hour notice to the City street department is required.

18. Question: In lieu of performing 1' x 1' test cuts in both asphalt and concrete, would it be acceptable to use a core drill to penetrate the surface and then reinstate the core in accordance with NCDOT standards?

Response: Per the streets department, 1' x 1' test cuts are not allowed. They must be 2' x 2' in order to obtain proper compaction requirements. Core drill is not allowed for this project.

19. Question: At what minimum distance from the meter box should test holes be located?

Response: Holes can be dug right beside the meter box. The hole must be big enough to expose at least 4" of the service line.

20. Question: Will the City provide the selected consultant with access to its LSLI Survey123 app for review prior to initiating field work?

Response: Yes, it will be provided once the contract is in place. The current format is in the RFP. The data collection will be in the order of the steps needed to be taken at each location. The City will also update the process if the contractor has suggestions to improve the process out in the field.

21. Question: Is this a liquidated damages job?

Response: No.

22. Question: Once a contract is awarded, when does the City of Asheville anticipate to issue a notice to proceed?

Response: As soon as the contract process is complete, the project kickoff meeting will be scheduled where the 123 Survey will be reviewed. A public meeting with the community will also be scheduled. Once those objectives are completed, work will be able to commence. This will start the 90 days to complete.

23. Question: Can we clarify the number of cut permits required? Does each individual address need an application and permit where cut permits are required? Below are statements on the City of Asheville website. I am seeing if a street cut permit and temporary street/sidewalk closure permit are the same thing. Temporary Street and Sidewalk Closure permit fees will be determined by the City of Asheville after review of the permit application.

General costs for street closures include:

Application Fee – \$100

Permit Fee –

1-7 Days – \$50

8-29 Days – \$100

≥ 30 Days – \$100 (per week)

Meter Bagging is \$22 per day per space and must be coordinated through Parking Services

Street cut permits can be obtained from the Engineering Department through a separate process; if the cut does not require a closure of the full width, then a street closure permit is still required in addition to the street cut permit for partial closure of the street, lane or sidewalk.

Response: There are two types of permits.

**Street/Sidewalk/ROW Cut Permits**

There will be more than 20 street, right of way or sidewalks cut permits needed for the entire project. As stated above in question 17, the street/sidewalk/curb/sidewalk cuts can be combined for several locations. It is up to the contractor to fill out the permits and ensure that all work is completed before closing. Fines do apply if the work is not completed before the permit expires and the permit has not been extended.

**Temporary Street /Lane / Sidewalk Closure Permits**

If an entire street, single lane or sidewalk closure is needed, then a separate type of permit will need to be filled through the City Transportation Department. Only one permit will need will to be filled out for this entire project, but the following will need to be performed once the application has been submitted online:

- Upload a traffic control plan or sketch for each road closure. It can be as simple as a marked up copy of a Google Map showing the closure location and the location of signage and traffic control devices that will be used. Be sure to include as much detail as possible.
- For a single lane closure, a figure or detail from the MUTCD, NCDOT or ITRE reflecting the type of lane closure can be submitted with a simple location map in-lieu of the traffic control plan.

**Both types of permits are at no cost** as this is a water department project but fines are applicable if the contractor allows it to expire before the work is completed.

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I understand that failure to acknowledge any addenda may cause this bid/proposal to be deemed non-responsive.

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Authorized Signature

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Company

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Date

- End -