



Addendum #2

Date: December 4, 2019

To: All Bidders

From: Optima Engineering, PA
Charlotte, NC

Re: **UNC Charlotte IT Infrastructure Upgrades – Rowe, Storrs & Reese**
SCO #18-19671-02A

NOTICE TO BIDDERS

Bidder is hereby notified that this Addendum shall hereby become a part of the Construction Documents and the official Contract Documents and shall be attached to the Project Manual for the Project.

The following items are intended to revise and clarify the Drawings and the Project Manual. The bidder shall see that their Sub-Bidders are in full receipt of the information contained herein.

General Note:

This Addendum includes the following groups and subsequent “items” referring to various parts of the Contract Documents. Note that some “items” refer to Specification Sections which are attached at the back of the Addendum.

GENERAL REQUIREMENTS

1. Pre-Bid Meeting Minutes: (Meeting Date December 2, 2019 – at UNC Charlotte – Cone 111) at 10am.
 - a. Meeting minutes with Sign-In sheet of attendees attached.
 - b. Good Faith Efforts documents MBE information
 - c. Plan Holder’s List – List of GC’s who have downloaded documents from Optima Sharefile site.

Drawing Sheets:

1. No items.

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RESPONSES TO EMAIL QUESTIONS (NOTE: QUESTIONS AND RESPONSES ARE INCLUDED HERE ONLY IF THEY ARE NOT RESPONDED TO ELSEWHERE IN THIS ADDENDUM):

1. Will list of all GCs bidding, PowerPoint, Agenda, Minutes, and Addendum be provided to all?
Answer: Yes, all materials will be sent out post-meeting.
2. Will low-voltage be bid through GC or Electrical?
Answer: Owner is fine with what GC prefers.
3. Is conduit and wall types given in plans?
Answer: Yes, Specific wall types and/or required raceways have been called out in plans.
4. Is the project phased at all?
Answer: Possibly based on base bid and alternate pricing.
5. Do the alternate bid buildings have specific start dates?
Answer: That is all dependent on scheduling, pricing, time, and schedule. While each building is phased independently, there is nothing that ties Reese and Rowe to Storrs from a timeline perspective.
6. Is SCO involved in this? Will this require 3 separate inspections, 3 separate meetings, and is a project monitor involved?
Answer: Yes, this is an SCO project, so a project monitor is involved. Inspections are dependent on when they start, but there will be monthly meetings per SCO.
7. When is the project scheduled to start?
Answer: Start dates of Feb 1, 2020 and May 15, 2020 can be found in the supplemental general conditions Article 23.
8. Will GCs be issued keys for after-hours access?
Answer: Building keys will be placed in boxes for GC use and access cards will be given to GC.
9. Parking for overnight access on campus?
Answer: No overnight parking on campus. Parking is available on HWY 29 at the Starlight Cinema. During the summer, Lot 6 will be used for contractor parking but that's not until schools out, 2 ½ months of parking on site. Refer to supplemental general conditions, Article 38, attached for instruction.
10. Do Owner preferred alternates have a spot on the Owner's bidder form (NTB)?
Answer: Yes, alternates are included in Addendum #2 on first page of NTB.
11. Is there an alternate for owner preferred materials?
Answer: No, Provide as specified.
12. Who will coordinate access to sensitive areas (e.g. certain Reese admin offices)?
Answer: Per the Owner, when the schedule is issued UNCC will help coordinate as appropriate for more sensitive areas.
13. Does Reese have film on existing windows?
Answer: Yes.
14. Is fiber between buildings complete?
Answer: Yes, Outside plant cabling is existing and/or will be provided by UNC Charlotte.
15. Will any building footprint change?
Answer: There will be no footprint change. Any reworked rooms will be within existing building footprint.

End of Addendum #2

Attachments Included:

- Pre-bid Meeting Minutes and Sign-In sheet
- UNC Charlotte Good Faith Efforts Document
- Plan Holders List
- PowerPoint Presentation
- Article 38 – Use of Premises
- Revised Notice to Bidders



**UNC CHARLOTTE
IT INFRASTRUCTURE UPGRADES
PREBID MEETING MINUTES**

12.2.2019, 10:00 AM

CONE UNIVERSITY CENTER | ROOM 111

1. WELCOME / TOM CAPODICASA, OPTIMA ENGINEERING
 - a. WELCOME TO THE PRE-BID FOR THE UNCC IT INFRASTRUCTURE UPGRADES.
 - b. THIS IS A STATE CONSTRUCTION PROJECT. THE SCO ID NUMBER IS 18-19671-02A.
 - c. THIS IS A NOT MANDATORY PRE-BID. ALL ATTENDEES SIGN IN THE SIGN IN SHEET PROVIDED. ATTENDEE LIST WILL BE PROVIDED IN THE MINUTES ISSUED FROM THIS MEETING.

2. INTRODUCTION OF PROJECT TEAM
 - a. TEAM INTRODUCES THEMSELVES
 - i. TOM CAPODICASA: OPTIMA ENGINEERING
 - ii. JANA HARTENSTINE, MATT ALLEN: WATSON TATE SAVORY ARCH.

3. THE AGENDA FOR THE MEETING IS AS FOLLOWS:
 - a. PROJECT OVERVIEW – BUILDING DESIGN POWER POINT REVIEWING SITE, PROGRAM, PLANS AND DESIGN.
 - b. BIDDING OVERVIEW
 - i. THIS MEETING SERVES AS A PUBLIC HEARING FOR OWNER PREFERRED ALTERNATES.
 - ii. WE WILL REVIEW RULES, DATES AND DEADLINES OF ADDENDA, RFI'S, SUBSTITUTION REQUESTS, AND BIDS.
 - iii. DOROTHY VICK INTRODUCE HUB REQUIREMENTS
 1. 10% HUB REQUIREMENT
 2. LIST OF HUB FIRMS PROVIDED IF YOU CONTACT DOROTHY VICK BY 12/4/2019 AT 5 PM.
 3. DEADLINE TO NOTIFY MINORITY FIRMS BY 12/6/2019 AT 5 PM.

4. PROJECT DESIGN – POWERPOINT SLIDE SHOW
 - i. INTRODUCTION
 1. OVERVIEW: Existing ITS systems in each building will be replaced in their entirety with a new system utilizing Cat 6A infrastructure throughout. A new parallel system will be installed with the existing system to minimize downtime at conversion to new system. New MDF and IDF equipment will be provided with 20%

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future expansion capability. New cooling and power systems will be provided for new ITS Rooms.

Storrs: 94,000 sf, 2-story

Rowe: 73,615 sf, 2-story

Reese: 46,700, 6-story

5. SITE LOCATION: CAMPUS MAP

SITE LOCATION IS ALONG UNIVERSITY ROAD AND TO THE WEST OF MARY ALEXANDER ROAD. SOUTH OF RDH AND EAST OF SOUTH VILLAGE (SOVI).

6. CONSTRUCTION SITE ACCESS / TBD

- a. CAMERON DRIVE IS THE SITE ENTRANCE.
- b. PARKING IS AT THE STARLIGHT CINEMA OFF HWY 29

7. PLAN AND DESCRIPTION:

- a. STORRS: BASE BID The existing building is a 2-story structure, approximately 94,000 square feet. The building currently has three IT spaces in the building. A shared IT/AV Room (Room 178) on the first floor and two closets (236A and 271A) on the second floor. Room 178 will continue to be used for AV and the two existing closets will be used as storage closets. New IT Rooms will be created, two required on each floor. The majority of the ceilings in the building are hard (sheetrock) ceilings with few existing access panels. New access panels will be required for cabling access during the construction process.
- b. ROWE: ALTERNATE 1 The existing building is a 2-story structure, approximately 73,615 square feet. The building currently has two IT Rooms, one on each floor. The First Floor Room will be reused. The existing Second Floor IT Room 217 is inadequately sized and will be expanded into Room 215. The remaining space in 215 will be utilized as a Graduate Student Office. The majority of the ceilings in the building consist of acoustical ceiling tile and are accessible from below. The plenum has varying usable clearance due to ductwork and other utilities.
- c. REESE: ALTERNATE 2 The existing building is a 6-story structure, approximately 46,700 square feet. The building currently has two IT spaces located on the second and fourth floors with cabling feeding up and down to serve floors above and below each room. The existing rooms are not adequately sized for the new cabling requirements, new rooms will be required on each level with the exception of the Ground Floor. The majority of the ceilings consist of acoustical ceiling tile and are accessible from below.

