



ADDENDUM #1

CID-RI – Phase 2

SCO # 12-09457-02A, Code 41326, Item 307

March 31, 2015

Project:

**The University of North Carolina at Charlotte
Campus Infrastructure Development—Roadway Improvements (CID-RI) – Ph. 2
SCO# 12-09457-02A
Code 41326
Item 307**

Information contained herein is intended to clarify previously issued information and shall become part of the above referenced project documents.

Attachments:

1. Meeting Notes – Pre-bid Meeting on March 25, 2015.
2. UNC Charlotte “Good Faith Effort” Requirements (Jan 2015) – distributed by Dorothy Vick on March 25, 2015.
3. Link to updated Plans and Contract Documents (including revised Form of Proposal):
 - a. <https://kimley-horn.securevdr.com/d/seb97cae59d34b1db>

Clarifications:

1. UNC Charlotte “Good Faith Effort” Requirements
 - a. The HUB participation goal for this project is fifteen percent (15%).
 - b. “Article 49 – MINORITY BUSINESS PARTICIPATION” in the SGC’s for additional information.
 - c. Contractor to comply with items outlined in included attachment.
2. Completion Date:
 - a. Contractor, if selected, will be required to complete the work by December 4, 2015 with no exceptions.
 - b. The Contractor is urged to expeditiously get under contract while remaining in compliance with all University contracting procedures.



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3. Construction Phasing

- a. Work during Summer (between May 10, 2015 and August 21, 2015):
 - i. The Owner welcomes the Contractor to perform as much work during summer months as practical. The Owner encourages the Contractor to complete as much intersection horizontal work before Fall Semester.
 - ii. Mast arms for Cameron/Mary Alexander work (Base Bid) to be ordered during the summer.
 - iii. The Contractor will be required to perform Lot 23 work and work near Phase V, Elm Hall only during the summer timeframe.
 - iv. Lot 23 work (Alt. #4) must be complete before the first home game of the 2015 Football season.
 - v. Mary Alexander work (Alt. #3) must be completed during the summer.
 - vi. All parking changes along Mary Alexander, including Lot 12 work, must be completed during the summer.
- b. Work during Fall Semester (between August 21, 2015 and December 4, 2015):
 - i. The Contractor must complete Craver Road work (Alt. #2) during the fall.
 - ii. The Contractor must complete remaining Cameron/Mary Alexander work (Base Bid) during the fall.
- c. If Contractor has an example of a preferred traffic control phasing, then Contractor to submit approach for Designer and Owner review. The revised phasing must meet all UNC Charlotte requirements.

4. Contractor Parking:

- a. Contractor parking will be permitted at the offsite location referred to in the Contract Documents (Regal Starlight Theater). Contractor will not be allowed to park on the construction sites.
- b. The Contractor will have the option to buy a parking permit directly from Parking & Transportation Services and will be instructed where and when the permit is valid.



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5. Soils:
 - a. The Contractor will be required to follow University soil specifications, including but not limited to type of material, allowable size, and compaction.
6. Rip-Rap on Mary Alexander:
 - a. The Contractor is to reset or replace any rip-rap impacted by wall, rail or electrical construction along Mary Alexander, Sheet RD-33 of the plans.
 - i. The Contractor is not allowed to work in any creeks or streams in or near the project limits.
7. Bus Shelters/Pads:
 - a. Note added to plan sheets RD-23 to RD-35:
 - i. The Contractor will be required to remove the bus shelters from their current locations while the new bus shelter pads are constructed. The contractor will be required to remove the existing concrete foundation and replace with the brick (in standard herringbone pattern) as shown in the plans. For new bus shelter locations, the Contractor will be responsible for installing the brick pads as shown in the plans. The Contractor will be required to reset all bus shelters.
8. ADA Accessible Routes
 - a. Contractor is to maintain all accessible pedestrian pathways during the Fall Semester, from August 24, 2015 until December 4, 2015.
 - b. If no ADA-accessible route exists today, the Contractor will NOT be required to construct one as part of this project.



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9. Irrigation Additional Specifications:

a. Contractor to provide backflow preventer and power for irrigation at Mary Alexander and Craver intersection...

i. Changes to Electrical Documents:

1. Revised sheet: Sheet E-22 has been revised per Revision #2, 1-20-2015 date.

2. Other revisions to drawings are as described here:

a. Sheet E-01: Under "Lighting Fixture Schedule", Fixture type "SB" add the word "New" as the first word for the description of this fixture.

b. Sheet E-04: Change designation of two pole light fixtures shown near southwest corner of Phillips Baseball Field from "SA" to read "SB".

c. Sheet E-12: Show location of new irrigation controller at the junction of Craver and Mary Alexander Roads, at approximately 50 feet south from centerline of Craver Road and 50 feet west from centerline of Mary Alexander Road. Provide new NEMA 5-20R duplex WP/GFI receptacle adjacent to, or within, irrigation controller enclosure, as directed by irrigation system installer. Connect with 2#8, 1#8G-1"C, 120 volt circuit, that shall be run underground to new 20A, 1-Pole, circuit breaker within new power control assembly "NSPH" on the exterior wall of steam plant building, per Sheet E-13 and details 3/E-22 and 4/E-22. Provide intermediate 12" x 12" x 12" quazite pull boxes to limit any conduit run to maximum of 270 degree equivalent conduit elbows.

d. Sheet E-12: Change keyed note "5" to read: "New 2 #8 (277V), 2 #8 spare, 1#8G-1"C to new 15A, 1-pole circuit breaker in power/control assembly "NSPH".

e. Sheet E-13: Show new conduit to irrigation controller from "NSPA", per description to changes to sheet E-12 above.

f. Sheet E-15: Add designation "SC" to existing pole lighting symbol shown about 120 feet south of identified 25-foot pole light "SC".



