



**PUBLIC WORKS**  
Engineering

**DATE:**  
July 31, 2024

**TO:**  
Plan Holders

**FROM:**  
Jenna Richardson

Contractors

918-596-9637

[jennarichardson@cityoftulsa.org](mailto:jennarichardson@cityoftulsa.org)

# EMAIL TRANSMITTAL

ADDENDUM NO. 1

**PROJECT NO. 2024-2026 – UULS UNDERGROUND UTILITY  
LOCATE SERVICES**

Number of pages: **11**

Please email a signed cover sheet to [kteel@cityoftulsa.org](mailto:kteel@cityoftulsa.org)  
as acknowledgement of receipt.

Thank you,

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Signature

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Company

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Date

1836 \* 1898

TUL \* USA



**PUBLIC WORKS**  
Engineering

**DATE:**

July 31, 2024

**ADDENDUM NO. 1  
TO  
PROJECT NO. 2024-2026 – UULS UNDERGROUND UTILITY LOCATE  
SERVICES**

This Addendum No.1 consisting of one (1) item, submitted by City of Tulsa, is hereby made a part of the Contract Documents to the same extent as though it were originally included therein and shall supersede anything contained in the Plans and Specifications with which it might conflict. **This entire Addendum shall be attached to the Index Sheet of the Contract Documents recorded on the signature page of the proposal and submitted with bid. Failure to do so shall result in the bid being deemed non-responsive.**

This Addendum No. 1 consists of the following:

1. Add the attached Special Provision sheet UULS-1-9.

**All other provisions of the Plans and Specifications shall remain in full force and effect.**

**CITY OF TULSA**

  
Paul D. Zachary, P.E.  
City Engineer

  
HAS/TG/JR/kt

**SPECIAL PROVISIONS**  
**FOR**  
**UNDERGROUND UTILITY LOCATE SERVICES**

These Special Provisions are included in and are a part of the Bidding Documents for this project.

**SCOPE OF WORK**

The scope of work includes locating and verifying utilities located underground. Verification will include uncovering a portion of the utility in order to determine the type, depth, and orientation of utility below grade by using water and/or air to penetrate the ground. This type of work is sometimes referred to as "hydrovac excavation", "hydrovacuum location", or "potholing". Services provided by the contractor shall include any necessary site preparation, excavation, filling excavated areas, site cleanup, and report submission. Submitted reports shall include utility specific information such as type, approximate size, and orientation of each utility. A copy of a utility locate report package (Exhibit 1) is provided for reference purposes only. Providing pictures (digital preferred) of the general location of each utility locate and the utility itself is optional. Examples of such buried utilities include gas pipelines, telephone lines, fiber optic cable, wastewater lines, waterlines, stormwater lines and conduits. All work shall be nondestructive in nature to the utility. The search for each utility shall include a locate hole increasing in length to a maximum of eight (8) feet in length. Additional work may include cleaning culverts, valve boxes, and catch basins.

The contractor shall obtain and review plans at location designated by the City and obtain utility company's records as required. The contractor shall obtain all necessary permits from city, county, municipality or other jurisdiction to allow the contractor to work in existing streets, roads, etc. for the purpose of locating (digging), measuring, and recording the location of existing subsurface utilities. The contractor shall furnish all labor, equipment, materials, and traffic control necessary to perform the work. Traffic control devices and setup shall adhere to the latest version of the Manual on Uniform Traffic Control Devices (MUTCD). The contractor shall perform all work in a safe manner and adhere to any applicable city, state, and federal construction regulations including Occupational Safety & Health Administration (OSHA).

Excavations occurring where the ground cover is native soil shall include backfilling with clean sand. Excavations occurring where the ground cover is asphalt concrete, portland cement concrete, or other type of hard pavement, shall be restored per City of Tulsa Standard Drawings.

Located utilities shall be demarcated at grade for future location by others. Demarcation shall convey the type, size, and orientation of utility. See Exhibit 1 for typical mapping. Utility shall be located using the Global Positioning Satellite (GPS) System following the industry standard of "sub-centimeter" accuracy. The survey shall use the City provided benchmark, if one isn't provided use the City of Tulsa's ADS control network, utilizing a horizontal datum of Oklahoma State Plane North Zone NAD83 [1993] and a vertical

datum of NAVD88. Information provided to the City or requesting engineer shall include the identification of all benchmarks, control points and clearly defined identification and demarcation data of each utility located in the work order.