8. BIDDING OVERVIEW

- a. BID WILL BE RECEIVED FOR SINGLE PRIME CONTRACT ONLY.
- b. ALL PROPOSALS SHALL BE LUMP SUM.
- c. ALL INFORMATION IS INCLUDED ON THE NOTICE TO BIDDERS.
- d. SEALED PROPOSALS WILL BE RECEIVED BY UNC CHARLOTTE UNTIL 2:00 PM ON TUESDAY, DECEMBER 17, 2019 AT THE CONE UNIVERSITY CENTER, ROOM 112. CLOCK SET BY GOOGLE.
- e. PLANS ARE AVAILABLE AS FOLLOWS:
 - i. Electronic copies of the plans, specifications and contract documents will also be provided electronically to all bidders. Contact for electronic plans and specifications:
Optima Engineering

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- ii. Please notify Allyssa Calderhead (acalderhead@optimaengineering.com) by email with Subject line exactly as follows: “UNCC IT Upgrades; (your company name); BID DOCUMENT REQUEST”.
 - 1. Include your company name, contact information, emails, and phone numbers in the body of your email. A bidders list will be developed from this information.
 - 2. cc: tcapodicasa@optimaengineering.com
- iii. Digital (Electronic) plans, specifications and contract documents are available at the following;
 - 1. Construct Connect at content@constructconnect.com, (800) 364-2059
 - 2. North Carolina Offices of Dodge Data & Analytics (formerly McGraw-Hill Construction) – Customer Service – (800) 393-6343
 - 3. Metrolina Minority Contractors Association (MMCA) – mmca@mmcaofcharlotte.org, (877) 526-6205,
- i. Bidders who will not attend the Bid Opening need to ensure their sealed bids are delivered NO LATER THAN 2 PM ON 12/17/2019.
- ii. Questions until 12/5/2019.
- iii. Mailed Proposals TO GO TO:
 - 1. Attn: Ms. Joyce Clay – Capital Projects, The University of North Carolina at Charlotte Facilities Management – Capital Projects 9201 University City Boulevard Charlotte, NC 28223-0001
 - 2. FOLLOW INSTRUCTIONS ON INSTRUCTIONS TO BIDDERS
 - a. Bids to be clearly marked per NCGS 143-132 in sealed envelopes.
 - 3. ACKNOWLEDGE ALL ADDENDA ON PROPOSAL PAGE. COMPLETE SIGNATURE PAGE.
 - 4. COMPLETELY FILL IN FORM OF PROPOSAL INCLUDING ALTERNATES AND OWNER PREFERRED ALTERNATES, UNIT PRICES AND ALL MINORITY BUSINESS PARTICIPATION REQUIREMENT AND PROVIDE AFFIDAVIT A OR B, WHICH DOROTHY WILL REVIEW.
 - 5. PROVIDE BID BOND.

a. This meeting will serve as a public hearing for the Owner Preferred Alternates. Alternates have been included per state guidelines and the design team has made an effort to keep them fairly simple – This is a small project, and the intent is to make this quantity of alternates easy to quantify and not complex. Alternates are defined in 012300 and throughout the Construction Documents. Schedule of Owner Preferred Alternates as follows:

- **Owner Preferred Alternate No. 1:** DOOR CLOSERS LCN 4011/4111 Series Closers
- **Owner Preferred Alternate No. 2:** SCHLAGE LOCKSETS
- **Owner Preferred Alternate No. 3:** ACCESS CONTROL: OPA: OPEN OPTIONS

9. ATTENDEES INTRODUCTION

10. OWNER COMMENTS

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11. BIDDER QUESTIONS - State Questions and allow them to be documented. All questions will be documented and issued in Addendum 2 – whether answered here today or not. Please review notes after they are issued, because there may be additional information given to answers stated in this meeting today.

12. SITE WALKTHROUGH

REESE

- BREAKROOM / RM 116 BREAKROOM
 - WILL BE REWORKED INTO IT ROOM, ADDING A NEW ACCESS DOOR.
- ELEC RM WILL STAY IN PLACE AND EQUIPMENT WILL REMAIN AS IS IN ROOM.
- IT CLOSETS DON'T STACK IN BUILDING.
- ATC ENTIRE BUILDING

NOTE FROM DOUG WALTERS (UNCC) : GC SHOULD BE SENSITIVE TO THOSE IN BUILDING DURING CONSTRUCTION. COVERING UP DESKS AND PROTECTING WORKSPACES SHOULD BE A PRIORITY.

- 1ST FLOOR OFFICE SPACE WALKTHROUGH (UPGRADED WITHIN THE LAST 5 YEARS)
- 2ND FLOOR IT ROOM
- REESE SITE WALK COMPLETE.

ROWE

- IT ROOM / RM 142
 - RACK NEEDS CONDENSED.
- 1ST FLOOR, BUILD PARALLEL SYSTEM IN ATC CEILINGS
- PINCH POINTS NOTED BY TOM CAPODICASA (OPTIMA)
- ACCESS PANELS AREN'T AS MUCH AS A SERIOUS ISSUE AS IN STORRS
- IT ROOM / RM 217
 - ROOM WHERE NEW GRADUATE OFFICE WILL BE BUILT.
- ROWE SITE WALK COMPLETE.

STORRS

- MOSTLY HARD CEILINGS
- WOOD LAB / RM 130
 - WALLING OFF PORTION, PROVIDING A DOOR FROM MAIN CORRIDOR

NOTE FROM JANA HARTENSTINE (WTS ARCH): EXISTING CEILING TILE IS NO LONGER AVAILABLE. NEW TILE WILL BE REQUIRED WHERE CHANGES OCCUR.

- STUDENT WORKSPACE / RM 174
 - NEW CEILINGS
 - NEW LIGHTING
 - PULL UP CARPET, NEW FLOOR (POLISHED CONCRETE)
 - ADJUSTMENTS IN HVAC (DUCT PLACEMENT)
 - REMOVE WINDOW
 - REPLACE TACKBOARDS
 - NEW IT/AV ROOM WILL BE ON OTHER SIDE OF SPACE
- OFFICE / RM 276
 - WILL ABSORB ROOM NEXT DOOR AND SPLIT INTO OFFICE SPACES
 - IT ROOM WILL BE CARVED OUT
 - NEW CARPET, CEILINGS TO MATCH
- LAB / RM 230
 - PRINT LAB ACCESS TO DOOR AT RIGHT FROM CORRIDOR
 - CURRENT ROOM WILL MERGE WITH COMPUTER LAB
 - A NEW IT ROOM WILL BE ADDED AT END OF COMPUTER LAB FOR IT ROOM
 - TYPICAL WINDOW REPLACEMENT WILL BE WITH TYPICAL WIRE GLASS
- PRINT LAB / RM

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- EXISTING PRINT LAB WILL BE REPLACED WITH NEW COMPUTER LAB
 - BACK OF NEW LAB WILL HAVE A FACULTY OFFICE
- STORRS SITE WALK COMPLETE.

SITE WALKTHROUGH END - ALL DISMISSED.

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12.2.2019

~~11.14.2019~~ 10:00 AM RM 119 | Facilities Mgmt. Building

NAME	COMPANY/ADDRESS	TELEPHONE	EMAIL
Tom Capodicasa	Optima, 1927 S. Tryon	704-927-1794	tcapodicasa@optimaengineering
DOROTHY VICK	UNC CHARLOTTE	704-687-0527	d/vick@unc.edu
JOHAN MARTE	UTD TECHNOLOGY 11190 DOWNSW RD PINEVILLE, NC	704-612-0121	JOHAN.MARTE@UTDTECH.COM
William Kalis	3461 St Vardell Ln. Charlotte NC	704 290-4453	William.Kalis@PlasticCoatingsNC.com
Mark Fassar	Heartland Contracting Indian Trail NC	704 882 3004	MFassar@heartlandnc.com
Tim McUellan	Miles-McUellan Construction	704 900 1174	tim.mcuellan@mmbuildings.com
Josh Craft	Shiel Sexton	704 675 - 4088	Jcraft@shielsexton.com
Russ Merrell	1600 N Grahams ST, CHARLOTTE	828-610-1415	russell.merrell@dcj-nc.net
JT Robertson	1600 N Graham St Charlotte	980 207 8823	jtrobertson@DCJ-NC.NET
John Trautz	Tyler 2 Construction	707-229-7229	JTrautz@tyler2construction.com
Jay Puckett	Tyler 2 Construction	704-860-7816	jpuckett@tyler2construction.com
JASON TUCKER	CSI 7677 Old Plank Rd. Stanley	704.489.1187	jtucker@csi-ti.net
Doug Watters	UNC CHARLOTTE	704-687-0523	dewatters@unc.edu
Jason Mitchell	I.L. Long	336 661 1887	j.mitchell@illong.com
Math Allen	Watson Tole Savory	336-508-2100	mathallen@watsontolesavory.com
Jana Hartenstein	WTS	704-749-5181 x210	