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10. Steam Vault:

- a. Existing Steam vault and valves at STA 319+00 LT will require a new traffic bearing lid as part of the adjustment. The existing concrete vault has an inside dimension of 6' X 6'. The proposed traffic bearing lid will be based on the lid design for NCDOT Std. 840.34. The contractor will be responsible for measuring the locations of the existing manholes and valves of the vault to construct the new vault. Contractor to assume an overall slab width of 1'-2". Concrete shall be NCDOT Class AA concrete. #6 bars at 9" OC will be required in both directions in a top mat and bottom mat.

11. Metal Safety Rail:

- a. Detail sheet RD-06: Handrail detail updated.
 - i. The University will accept 1" X 1.5" bar stock OR 1-1/2" Max O.D. pipe.

12. Speed Bumps/Humps

- a. Contractor is to remove all speed bumps/humps on Craver.

13. Updates to Plan Sheets:

- a. RD-14 – Change 95% minimum compacted subgrade to 98%.
- b. RD-24 – Assume 15' x 50' full depth asphalt patch on Craver near station 308+00.
- c. RD-31 – Contractor to remove existing asphalt walk along Cameron Blvd between Ph. XII housing and Mary Alexander.
- d. RD-33 – Contractor is to reset or replace any rip-rap impacted by wall, rail or electrical construction along Mary Alexander.
- e. RD-76 – Contractor is to include 4" white thermoplastic Mini-skip "TD" on Cameron Boulevard westbound across Mary Alexander road from ~Sta 704+50 to 705+50 to delineate bike lane through intersection.
- f. UT-09 – Contract to see language included above in "Steam Vault" section of this addendum to describe the work.



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Contractor Questions/Additional Clarifications:

1. The Form of Proposal passed out at the pre-bid meeting was as a courtesy to make sure Contractors are clear with respect to the base bid and bid alternates
 - a. The official Form of Proposal is included in the revised Contract Documents which can be accessed via link in this Addendum.
2. How will the low bidder be determined?
 - a. Low bidder will be determined by sum of alternates selected for construction.
 - b. The University intends to award all four alternates. However, the University reserves the right to award the alternates based on available funds.
3. Can you clarify where the University wants fence around the construction site for the alternate bids?
 - a. The Contractor shall provide barrier protection between vehicular traffic and pedestrian traffic and orange construction fencing between construction zones and adjacent pedestrian pathways and walkways with appropriate barricades to deter pedestrian traffic through any work zone.
 - b. Section 015000 of the General Requirements requires fencing around all work zones.

END OF ADDENDUM 1

UNC Charlotte
CID Roadway Improvements
Phase 2

Pre-Bid Meeting Notes

Code 41326 Item 307

SCO# 12-09457-02A

SUBJECT: Pre-Bid Meeting

DATE: March 25, 2015

PROJECT: CID-RI Phase 2

TIME: 1:00pm to 2:00pm

PLACE: Cone 111

NAME

Rob Johnson
Matthew Augustine
Jason Bree
Thom Carpenter
Buster Beaver
Todd Price
Michael Granson
Stuart Hughes
Brian Kugler
Jennifer Price
Dorothy Vick
Ben Taylor
Gabe Dobbs

CONTACT INFO

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UNC Charlotte
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Kimley-Horn and Associates, Inc. (KHA) ; 704-319-5694
KHA ; 704-319-7688

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- Meeting began with Design team and Contractor introductions
- Ben (KHA) gave overview of Project (Base Bid, Alt. #2-#4)
 - Former "Alt. #1" is now "Base Bid"
 - Form of Proposal passed out – to illustrate revised base bid and alternates. KHA to include revised Form of Proposal in Addendum #1.
- Ben stated there will be no formal tour of project – Contractors to visit on their own
- Parking will not be allowed on site, Contractor must transport in from Starlight Theater)
- Dorothy explained HUB requirements briefly, and passed out Good Faith Effort Requirements document to prequalified contractors.

- Contractors to e-mail Dorothy no later than noon on Friday, March 27, 2015.
- Quick pay is not allowed.
- Construction phasing
 - Revised construction phasing to be issued in Addendum #1.
 - Preliminary discussions resulted in Owner request for construction of Alts. 3 & 4 during summer, and base bid & Alt. 2 during fall semester.
- Schedule
 - 3/25 (Today) – Prebid
 - 3/31 –Addendum to be issued
 - 4/7– Bid opening in Cone 111 (revision from meeting – opening not in FM).
 - The contract completion date is the last day before finals, 12/4/2015.
 - Contractors were urged to get under contract expeditiously to reduce delays.

UNC Charlotte
“Good Faith Effort” Requirements
(CID Phase 2 Roadway Improvements – 3/25/15)

This information is provided as a guide for firms who may be new to UNC Charlotte and not familiar with our expectations regarding minority business participation on Formal (\$500,000 and above) construction projects. 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 have done or 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 (use **CID Roadway** as the subject) the UNC Charlotte HUB Coordinator, Dorothy Vick at dlvick@uncc.edu, **NLT Noon Friday, March 27, 2015** for

1. Assistance in finding HUB certified minority firms in **specific** trade categories who have worked on UNC Charlotte or UNC System and/or local government (city/county/school board) projects who can provide competitive prices and quality work, 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.