### **GENERAL CONDITIONS**

This item shall be for miscellaneous direct and indirect project costs required by the contract documents but not listed as a specific unit price pay item in the Proposal. Includes, but is not limited to General Conditions, Startup and Contract Bonding Requirements.

Pay Item 1 – General Conditions

### **MOBILIZATION (Each Task)**

This work shall consist of the performance of construction preparatory operations by the contractor, including the movement of personnel and equipment to the project site and for the establishment of facilities necessary to begin work on a utility locate project, within ten (10) days of notification by the Engineer. The Contractor shall make the work top priority until completion. Mobilization measured by each task shall be paid for at the contract price.

Pay Item 2 – Mobilization (Each Task)

### **UTILITY LOCATE**

The Contractor shall be paid based on the number of utilities identified per hydrovac excavation.

Payment for utility location and potholes shall be at the unit prices specified for the following items as listed in the bid schedule and shall be for the complete work including excavation, observations and survey, coordination, backfill, patching, record-keeping/reporting and all other work as required in these specifications.

Contractor shall take care when traversing lands to complete a utility locate. Contractor is responsible for replacing landscape, softscape, and/or hardscape damaged during the course of locating utilities. The Contractor shall restore or replace any damaged property or right-of-way to a condition similar or equal to that existing before excavation was performed. The restoration or replacement shall be done at no additional cost to the City.

Depth to utility will be based on the adjacent surface elevation at grade.

Invoicing shall be per the bid schedule in an approved format. Payment for Pay Item 9, Additional Depth Surcharge, 5 ft increments will be in addition to Pay Items 4, 6, 8 as necessary.

Pay Items: 3, 5 &, 7 - Surface to less than 5 ft Deep

Pay Items: 4, 6 & 8 - 5 ft Deep to 10 ft Deep

Pay Item: 9 - Additional Depth Surcharge, 5 ft increments

### **UTILITY LOCATE – GROUND PENETRATING RADAR (GPR)**

GPR equipment must have the ability to operate within the frequency range of 10 mhz to 400 mhz. All GPR operators must be trained and maintain a SIM certification or equivalent.

GPR (Pay Item #10) may only be utilized once all efforts of hydrovac excavation have been exhausted and found not viable for reporting. All GPR acquisitions must be approved by the Engineer or their designee.

The Contractor shall be paid based on the number of GPRs performed unless stated in the proposal.

Payment for utility location by GPR shall be at the unit prices specified for the following items as listed in the bid schedule and shall be for the complete work including excavation, observations and survey, coordination, backfill, patching, record-keeping/reporting and all other work as required in these specifications.

Contractor shall take care when traversing lands to complete a utility locate. Contractor is responsible for replacing landscape, softscape, and/or hardscape damaged during the course of locating utilities. The Contractor shall restore or replace any damaged property or right-of-way to a condition similar or equal to that existing before excavation was performed. The restoration or replacement shall be done at no additional cost to the City.

Depth to utility will be based on the surface elevation at grade.

Pay Items: 10 - Utility Locate; Ground Penetrating Radar, Additional Locate (EA)

Pay Items: 11 - Utility Locate; Ground Penetrating Radar, Full Day Scan (DAY)

### **VALVE BOX CLEAN OUT**

The Contractor shall be paid based on the number of valve boxes cleaned out, per the unit prices listed in the bid schedule.

Contractor shall be responsible for removing all silt and debris from valve box to allow the valve nut to be accessible by Water Operations.

Pay Items: 12 – Valve Box Clean Out

### **STORMWATER FACILITY CLEAN OUT**

The Contractor shall be paid per the unit prices listed in the bid schedule.

Contractor shall be responsible for removing all silt and debris from the culvert(s) or catch basin(s).

Pay Items: 13 – Culvert Clean Out

Pay Items: 14 – Catch Basin Clean Out

### **OWNER ALLOWANCE**

The Contractor shall be paid per the unit prices listed in the bid schedule.

The “OWNER ALLOWANCE” can be used for various work and miscellaneous items not identified in the contract documents with the following provisions:

The allowance shall be used for cost of materials, labor, installation and overhead and profit for additional work and miscellaneous items that are not included in the bid items of the contract.