NAME	COMPANY/ADDRESS	TELEPHONE	EMAIL
CHRIS LUECK	1750 Hwy 160 ^w Ft. Mill, SC 29708	704.497.9417	CLUECK@CPWINDOWFILMS.COM
Brendan Whitfield	1911 Associates Lane Charlotte, NC	571-748-8962	BWhitfield@A3communications.com
Matt Whitfield	1911 Associates Lane Charlotte, NC	704-956-3908	mwhitfield@A3communications.com
Karyn Horne	UNC Charlotte		
Shaun Laving	CSI Inc	704.489.1181	slaving@csi-ti.net

UNC Charlotte
“Good Faith Effort” Requirements
IT INFRASTRUCTURE UPGRADES

The MBE participation goal for this project is ten (10) percent. This information is provided as a guide for firms who may be new to UNC Charlotte and may not be familiar with our expectations regarding minority business participation on State Construction Contracts. Bidders should be familiar with the ***Guidelines for Recruitment & Selection of Minority Businesses for Participation in State Construction Contracts*** as well as the applicable bid forms;

Identification of HUB Certified/Minority Business Participation form – Only list minority firms that you will use as construction subcontractors, vendors, suppliers or professional service providers on this project. The bidder cannot list himself on this form as he cannot subcontract to himself. **Note:** This form should be submitted with your bid, even if left blank.

Affidavit A – Listing of Good Faith Efforts – the bidder is certifying that he has made a good faith effort to comply under those areas checked on the form. Do not check a Good Faith Effort item unless you can provide the following;

1. Contacting minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor or available on State or local government maintained lists **at least 10 days before the bid or proposal date** and notifying them of the nature and scope of the work to be performed.

Example: Copies of written (emailed or faxed) notification to minority businesses and copies of quotes/proposals received for work solicited to minority businesses. Notification should include, at a minimum, project location, location where plans and specifications may be obtained or viewed, trade or scopes of work for which subcontracts are being solicited, contact person within the prime contractor organization.

Be sure to maintain a telephone log to confirm that minority firms received your IFB. The log should contain the date contacted, telephone number, and name of the individual representing the minority firm who acknowledged receipt of your IFB. ***Also maintain a telephone log to confirm that minority firms acknowledged a “bid/no bid” to your IFB.*** The log should contain the date contacted, telephone number, and name of the individual representing the minority firm who acknowledged “bid/no bid” to your IFB.

2. Making the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bid or proposals are due.

Example: Copies of written (emailed or faxed) notification to minority businesses should include, at a minimum, project location, location where plans and specifications may be obtained or viewed, trade or scopes of work for which subcontracts are being solicited, contact person within the prime contractor organization.

3. Breaking down or combining elements of work into economically feasible units to facilitate minority participation.

Example: Document steps taken to segment elements of work into economically feasible units to meet minority business availability. Identify sub-contractors/suppliers/consultants and scope of work involved in segmenting.

Be sure that you are soliciting quotes from **at least** three (3) minority firms in scopes of work that typically have adequate numbers of minority firms available that can perform the work required (hauling, concrete, flooring, masonry, painting, electrical suppliers, etc.). Do not solicit quotes

from minority firms in those scopes of work that typically do not have minority firms available that can perform the work required (elevators, fire suppression systems, roofing, etc.). If there are minority firms that you typically use on your projects then by all means, feel free to use them, if you are sure you are receiving reasonable pricing and quality work.

4. Working with minority trade, community or contractor organization identified by the Office for Historically Underutilized Businesses (HUB) and included in the bid documents that provide assistance in recruitment of minority businesses. **Note:** Minority plan rooms are not applicable.
Example: Provide a copy of meeting minutes between prime contractor and minority trade, community or contractor organization. At minimum the following topics should be discussed/reviewed during the meeting: project location; location where plans and specifications may be obtained or viewed; trade or scopes of work for which subcontracts are being solicited; bonding requirements; insurance requirements; prime contractor's contact person; minority trade, community or contractor organization contact person; strategies to segment elements of the work into economically feasible units to meet minority business availability; strategies to increase minority business utilization through joint ventures and/or partnerships; notification that the meeting will be counted toward the contractor's good faith effort.
Example: Maintain a copy of the request, and have the date, telephone number and name of the individual who acknowledged receipt of your request and information regarding any/all assistance provided by the organization
5. Attending any pre-bid meetings scheduled by the public owner.
Example: Attendance will be verified by conference sign-in sheet.
6. Providing assistance in getting required bonding or insurance or providing alternatives to bonding or insurance for subcontractors.
Example: Documentation describing the type of assistance provided or offered to minority businesses. Provide names and contacts of minority businesses to which assistance was offered and names of the contact person of bonding companies or financial institutions offering assistance.
7. Negotiating in good faith with interested minority businesses and not rejecting them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
Example: Document number of bids received from minority businesses in the trade or scopes of work for which subcontracts are being solicited, the number of minority businesses that submitted low bids or proposals, the number of minority businesses the bidder has offered to negotiate prices or services, and the number of minority businesses the bidder has agreed to utilize on the project, outline steps taken.
8. Providing assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required or assisting minority businesses in obtaining the same unit pricing with the bidders supplier.
Example: Document names, addresses and telephone numbers of minority businesses to which assistance was offered, outline steps taken. Give dates assistance was offered and document outcome.
9. Negotiating joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
Example: Provide a copy of joint venture or partnership arrangements between bidder and minority business.

10. Providing quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

Example: Provide a copy of quick pay agreements and/or policies and document the number of minority businesses that will utilize the quick pay agreement. Provide a copy of the quick pay agreement between bidder and minority business.

Note: *Referencing the Good Faith Efforts listed above in your IFB is not enough. You must be able to document your efforts.*

Affidavit B – Intent to Perform Contract with Own Workforce – In making this certification the bidder is stating that he does not customarily subcontract elements of this type project and normally performs and has the capability to perform and will perform all elements of the work on this project with his own current workforce. The bidder agrees to make a Good Faith Effort to utilize minority suppliers where possible. “**Self-performing**” means the contractor has all equipment, personnel and supplies on hand to perform the contract. If the contractor needs to purchase supplies or rent equipment and operators to perform the work, then the contractor **is not** self-performing and should make efforts to purchase supplies or equipment, or temporary labor from minority firms. **Note:** No other Affidavits are required if the Bidder meets this criteria.

Affidavit C – Portion of the Work to be Performed by HUB Certified/Minority Businesses – This form is to be submitted only by the apparent lowest responsible, responsive bidder with equal to or greater than 10% minority participation.

Affidavit D – Good Faith Efforts – This form is to be submitted only by the apparent lowest responsible, responsive bidder with less than 10% minority participation along with their backup documentation.

Minority-owned Pre-qualified Bidders – **must also** meet the minority participation goals set for the project. Work performed by the minority-owned pre-qualified bidder will be counted towards the minority participation goal **only if** the minority contractor is **self-performing** and submitted Affidavit B.

Certification Requirements – Ensure the minority firms you contact for subcontracting opportunities are listed in the Statewide Uniform Certification (SWUC) Vendor database as **only firms** listed in the SWUC Vendor database, at the time of contract award, **will be counted** towards the minority participation goal for this project. Go to <http://www.doa.nc.gov/hub/searchhub.aspx> for access to the SWUC Vendor database.

Assistance:

Email the UNC Charlotte HUB Coordinator, Dorothy Vick (704-687-0527), no later than 12:00 Noon, Thursday, December 5, 2019 to dlvick@uncc.edu (Email Subject: UNCC IT Upgrades) for
the following;

1. **Assistance in finding certified minority firms who have worked on UNC Charlotte projects and who can perform the scopes of work (site work, concrete, electrical, etc.) you are seeking, and/or**
2. **A list of minority trade, community or contractor organizations** identified by the Office for Historically Underutilized Businesses that provide assistance in recruitment of minority businesses.

