
MEMORANDUM

Public Works Department – City of Middleton

DATE: January 18, 2017
TO: All Holders of the City of Middleton Standard Specifications
FROM: Shawn Stauske, Director of Public Works / City Engineer
SUBJECT: **Revisions to City Specifications and Contract Documents**

The Standard Specifications and Construction Contract Documents for the City of Middleton, dated June of 2004, have been revised as follows. Affected pages are not being mailed, but are available on the City's web site. Effective immediately, the following changes should be made to various bidding and contract documents for public works projects in the City of Middleton:

Preparation of Contract Documents

- Removed reference to Dept. of Workforce Development Forms, which no longer apply.
- Added language to Par. 2.f. to require filling in appropriate blanks in the Agreement related to liquidated damages.
- Removed old Section 3 as redundant.
- Combined former separate "Times in Bidding Documents" document into "Preparation of Contract Documents" as new Section 3.
- Reformatted and reworded Times in Bidding Documents (Section 3).

Use of QuestCDN

New documents were posted to the City webpage, one to describe the process for Preparers of Contract Documents as to how to post an online Bid Form; and one for Bidders on the Projects page as to how to complete an online Bid Form.

Advertisement to Bid

- Added requirement that bids be submitted electronically to QuestCDN.com.
- Reworded some sections for clarity

Instructions to Bidders

- Removed reference to Dept. of Workforce Development Forms, which no longer apply.
 - Removed requirement that Bid must not be separated from the attached volume of Standard Specifications, General Conditions and Supplementary Conditions.
 - Updated various requirements that now apply only to bids submitted on paper.
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- Added requirement that bids are to be submitted electronically to QuestCDN.

Bid

- Added placeholder for MSIP Project Number in title block.

Supplementary Conditions

- SC-6.03 K.3.a. Removed option for Automobile Liability, Combined Single Limit
- Added NTS for Pollution Liability Insurance and for Contractor's Professional Liability Insurance.

Standard Specifications

SECTION 100:

- Par 126: Minor amendments to traffic control language.
- Par 126 I: Language added to ensure minimal disruptions to traffic when sidewalks and driveways are to be replaced.

SECTION 600:

- Added new sections: 611, Chip Sealing; 612 Spot Sealing; 613 Crack Filling.
- Renumbered 611 – 614 as 614 - 617

Contract Table of Contents

- Removed instructional reference to Wage Rate Determination