The allowance shall be used only at the discretion of the City. Any allowance balance remaining at the completion of the project will be credited back to the City on the final application for payment submitted by the contractor.

The Contractor shall provide, to the City, a written request for the use of any allowance, with a schedule of values, and all associated backup information, including any time extensions required to perform the work.

The Contractor shall proceed with the work included in the allowance only after receiving a written task order, from the Project Manager and/or the Engineer authorizing such work. Proceeding with work in the allowance without written task order from the City will be at the Contractor's expense.

Pay Items: 15 – Owner Allowance

### **WORK EXPERIENCE AND AVAILABLE EQUIPMENT**

With the Bid Proposal, the bidder shall provide in writing on the attached form a minimum of three (3) references who can verify work experience. The Contractor shall have at least three (3) years of experience in utility location and potholing by the vacuum excavation method. Failure to submit the information may result in bid rejection.

The Contractor is required to have utility locating equipment and vacuum excavation equipment available. Items to be included on the attached form labeled "Contractor's Work Experience and Available Equipment Form" (EXHIBIT 2) shall be as follows:

- Project Description, address, date, contact person of client(s), telephone number and fax number.
- Itemized listing of available equipment for this contract.

Each contractor is required to furnish all personnel and equipment necessary to locate underground utilities. Typical equipment required will be a water truck, pressure truck, vacuum truck, or a truck combining any combination of those services. Other equipment may include a coring rig, skid steer loader, mini-excavator, and/or backhoe.

### **PROJECT LOCATION**

Locations for individual locates will be designated by the City of Tulsa Engineer and task orders will be issued to the contractor. Areas can be anywhere within the limits of City of Tulsa to include City operated facilities in NE Oklahoma. It is anticipated the City's design consultant will provide a map indicating the general location of known utilities within the project limits. Contractor is responsible for obtaining a Work Zone Permit and fees for each general location of utility locates.

## **QUANTITY**

The City of Tulsa does not guarantee any specific quantities of bid items. **Quantities shown on the *Detailed Bid Forms* are to establish unit prices and low bidder only.**

## **INVOICES**

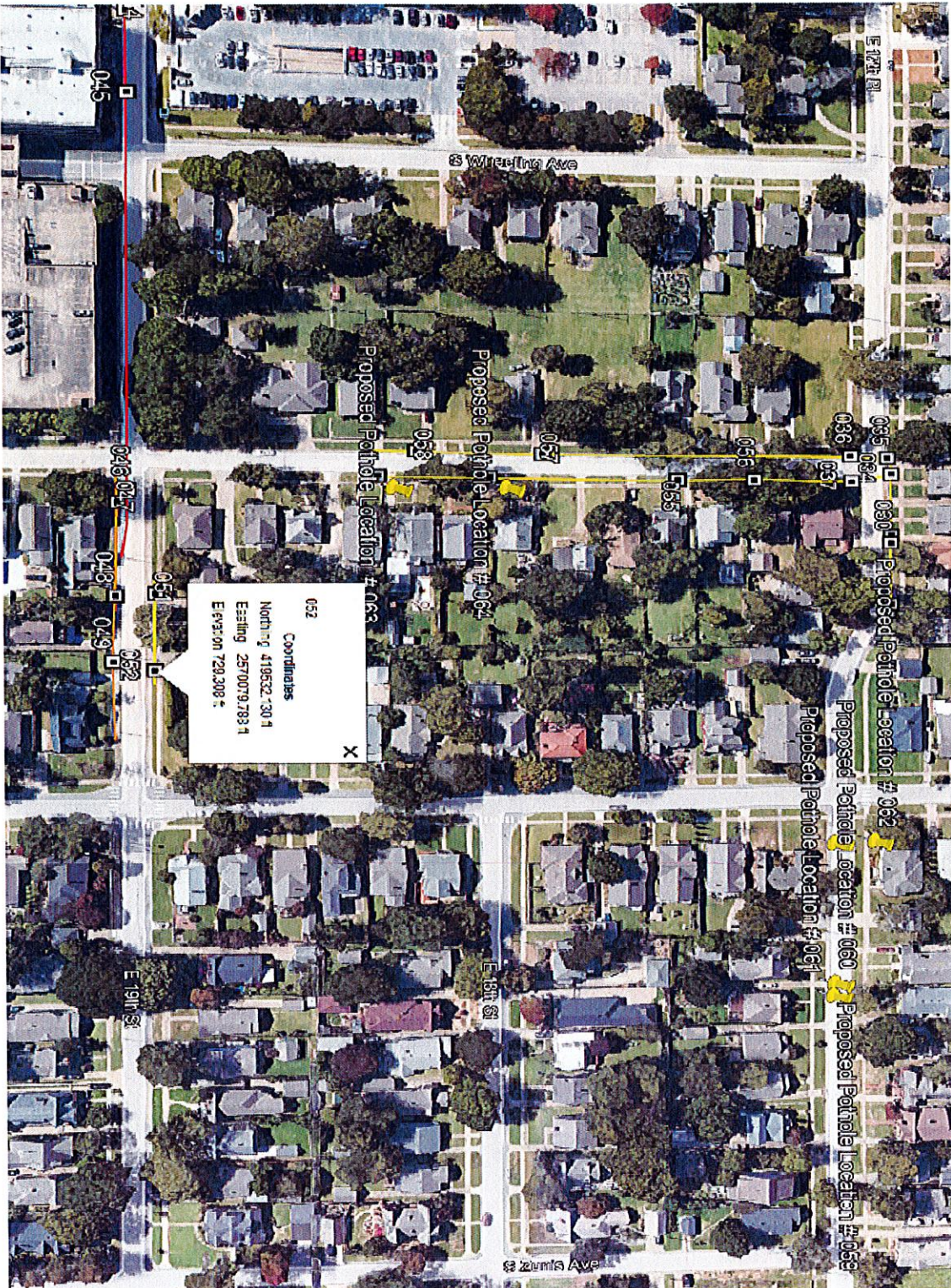
Invoices will be processed after utilities have been located and the respective report submitted. The Contractor may submit an invoice at the completion of the assigned task and when all of the required reports and documentation have been submitted and approved, for the amount of work completed. The Contractor shall be paid in full, with no retention, for each approved invoice.