(03/15/17)

**IT INFRASTRUCTURE UPGRADES PRE-BID CONFERENCE
UNC CHARLOTTE
12.2.2019**

WELCOME & INTRODUCTIONS



UNC Charlotte
IT Infrastructure Upgrades
12.02.2019

AGENDA

PROJECT OVERVIEW

BIDDING OVERVIEW

**OWNER PREFERRED ALTERNATES.
BID SCHEDULE & REQUIREMENTS
HUB REQUIREMENTS**

BIDDER QUESTIONS

SITE WALK

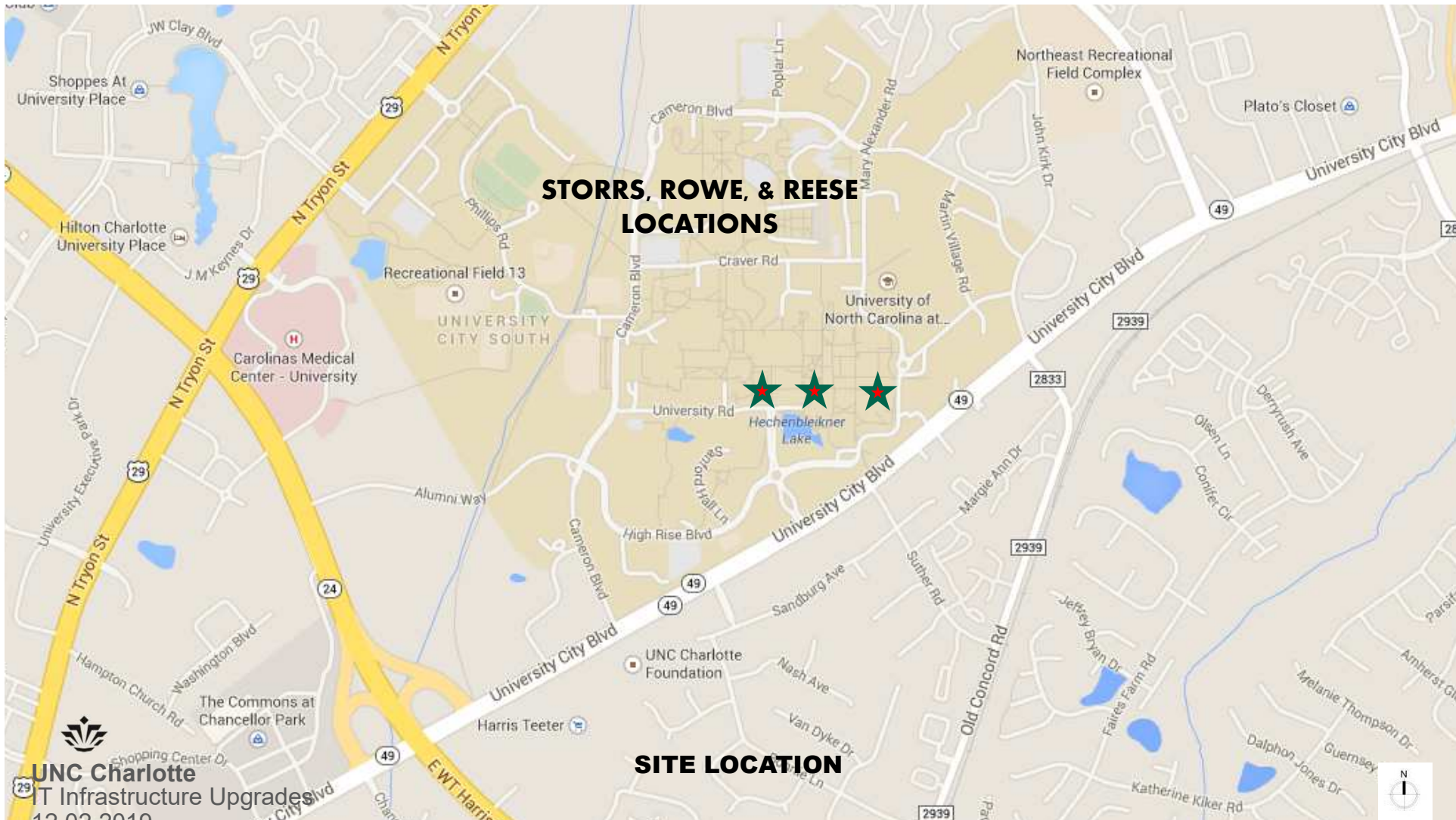


Existing ITS systems in each building will be replaced in their entirety with a new system utilizing Cat 6A infrastructure throughout. A new parallel system will be installed with the existing system to minimize downtime at conversion to new system. New MDF and IDF equipment will be provided with 20% future expansion capability. New cooling and power systems will be provided for new ITS Rooms.

- *Storrs: 94,000 sf, 2-story*
- *Rowe: 73,615 sf, 2-story*
- *Reese: 46,700, 6-story*


