

ADDENDUM #2

## **SANFORD HALL ABATEMENT**

THE UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE  
CHARLOTTE, NORTH CAROLINA

Prepared by

MOSELEY ARCHITECTS  
11430 NORTH COMMUNITY HOUSE ROAD  
GIBSON BUILDING, SUITE 225  
CHARLOTTE, NORTH CAROLINA 28277

***DATE OF ISSUE – December 9, 2015***

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38

**GENERAL:**

Planholders are requested to attach this Addendum to the inside front cover of each Project Manual. Inform all concerned that the Bidding Documents are modified by this Addendum.

The following modifications and clarifications are hereby made a part of the Bidding Documents and supersede or otherwise modify the provisions of the published *Project Manual* and *Drawings*, dated November 6, 2015; Addendum No. 1, dated December 7, 2015;

Refer to the Drawings and Specification Sections, if any, attached to this Addendum, which are hereby made a part of this Addendum.

A Pre-Bid Conference was held on December 1, 2015. A copy of the sign-in log is attached *for information only*, and is not considered a part of the Bidding Documents.

All questions received to date have been addressed in this addendum as applicable.

**MODIFICATIONS TO THE PROJECT MANUAL:**

**SUPPLEMENTAL GENERAL CONDITIONS**

Paragraph 1.11 C: DELETE line items 1 through 7.

**SECTION 01503 – TEMPORARY FACILITIES**

Paragraph 10: ADD

**“10. FIELD OFFICES**

10.1 The first floor lounge of Sanford Hall shall be designated for use as the Contractor’s job office for the duration of the work activities, without charge to the Contractor.

10.2 Common-Use Field Office: Of sufficient size to accommodate needs of Owner, Architect, and construction personnel office activities and to accommodate Project meetings specified in other Division 01 Sections. Keep office clean and orderly. Furnish and equip offices as follows:

1. Furniture required for Project-site documents including file cabinets, plan tables, plan racks, and bookcases.
2. Provide conference table, chairs of sufficient size and quantity to accommodate meetings of 10 individuals
3. Maintain the following materials, specified elsewhere, in the field office available to Architect and Owner’s representative at all times:
  - a. Maintain up-to-date set of Contract Documents, including FCs, RFIs, PCOs and COs.
  - b. Maintain up-to-date set of reviewed final shop drawings.
  - c. Maintain up-to-date Contractor’s Progress Schedule.
4. Store combustible materials apart from building.

10.3 Flooring of occupied spaces for field office use shall be covered and protected to prevent damage. Space shall be returned to the Owner at the conclusion of the project in the same condition as it was found prior to construction activities.

1. Keep job office clean and orderly throughout the duration of the project.”

SANFORD HALL ABATEMENT  
UNIVERSITY OF NORTH CAROLINA CHARLOTTE  
Charlotte, North Carolina

**ADDENDUM NO. 2**

Page 2 of 2

39

40 **REFER TO SPECIFICATIONS ATTACHED TO THE END OF THIS ADDENDUM**

41 **REFER TO DOCUMENTS ATTACHED TO THE END OF THIS ADDENDUM**

42 Pre-bid sign in log

43 Pre-bid meeting agenda

44 Questions and Responses submitted via Pre-bid form

45

46 **END OF ADDENDUM NO 2**

# MOSELEY ARCHITECTS

December 1, 2015

## PRE-BID CONFERENCE SIGN IN SHEET

**PROJECT:** Sanford Hall Abatement  
The University of North Carolina at Charlotte  
Charlotte, North Carolina

**ARCHITECT'S PROJECT NO.:** 531233

**DATE AND LOCATION:** 11:00, Tuesday, December 1, 2015 at Cone Center 208

NAME	COMPANY / DEPARTMENT	PHONE (include Area Code)	EMAIL
MATT MCNEELY	MOSELEY ARCHITECTS	704.540.3755	MMcNEELY@MOSELEYARCHITECTS.COM
THOM TONETTI	MOSELEY ARCHITECTS	704.540.3755	TTONETTI@MOSELEYARCHITECTS.COM
Tim Rowe	Clear Site	704-607-8434	trowe@clearsiteindustrial.com
Tim Waters	CLEAR SITE Industrial LLC	704-222-1975	twaters@clearsiteindustrial.com
MICHAEL WILLIAMS	ENPORICON, INC.	919-387-9700	MWILLIAMS@ENPORICON.COM
Daniel Mock	EHG	704-527-2018	dmock@ehgllc.com
Jason Ellis	A.C.G-	704-544-3387	jse@alliedcontractgroup.com
John Nasir	CCI	704-942-0422	john.nasir@cci-tnv.com
Greg Mauldin	High Point Builders, LLC	336-688-5472	greghpb1165@aol.com
Tim Cundiff	WACO Inc	540 633 6311	tcundiff@wacoinc.net
Donny Edwards	UNCC	704-687-5020	diedwards@uncc.edu
JEFF FEELEY	D.A.R.T./PHG	704-400-9014	JFEELEY@DAGREFFIN.COM
BOB STAUSS	VISTA BUILOIN, LLC	919-844-9375	BSTAUSS, AADT@YAHOO.COM
Brian Kugler	UNC Charlotte	704-687.0522	bkugler@uncc.edu
Bob Broadhead	Eastern Enviro. In	910-617-7821	bb92461@aol.com
Jena Abney	SMMS	980-225-7327	jabney@smms.com
Michael Clea	Shield Engineering	919-632-7387	mclea@shieldengineering.com
Dave Prosser	Prosser Inc	704-634-0975	daveprosser@prosserinc.com
Ricky Delgeal	Clean Air Firm, Inc	336-768-4825	Cleanairinc@bellSouth.net