### **Notes:**

1. If not already done so, it is the responsibility of the contractor to call a locating service such as the Oklahoma One-Call System (800-522-OKIE) to have utilities marked at the work site. However, the One-Call System will not locate public utilities such as storm sewer, sanitary sewer, or waterlines. However most public utilities have been documented through as-built plans. The City will provide existing as-built plans and direction to assist with locating public utilities.
2. In order to access water from City fire hydrants, flush meters must be obtained from the City of Tulsa. The contractor is responsible for any costs associated with obtaining flush meters. Contact City of Tulsa Water/Wastewater Utility Customer Service (918) 596-1859 for more information.
3. Contractor is responsible for any excavated material not suitable for backfill, including disposal site, disposal regulations, and disposal expenses. If contaminated, "hot" soil, or other potentially dangerous material is encountered, the contractor is to cease operations immediately and inform the Engineer.
4. Should settling occur in areas of backfill to the extent the area becomes a trip hazard or public safety issue, the contractor will be responsible for all material and labor to provide for additional backfill.
5. Each Unit Price will be deemed to include an amount considered by the Contractor to be adequate to cover the Contractor's overhead and profit for each separately identified item.

# EXHIBIT 1

KMZ File





Utility Location Data

Underground Utility Locate Company Address Contact Information	Utility Location Data				COT-170065
<b>LOCATE # 001</b> Gas (ONG) 12" Steel 10' 3" Deep Native	<b>LOCATE # 002</b> Gas (ONG) 12" Steel 11' 4" Deep Native	<b>LOCATE # 003</b> Gas (ONG) 2" Steel 6' 7" Deep Native	<b>LOCATE # 004</b> Gas (ONG) 2" Steel 6' 5" Deep Native	<b>LOCATE # 005</b> Comm (ATT) 4" PVC 3' 7" Deep Native	
<b>LOCATE # 006</b> Comm (ATT) 4" PVC 3' 7" Deep Native	<b>LOCATE # 007a</b> Gas (ONG) 2" Steel 5' 9" Deep Native	<b>LOCATE # 007b</b> Unknown 3" PVC, 12 1/6" Wire 2' 3" Deep Same Hole	<b>LOCATE # 008</b> Comm (ATT) 3/4" Cable 2' 9" Deep Native	<b>LOCATE # 009</b> Comm (ATT) 4" PVC 2' 10" Deep Native	
<b>LOCATE # 010</b> Comm (ENCORE) 3-1 1/2" PVC 3' 9" Deep Native	<b>LOCATE # 011</b> Gas (ONG) 1" Steel 1' 7" Deep Native	<b>LOCATE # 012</b> Gas (ONG) 1" Steel 2' 8" Deep Native	<b>LOCATE # 013</b> Comm (ATT) 3/4" Cable 2' 9" Deep Native	<b>LOCATE # 014</b> Comm (ATT) 4" PVC 2' 2" Deep Native	
<b>LOCATE # 015</b> Gas (ONG) 2" Steel 5' 1" Deep Native	<b>LOCATE # 016</b> Gas (ONG) 2" Steel 4' 2" Deep Native	<b>LOCATE # 017</b> Gas (ONG) 2" Steel 4' 1" Deep Native	<b>LOCATE # 018</b> Comm (ATT) 3/4" Cable 1' 2" Deep Native	<b>LOCATE # 019</b> Comm (ATT) 4" PVC 8' 3" Deep Native	
<b>LOCATE # 020</b> Comm (ATT) 3/4" Cable 3' 0" Deep Native	<b>LOCATE # 021</b> Comm (ATT) 4" PVC 6' 7" Deep Native	<b>LOCATE # 022</b> Gas (ONG) 1" Steel 2' 2" Deep Native	<b>LOCATE # 023</b> Gas (ONG) 1" Steel 4' 11" Deep Native	<b>LOCATE # 024</b> Gas (ONG) 2" Steel 3' 2" Deep Native	
<b>LOCATE # 025</b> Comm (ATT) 3/4" Cable 3' 2" Deep Native	<b>LOCATE # 026</b> Comm (ATT) 4" PVC 5' 7" Deep Native	<b>LOCATE # 027</b> Gas (CONCO) 12" Steel 4' 2" Deep Native	<b>LOCATE # 028</b> Gas (CONCO) 12" Steel 5' 0" Deep Native	<b>LOCATE # 029a</b> Comm (ATT) 3/4" Cable 4' 11" Deep Native	
<b>LOCATE # 029b</b> Unknown 1 1/4" PVC 1' 4" Deep Same Hole	<b>LOCATE # 030</b> Comm (ATT) 4" PVC 3' 2" Deep Native	<b>LOCATE # 031</b> Gas (ONG) 4" Steel 4' 2" Deep Native	<b>LOCATE # 032</b> Comm (ATT) 1" PVC 3' 5" Deep Native	<b>LOCATE # 033</b> No Utility Found Hit Rock 8' 2" Deep Electronically Located 13' 3" Deep Native	
<b>LOCATE # 034</b> Comm (ATT) 4" PVC 5' 10" Deep Native	<b>LOCATE # 035</b> Gas (ONG) 4" PVC 3' 2" Deep Native	<b>LOCATE # 036</b> Gas (ONG) 4" PVC 2' 7" Deep Native	<b>LOCATE # 037</b> Gas (ONG) 2" Steel 3' 11" Deep Native	<b>LOCATE # 038</b> No Utility Found Hit Rock 8' 0" Deep Electronically Located 10' 6" Deep Native	
<b>LOCATE # 039</b> No Utility Found Hit Rock 7' 5" Deep Electronically Located 10' 0" Deep Native	<b>LOCATE # 040</b> Gas (ONG) 2" Steel 3' 5" Deep Native	<b>LOCATE # 041</b> No Utility Found Hit Rock 3' 2" Deep Electronically Located 4' 2" Deep Native	<b>LOCATE # 042</b> No Utility Found Hit Rock 3' 2" Deep Electronically Located 4' 0" Deep Native	<b>LOCATE # 043</b> Comm (ATT) 3/4" Cable 2' 2" Deep Native	