OVERVIEW



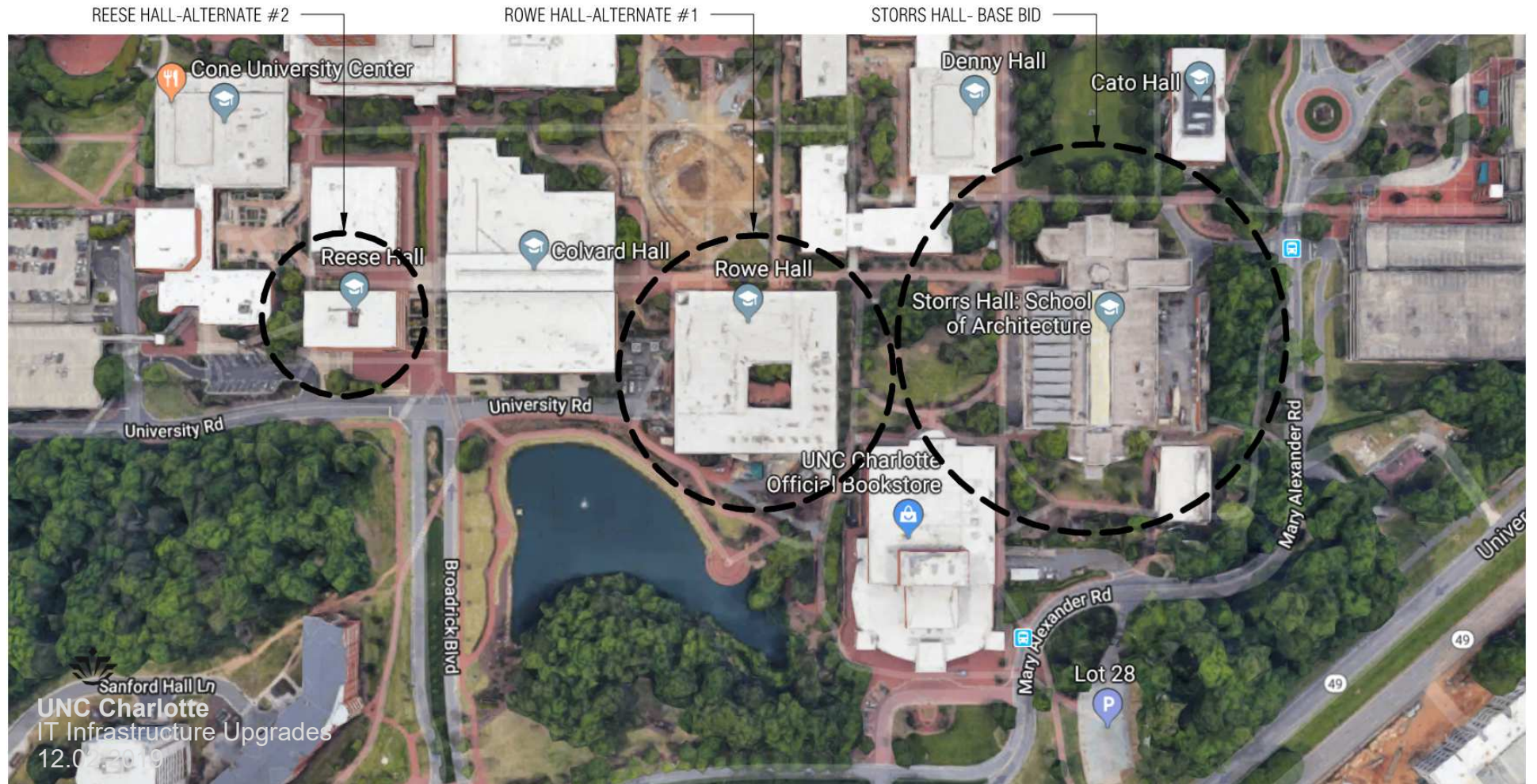


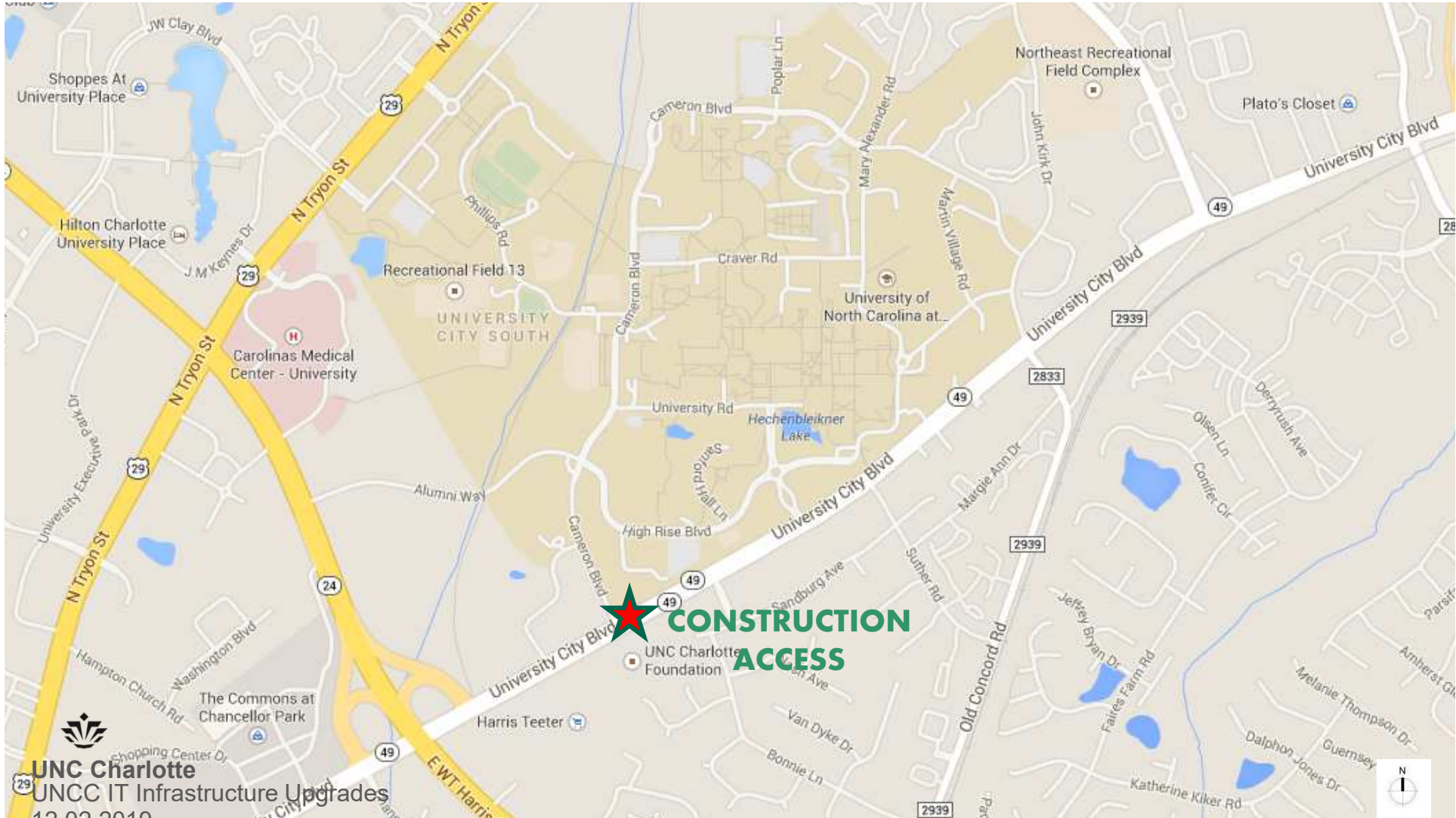
**STORRS, ROWE, & REESE
LOCATIONS**


SITE LOCATION

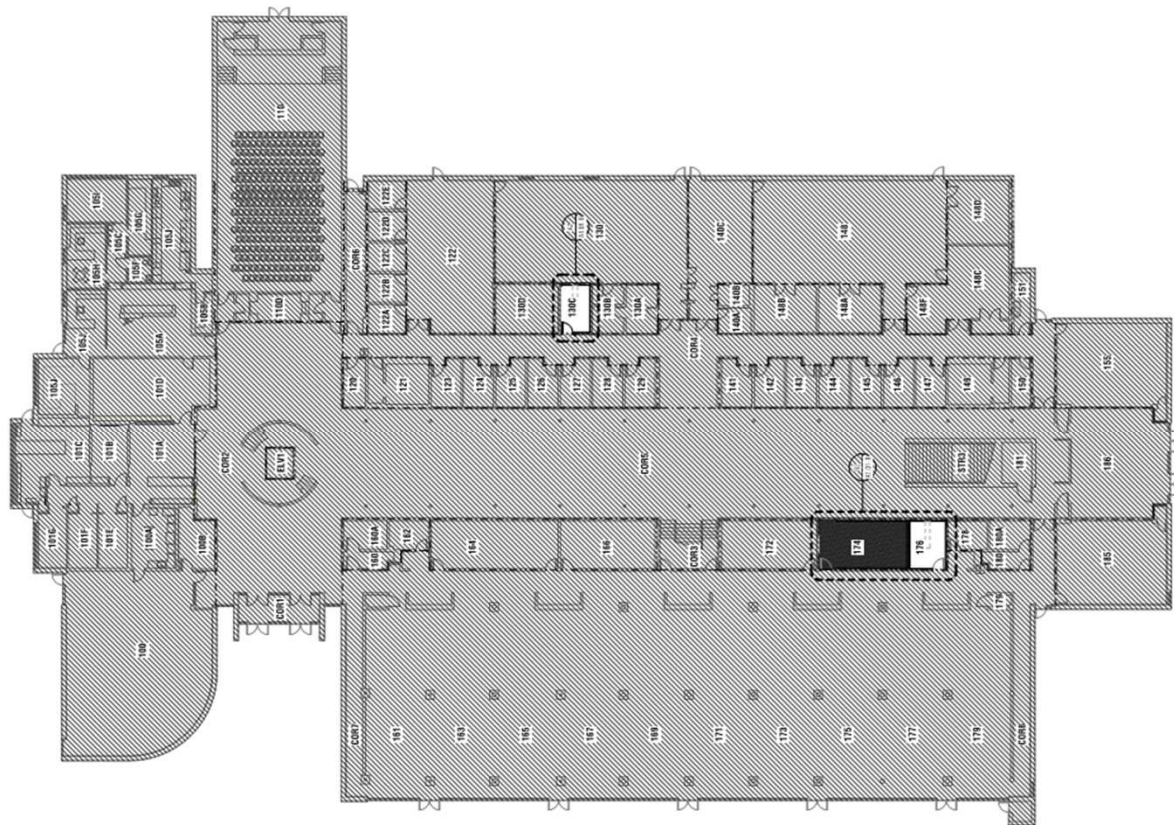

UNC Charlotte
IT Infrastructure Upgrades
12.02.2019

PROXIMITY MAP:



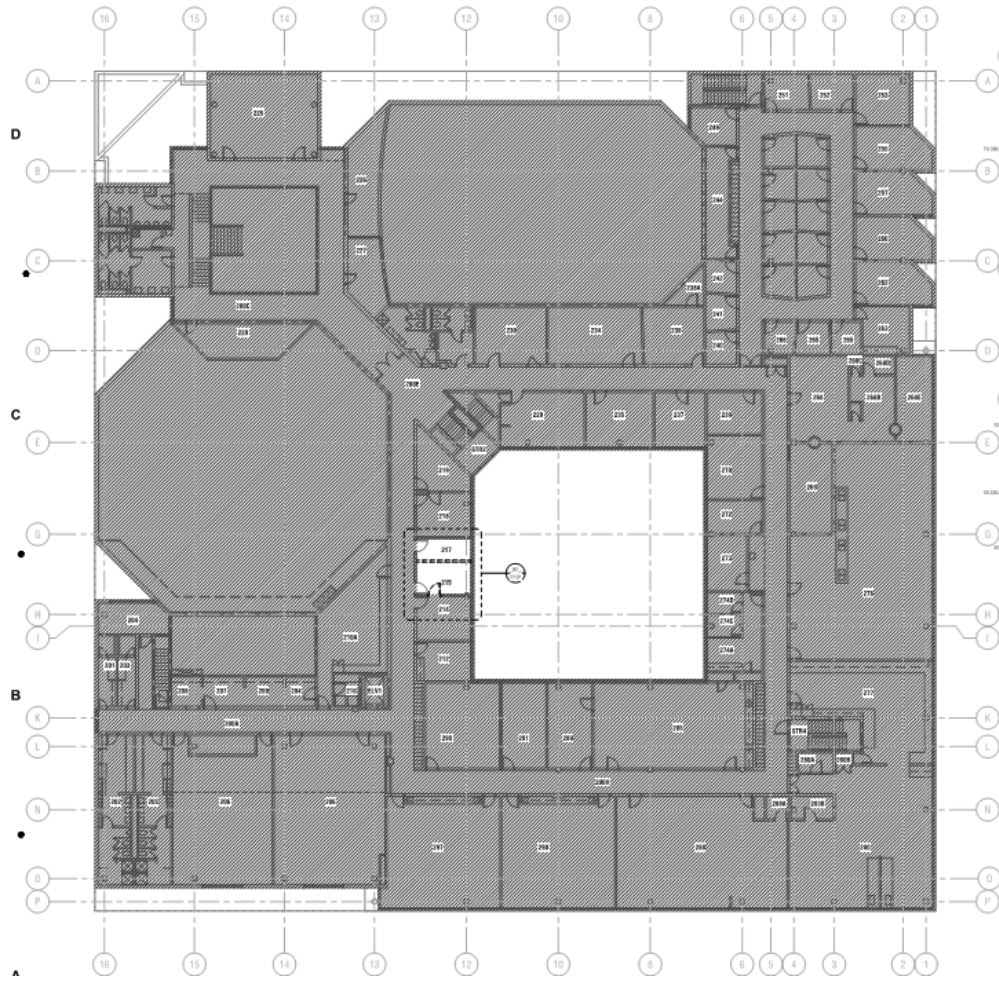



UNC Charlotte
UNCC IT Infrastructure Upgrades
12.02.2016



UNC Charlotte
IT Infrastructure Upgrades
12.02.2019

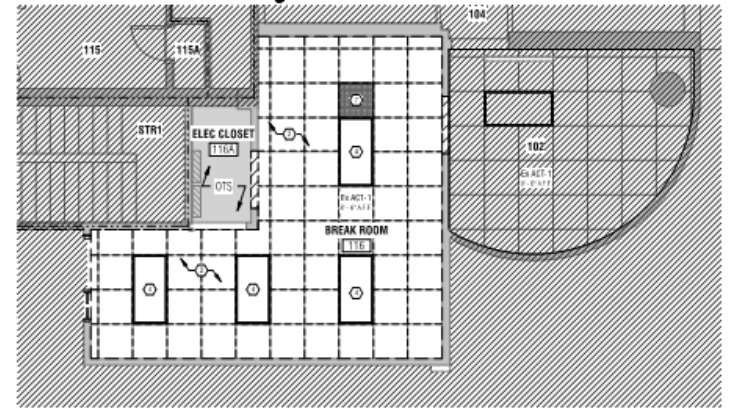
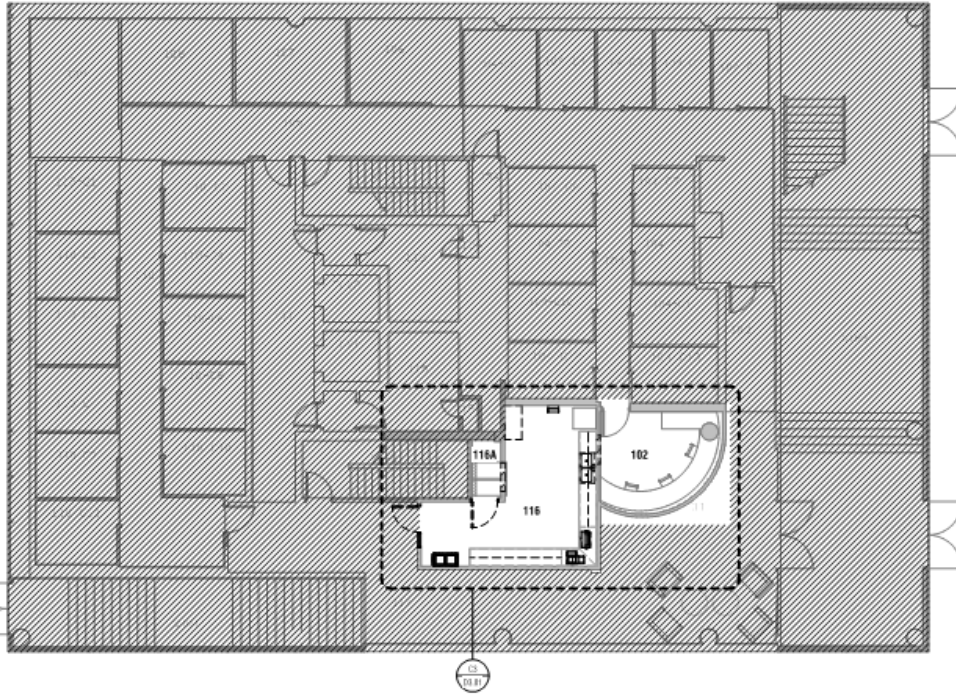
STORRS FLOOR PLAN - LEVEL 1



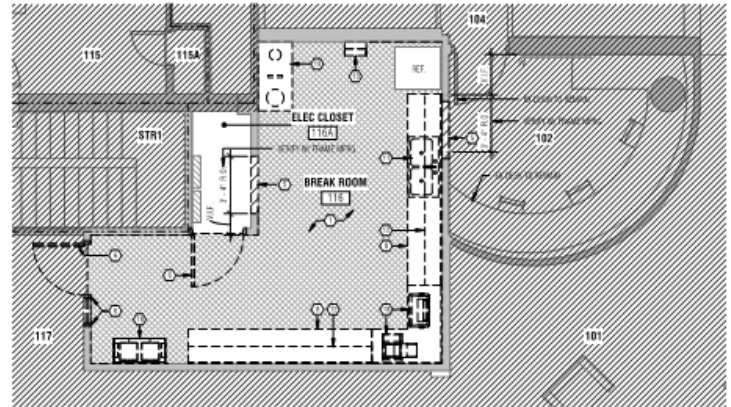
ROWE HALL - LEVEL 2



UNC Charlotte
 IT Infrastructure Upgrades
 12.02.2019



102 ENLARGED REFLECTED CEILING PLAN
1/8" = 1'-0"



REESE HALL – GROUND FLOOR

NOTICE TO BIDDERS

Sealed proposals will be received by The University of North Carolina at Charlotte, in Charlotte, NC until ~~2:00 p.m. on Tuesday, December 9, 2019~~ at the Cone University Center, Room 112 (building #5 on the campus map – <http://facilities.uncc.edu/maps> – Visitor parking is available in Cone Deck 1 & 2), and immediately thereafter publicly opened and read for the furnishing of labor, material and equipment entering into the construction of:

IT INFRASTRUCTURE UPGRADES SCO ID# 18-19671-02A

The scope of work of this project is work required to replace the existing ITS cabling and infrastructure in the Rowe, Storrs and Reese Buildings. Existing ITS systems in each building will be replaced in their entirety with a new system utilizing Cat 6A infrastructure throughout. A new parallel system will be installed with the existing system to minimize downtime at conversion to new system. New MDF and IDF equipment will be provided with 20% future expansion capability. New cooling and power systems will be provided for new ITS rooms.

Bids will be received for Single Prime Contract only. All proposals shall be lump sum.

Pre-Bid Meeting

A ~~non-mandatory~~ Pre-bid meeting will be held for all bidders on ~~Thursday, November 14, 2019, at 10:00 a.m. in Room 110, at the Facilities Management/Police Building (#55 on the campus map – <http://facilities.uncc.edu/maps>)~~. The meeting will address project specific questions, issues, bidding procedures, and bid forms. After the prebid meeting there will be a site visit to go over the project scope and location. **This will be the only opportunity for contractors and their subcontractors to visit the site, so please have all interested parties in attendance.**

Visitor parking for the Pre-bid meeting is located in Lots 26 or 25 (overflow). To park in Lots 26 or 25, interested attendees need to contact Joyce Clay by email at ljclay@uncc.edu by 12:00 noon Wednesday, November 13, 2019 to obtain parking permits. Email should be structured as follows:

Email Subject: "Parking Permit – IT Infrastructure Upgrades Project".

Provide the following information;

1. Name of Vehicle Owner
2. Email address
3. Vehicle Make/Model/Style/Color
4. Year of Vehicle
5. License Tag #
6. State vehicle is registered in

Failure to request a pass will result in a parking fine. In the event that parking was not requested, payed visitor parking is available at the East Deck or the Student Union Deck and attendees need to allow time to walk to the Facilities Management/Police building. The meeting is also to identify preferred brand alternates and their performance standards that the owner will consider for approval on this project.