Utility Survey Data

Underground Utility Locate Company

7/6/2023

Address

Contact Information

COT - Proj #170065-A E 91st ST

SUL POTHOLE	Northing	Easting	Latitude	Longitude	Elev.
1	382327.40	2593475.35	N 36°01'53.79398"	W 95°53'10.08551"	708.05
2	382468.87	2593470.86	N 36°01'55.19372"	W 95°53'10.10267"	708.07
3	382477.65	2593557.79	N 36°01'55.26182"	W 95°53'09.04221"	706.08
4	382478.48	2593587.66	N 36°01'55.26358"	W 95°53'08.67837"	705.59
5	382463.04	2593556.68	N 36°01'55.11760"	W 95°53'09.05961"	705.56
6	382468.27	2593603.53	N 36°01'55.15925"	W 95°53'08.48795"	705.43
7	382478.62	2593736.38	N 36°01'55.23294"	W 95°53'06.86800"	704.61
8	382476.38	2593737.00	N 36°01'55.21064"	W 95°53'06.86109"	704.47
9	382468.45	2593744.44	N 36°01'55.13059"	W 95°53'06.77259"	701.22
10	382363.86	2593584.58	N 36°01'54.13094"	W 95°53'08.74634"	704.98
11	382460.82	2593807.31	N 36°01'55.04166"	W 95°53'06.00932"	700.36
12	382380.42	2593802.09	N 36°01'54.24782"	W 95°53'06.09420"	703.92
13	382477.77	2593911.14	N 36°01'55.18689"	W 95°53'04.74102"	702.26
14	382469.10	2593911.02	N 36°01'55.10119"	W 95°53'04.74473"	700.84
15	382483.62	2593911.34	N 36°01'55.24469"	W 95°53'04.73708"	702.42
16	382447.32	2593925.84	N 36°01'54.88264"	W 95°53'04.57020"	701.93
17	382453.15	2594117.86	N 36°01'54.89895"	W 95°53'02.23120"	698.58
18	382487.67	2594112.26	N 36°01'55.24147"	W 95°53'02.29026"	701.19
19	382476.94	2594110.04	N 36°01'55.13580"	W 95°53'02.32013"	700.43
20	382489.09	2594161.76	N 36°01'55.24484"	W 95°53'01.68735"	700.09
21	382480.27	2594163.94	N 36°01'55.15707"	W 95°53'01.66314"	699.25
22	382456.09	2594217.31	N 36°01'54.90651"	W 95°53'01.01993"	696.63
23	382421.73	2594215.73	N 36°01'54.56720"	W 95°53'01.04820"	697.25
24	382459.05	2594291.86	N 36°01'54.91975"	W 95°53'00.11158"	695.42
25	382488.38	2594310.18	N 36°01'55.20574"	W 95°52'59.88090"	698.11
26	382484.13	2594309.71	N 36°01'55.16384"	W 95°52'59.88769"	697.65
27	382360.90	2594311.86	N 36°01'53.94497"	W 95°52'59.89419"	696.87
28	382363.66	2594370.92	N 36°01'53.95958"	W 95°52'59.17458"	695.78
29	382493.52	2594440.51	N 36°01'55.22846"	W 95°52'58.29305"	694.43
30	382486.76	2594440.49	N 36°01'55.16170"	W 95°52'58.29512"	694.16
31	382462.16	2594510.40	N 36°01'54.90338"	W 95°52'57.45067"	690.70
32	382422.62	2594478.16	N 36°01'54.51934"	W 95°52'57.85360"	690.13
33	382470.51	2594488.76	N 36°01'54.99055"	W 95°52'57.71189"	691.50
34	382489.50	2594552.57	N 36°01'55.16454"	W 95°52'56.93003"	690.92
35	382435.60	2596247.56	N 36°01'54.26557"	W 95°52'36.31208"	677.29
36	382434.32	2596277.27	N 36°01'54.24654"	W 95°52'35.95078"	677.18
37	382463.82	2594629.71	N 36°01'54.89401"	W 95°52'55.99791"	688.10
38	382433.89	2594722.10	N 36°01'54.57819"	W 95°52'54.88118"	688.25
39	382433.76	2594727.00	N 36°01'54.57587"	W 95°52'54.82162"	688.41

EXHIBIT 2  
CONTRACTOR'S WORK EXPERIENCE FORM  
Underground Utility Locate Services

Project Description:

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Project Address:

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Project Date:

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Client Contact Person:

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Client Phone No.:

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Client Fax No.:

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Project Description:

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Project Address:

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Project Date:

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Client Contact Person:

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Client Phone No.:

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Client Fax No.:

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Project Description:

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Project Address:

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Project Date:

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Client Contact Person:

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Client Phone No.:

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Client Fax No.:

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