In accordance with General Statute GS133-3, Specifications may list one or more preferred brands as an alternate to the base bid in limited circumstances. Specifications containing a preferred brand alternate under this section must identify the performance standards that support the preference. Performance standards for the preference must be approved in

SCO – Notice to Bidders 2010 (Updated Dec. 2010)

advance by the owner in an open meeting. Any alternate approved by the owner shall be approved where (i) the preferred alternate will provide cost savings, maintain or improve the functioning of any process or system affected by the preferred item or items, or both, and (ii) a justification identifying these criteria is made available in writing to the public.

In accordance with GS133-3 and SCO procedures the following preferred brand items are being considered as Alternates by the owner for this project:

- A. Owner Preferred Alternate No. 1: DOOR CLOSERS LCN 4011/4111 Series Closers
- B. Owner Preferred Alternate No. 2: SCHLAGE LOCKSETS
- C. Owner Preferred Alternate No. 3: ACCESS CONTROL: OPA: OPEN OPTIONS

Justification of any approvals will be made available to the public in writing no later than seven (7) days prior to bid date.

~~Bidders' questions will be entertained in writing until 2:00 p.m. on November 21, 2019.~~

Address all questions to the designer, Optima Engineering – Allyssa Calderhead - acalderhead@optimaengineering.com. Emails shall have subject line as follows: "IT Infrastructure Upgrades; (your company name); BIDDER QUESTION. Include your company name, contact information, emails, phone numbers in the body of your email. An RFI Bid response list will be developed from this information and included in addenda. cc: tcapodicasa@optimaengineering.com

~~Final addendum will be issued no later than Tuesday, November 26, 2019.~~

Complete plans, specifications and contract documents will be open for inspection in the offices:

1. Designer: Optima Engineering. PA – 1927 S. Tryon Street, Suite 300, Charlotte, NC, 28203
2. Owner: UNC Charlotte, Facilities Management/Police Building, 2nd floor – Capital Projects, 9151 Cameron Blvd., Charlotte, NC 28223, Phone: (704) 687-0615.
3. Or may be obtained by those qualified as prime bidders, upon deposit of two hundred and fifty dollars (\$250.00) in cash or certified check. The full plan deposit will be returned to those bidders provided all documents are returned in good, usable condition within ten (10) days after the bid date.

Electronic plans, specifications and contract documents are available at the following:

1. Construct Connect at content@constructconnect.com, (800) 364-2059
2. North Carolina Offices of Dodge Data & Analytics (formerly McGraw-Hill Construction) – Customer Service – <http://dodgeprojects.construction.com>, (800) 393-6343
3. Metrolina Minority Contractors Association (MMCA) – mmcaofcharlotte.org, (877) 526-6205
4. Optima Engineering:
 - a. Please notify Allyssa Calderhead at acalderhead@optimaengineering.com by email with Subject line exactly as follows: "IT Infrastructure Upgrades; (your company name); BID DOCUMENT REQUEST".

SCO – Notice to Bidders 2010 (Updated Dec. 2010)

- b. Include your company name, contact information, emails, phone numbers in the body of your email. A bidders list will be developed from this information.
- c. cc: tcapodicasa@optimaengineering.com

NOTE: The bidder shall include with the bid proposal the form *Identification of Minority Business Participation* identifying the minority business participation it will use on the project and shall include either *Affidavit A* or *Affidavit B* as applicable. Forms and instructions are included within the Proposal Form in the bid documents. Failure to complete these forms is grounds for rejection of the bid. (GS143-128.2c Effective 1/1/2002.)

All contractors are hereby notified that they must have proper license as required under the state laws governing their respective trades.

General contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina, will be observed in receiving and awarding general contracts. General contractors submitting bids on this project must have license classification for Unlimited license (set forth the license classification required by the NC General Contractors Licensing Board under G.S. 87-1.).

NOTE--SINGLE PRIME CONTRACTS: Under GS 87-1, a contractor that superintends or manages construction of any building, highway, public utility, grading, structure or improvement shall be deemed a "general contractor" and shall be so licensed. Therefore, a single prime project that involves other trades will require the single prime contractor to hold a proper General Contractors license.

EXCEPT: On public buildings being bid single prime, where the total value of the general construction does not exceed 25% of the total construction value, contractors under GS87- Arts 2 and 4 (Plumbing, Mechanical & Electrical) may bid and contract directly with the Owner as the SINGLE PRIME CONTRACTOR and may subcontract to other properly licensed trades. GS87-1.1-Rules .0210

Each proposal shall be accompanied by a cash deposit or a certified check drawn on some bank or trust company, insured by the Federal Deposit Insurance Corporation, of an amount equal to not less than five percent (5%) of the proposal, or in lieu thereof a bidder may offer a bid bond of five percent (5%) of the bid executed by a surety company licensed under the laws of North Carolina to execute the contract in accordance with the bid bond. Said deposit shall be retained by the owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten days after the award or to give satisfactory surety as required by law.

A performance bond and a payment bond will be required for one hundred percent (100%) of the contract price.

Payment will be made based on ninety-five percent (95%) of monthly estimates and final payment made upon completion and acceptance of work.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days.

The owner reserves the right to reject any or all bids and to waive informalities.

Please note that any bid delivered to UNC Charlotte Facilities Management, Capital Projects must be received by 1:00 pm on bid day. After that, all bids need to go to the bid opening location.

Bidders who will not attend the Bid Opening need to ensure their sealed bids are delivered no later than 1:00 pm on bid opening date to the following:

Mailed Proposals:

Attn: Ms. Joyce Clay – Capital Projects
The University of North Carolina at Charlotte
Facilities Management – Capital Projects
9201 University City Boulevard
Charlotte, NC 28223-0001

Or

Hand Delivered:

Attn: Ms. Joyce Clay – Capital Projects
Facilities Management/ Police Building
2nd Floor – Capital Projects
9151 Cameron Boulevard
Charlotte, NC 28223
(704) 687-0615

Designer:

Optima Engineering
1927 S. Tryon Street
Suite 300
Charlotte, NC 28203
704.338.1291

Owner:

University of North Carolina at Charlotte
9201 University City Boulevard
Charlotte, NC 28223-0001
704.687.0615

Addendum #1

Date: November 19, 2019

To: All Bidders

From: Optima Engineering, PA
Charlotte, NC

Re: **UNC Charlotte IT Infrastructure Upgrades – Rowe, Storrs & Reese**
SCO #18-19671-02A

This addendum is to notify all potential bidders of the following changes to the IT Infrastructure Upgrades Notice To Bidders:

1. Sealed bids will be received at the University of North Carolina, Charlotte, NC until **2:00 p.m. Tuesday, December 17, 2019** in Room 210A of the Cone University Center (#5 on the campus map – <http://facilities.uncc.edu/maps>). Visitor parking is available in Cone Deck 1 & 2.
2. A **non-mandatory** Pre-bid Meeting will be held at **10:00 a.m. Monday, December 2, 2019** in Room 111 in the Cone University Center (#5 on the campus map).
3. **Bidders Questions will be entertained in writing until 2:00 p.m. Thursday, December 5, 2019.**
4. **Final addendum will be issued no later than 2:00 p.m. Tuesday, December 10, 2019.**

End of Addendum #1

UNC Charlotte
"Good Faith Effort" Requirements
IT INFRASTRUCTURE UPGRADES

The MBE participation goal for this project is fifteen (15) percent. This information is provided as a guide for firms who may be new to UNC Charlotte and may not be familiar with our expectations regarding minority business participation on State Construction Contracts. Bidders should be familiar with the **Guidelines for Recruitment & Selection of Minority Businesses for Participation in State Construction Contracts** as well as the applicable bid forms;

Identification of HUB Certified/Minority Business Participation form – Only list minority firms that you will use as construction subcontractors, vendors, suppliers or professional service providers on this project. The bidder cannot list himself on this form as he cannot subcontract to himself. **Note:** This form should be submitted with your bid, even if left blank.

Affidavit A – Listing of Good Faith Efforts – the bidder is certifying that he has made a good faith effort to comply under those areas checked on the form. Do not check a Good Faith Effort item unless you can provide the following:

1. Contacting minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor or available on State or local government maintained lists **at least 10 days before the bid or proposal date** and notifying them of the nature and scope of the work to be performed.
Example: Copies of written (emailed or faxed) notification to minority businesses and copies of quotes/proposals received for work solicited to minority businesses. Notification should include, at a minimum, project location, location where plans and specifications may be obtained or viewed, trade or scopes of work for which subcontracts are being solicited, contact person within the prime contractor organization.
Be sure to maintain a telephone log to confirm that minority firms received your IFB. The log should contain the date contacted, telephone number, and name of the individual representing the minority firm who acknowledged receipt of your IFB. **Also maintain a telephone log to confirm that minority firms acknowledged a "bid/no bid" to your IFB.** The log should contain the date contacted, telephone number, and name of the individual representing the minority firm who acknowledged "bid/no bid" to your IFB.
2. Making the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bid or proposals are due.
Example: Copies of written (emailed or faxed) notification to minority businesses should include, at a minimum, project location, location where plans and specifications may be obtained or viewed, trade or scopes of work for which subcontracts are being solicited, contact person within the prime contractor organization.
3. Breaking down or combining elements of work into economically feasible units to facilitate minority participation.
Example: Document steps taken to segment elements of work into economically feasible units to meet minority business availability. Identify sub-contractors/suppliers/consultants and scope of work involved in segmenting.

Be sure that you are soliciting quotes from **at least** three (3) minority firms in scopes of work that typically have adequate numbers of minority firms available that can perform the work required (hauling, concrete, flooring, masonry, painting, electrical suppliers, etc.). Do not solicit quotes

from minority firms in those scopes of work that typically do not have minority firms available that can perform the work required (elevators, fire suppression systems, roofing, etc.). If there are minority firms that you typically use on your projects then by all means, feel free to use them, if you are sure you are receiving reasonable pricing and quality work.

4. Working with minority trade, community or contractor organization identified by the Office for Historically Underutilized Businesses (HUB) and included in the bid documents that provide assistance in recruitment of minority businesses. **Note:** Minority plan rooms are not applicable.
Example: Provide a copy of meeting minutes between prime contractor and minority trade, community or contractor organization. At minimum the following topics should be discussed/reviewed during the meeting: project location; location where plans and specifications may be obtained or viewed; trade or scopes of work for which subcontracts are being solicited; bonding requirements; insurance requirements; prime contractor's contact person; minority trade, community or contractor organization contact person; strategies to segment elements of the work into economically feasible units to meet minority business availability; strategies to increase minority business utilization through joint ventures and/or partnerships; notification that the meeting will be counted toward the contractor's good faith effort.
Example: Maintain a copy of the request, and have the date, telephone number and name of the individual who acknowledged receipt of your request and information regarding any/all assistance provided by the organization
5. Attending any pre-bid meetings scheduled by the public owner.
Example: Attendance will be verified by conference sign-in sheet.
6. Providing assistance in getting required bonding or insurance or providing alternatives to bonding or insurance for subcontractors.
Example: Documentation describing the type of assistance provided or offered to minority businesses. Provide names and contacts of minority businesses to which assistance was offered and names of the contact person of bonding companies or financial institutions offering assistance.
7. Negotiating in good faith with interested minority businesses and not rejecting them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.
Example: Document number of bids received from minority businesses in the trade or scopes of work for which subcontracts are being solicited, the number of minority businesses that submitted low bids or proposals, the number of minority businesses the bidder has offered to negotiate prices or services, and the number of minority businesses the bidder has agreed to utilize on the project, outline steps taken.
8. Providing assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required or assisting minority businesses in obtaining the same unit pricing with the bidders supplier.
Example: Document names, addresses and telephone numbers of minority businesses to which assistance was offered, outline steps taken. Give dates assistance was offered and document outcome.
9. Negotiating joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.
Example: Provide a copy of joint venture or partnership arrangements between bidder and minority business.

10. Providing quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

Example: Provide a copy of quick pay agreements and/or policies and document the number of minority businesses that will utilize the quick pay agreement. Provide a copy of the quick pay agreement between bidder and minority business.

Note: *Referencing the Good Faith Efforts listed above in your IFB is not enough. You must be able to document your efforts.*

Affidavit B – Intent to Perform Contract with Own Workforce – In making this certification the bidder is stating that he does not customarily subcontract elements of this type project and normally performs and has the capability to perform and will perform all elements of the work on this project with his own current workforce. The bidder agrees to make a Good Faith Effort to utilize minority suppliers where possible. “**Self-performing**” means the contractor has all equipment, personnel and supplies on hand to perform the contract. If the contractor needs to purchase supplies or rent equipment and operators to perform the work, then the contractor *is not* self-performing and should make efforts to purchase supplies or equipment, or temporary labor from minority firms. **Note:** No other Affidavits are required if the Bidder meets this criteria.

Affidavit C – Portion of the Work to be Performed by HUB Certified/Minority Businesses – This form is to be submitted only by the apparent lowest responsible, responsive bidder with equal to or greater than 10% minority participation.

Affidavit D – Good Faith Efforts – This form is to be submitted only by the apparent lowest responsible, responsive bidder with less than 10% minority participation along with their backup documentation.

Minority-owned Pre-qualified Bidders – *must also* meet the minority participation goals set for the project. Work performed by the minority-owned pre-qualified bidder will be counted towards the minority participation goal *only if* the minority contractor is *self-performing* and submitted Affidavit B.

Certification Requirements – Ensure the minority firms you contact for subcontracting opportunities are listed in the Statewide Uniform Certification (SWUC) Vendor database as *only firms* listed in the SWUC Vendor database, at the time of contract award, *will be counted* towards the minority participation goal for this project. Go to <http://www.doa.nc.gov/hub/searchhub.aspx> for access to the SWUC Vendor database.

Assistance:

Email the UNC Charlotte HUB Coordinator, Dorothy Vick (704-687-0527), no later than **12:00 Noon, Thursday, December 5, 2019** to dlvick@uncc.edu (Email Subject: IT Infrastructure Upgrades) for the following:

1. Assistance in finding certified minority firms who have worked on UNC Charlotte projects and who can perform the scopes of work (site work, concrete, electrical, etc.) you are seeking, and/or
2. A list of minority trade, community or contractor organizations identified by the Office for Historically Underutilized Businesses that provide assistance in recruitment of minority businesses.

(03/15/17)



UNC Charlotte
UNCC IT Infrastructure Upgrades
12.01.2019

END OF SLIDESHOW

Plan Holder's List

Firm	Contact	Email
UTD Technology	Johan Marte	johan.marte@utdtech.com
Vision Technologies	Patti Magrogan	pmagrogan@visiontech.biz
NETSYNC	Shawn Sutton	ssutton@netsync.com
Barnhill Contracting	Mike Bedell	mbedell@barnhillcontracting.com
Momentum Construction	Brian Meachum	bmeachum@mvmomentum.com
I.L. Long Construction	Jason Mitchell	jmitchell@illong.com
Heartland NC	Don Moore / Judy Moore	dmoore@heartlandnc.com
Tyler 2 Construction	Dale Fite	dfite@tyler2construction.com
Construct Connect	Kristy Osborn	kristy.osborn@constructconnect.com
Shiel Sexton	Josh Craft	jcraft@shielsexton.com
Batson-Cook	Greg Cook	gcook@bason-cook.com
Miles-McClellan Construction	Tim McClellan	tim.mcclellan@mmbuildings.com
A3 Construction	Matt Whitfield	mwhitfield@a3communications.com
BEAM Construction	Lee Dagerheart	leedaggerhart@beamconstruction.com
LNKE Technologies	Nate Jones	najones@LNKETECH.com

INSTRUCTION TO BIDDERS FOR VEHICLES ON CAMPUS

SECTION 2, DIVISION 1B – CAPITAL PROJECTS SUPPLEMENTAL GENERAL CONDITIONS

1.20 ARTICLE 38 - USE OF PREMISES.

C. Storage, Dumpster, and Deliveries:

1. Two vehicle parking passes will be provided to the General Contractor for their daily use for the duration of the project. The parking passes shall be displayed at all times.
2. The exact parking location of these two vehicles will be determined at the Pre-Construction meeting.
3. The company logo should be visible on the vehicle, at all times, while on campus.
4. All other construction and personal vehicles can park at the Starlight Cinema parking lot, located at 11240 US HWY 29, 11240 N Tryon Street, Charlotte, NC, 28262.
5. A storage unit shall be placed at the yard behind the Storrs Building for the duration of the project. The exact location will be determined at the Pre-Construction meeting.
6. A dumpster can be located adjacent to the storage unit. The exact location will be determined at the Pre-Construction meeting.
7. If the Alternates are accepted then the dumpster can be located between Rowe and Colvard in the gravel area. The exact location will be determined at the Pre-Construction meeting.
8. Deliveries to the job site shall be completed before 8:00am or after 6:00pm Monday thru Friday. If special or weekend deliveries need to take place, this will be coordinated with the University Project Manager (UPM).
9. Deliveries to the entrance and access to the elevators, of each building, will be coordinated at the Pre-Construction meeting.

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IT INFRASTRUCTURE UPGRADES

SCO ID# 18-19671-02A

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In accordance with GS133-3 and SCO procedures the following preferred brand items are being considered as Alternates by the owner for this project:

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