## PRE-BID CONFERENCE AGENDA

### SANFORD HALL ABATEMENT

**PROJECT LOCATION:** University of North Carolina at Charlotte  
Charlotte, NC 28233

**ARCHITECT'S PROJECT NO.:** 531233

**DATE AND TIME:** Tuesday, December , 2015, 11:00AM

**LOCATION:** Cone Center, Room 208  
University of North Carolina at Charlotte

**IMPORTANT:** *The information contained in this agenda, including attachments and other information, is intended to provide an overview of the project and to summarize certain requirements for bidding and construction of the project.*

*This agenda is not part of the bid documents, will not be included in an Addendum, and will not become part of the Contract Documents.*

*The Bidding Documents should be reviewed thoroughly in their entirety by all Bidders and Sub-bidders. In case of any discrepancy between this agenda and the Bidding Documents, the Bidding Documents shall take precedence. Please notify the Architect if any such discrepancies are discovered.*

This pre-bid conference **is mandatory** for those contractors submitting bids. Bidding is open to responsive General Contractors that meet the bidding requirements indicated in the Bidding Documents.

Please be sure that all in attendance have signed in on the official sign-in sheet.

Copies of the sign-in sheet can be made available upon request, and will be posted to the [www.moseleyarchitects.com/bidding](http://www.moseleyarchitects.com/bidding) webpage.

**I. INTRODUCTIONS**

A. Owner: University of North Carolina at Charlotte

Name	Title / Department	Phone	Email
Brian Kugler	Senior Project Manager	704.687.0522	bhkugler@uncc.edu

B. Architect: Moseley Architects

Name	Title / Discipline	Phone	Email
Matthew McNeely	Project Manager	704.540.3755	mmcneely@moseleyarchitects.com
Thom Tonetti	Construction Administration	704.540.3755	ttonetti@moseleyarchitects.com

C. Consultants:

Name	Discipline	Phone	Email

**II. OWNER INTRODUCTORY COMMENTS**

**III. OVERVIEW OF PROJECT/DOCUMENTS**

A. Summary of Work

1. The work generally consists of the removal and disposal of asbestos containing materials from the floor, ceiling and other identified surfaces in the twelve story residence hall.
2. Installation of ceiling finishes (alternates 1&2)
3. Flooring will be provided and installed by Owner.

B. Contract Documents: 1 volume of drawings and 1 volume of specifications, dated November 6, 2015

**IV. MINORITY PARTICIPATION:**

A. UNC Charlotte

**V. BIDDING DOCUMENTS AND PROCEDURES:**

- B. Instructions to Bidders
1. All Bidders shall review in its entirety and advise the Architect of any discrepancies
- C. Bidding Documents:
1. Bid Information and Documents can also be obtained from:
    - a. Plan rooms indicated in the Invitation to Bid
    - b. [www.moseleyarchitects.com/bidding](http://www.moseleyarchitects.com/bidding)
- D. Substitutions
1. All requests shall be in writing and submitted no later than 7 days prior to receipt of bids.
  2. Submit all requests on one of the following:
    - a. Web-based version found at the link below. Click on “Submit Question.”
      - i. [www.moseleyarchitects.com/bidding](http://www.moseleyarchitects.com/bidding)
    - b. Word-based electronic version that can be obtained by request (example attached to the end of this agenda). Form will be emailed, unless requested otherwise.
- E. Bid Form
1. Submit one copy
  2. Indicate Base Bid and Additive Bid Prices in words and figures
  3. Additive Bids / Alternates (Section 012300)
  4. Receipt of Addenda – Acknowledge and record receipt of all addenda
- F. Consideration of Bids
1. Opening of Bids: Sealed bids shall be received and opened:
    - a. **2:00 PM local time**
    - b. **December 10, 2015**
    - c. **The University of North Carolina at Charlotte, Cone Center Room 111**
  2. Official Time
    - a. Receipt of bids will be determined by reference to the “official” clock as designated by the Owner’s designated representative.

- b. The Owner's designated representative will determine and announce when the Bid Receipt deadline has arrived and that no further bids or bid modifications will be accepted.
  - c. All bids and bid modifications in the possession of the Owner's designated representative at the time the announcement is completed are deemed to be timely, whether or not the bid envelope has been physically date/time stamped or otherwise marked by the time the deadline announcement is made.
3. On-site phones:
    - a. Will not be allowed prior to submission of bids.
    - b. Make whatever provisions are necessary for communications.

## **VI. PROJECT CONDITIONS**

- A. Milestone Date(s):
  1. Substantial Completion: No later than May 15, 2015
  2. Final Completion: No later than seventeen (17) days after Substantial Completion
- B. Hazardous Material Study (HAZ):
  1. A copy of the report is included in the Project Manual for information only and is not a part of the Contract Documents.
  2. If the Bidder deems the report to be inadequate or inaccurate, they may conduct their own investigation at their own expense.
  3. Prior to bid opening, bidder must inform the Owner and the Architect in writing of their concern and obtain permission in writing from the Owner to conduct their investigation.
  4. Hazardous material abatement and demolition are included as Work under this Contract.

## **VII. DRAWINGS OVERVIEW**

- A. Floor plans

## **VIII. SPECIFICATIONS OVERVIEW**

- A. S&ME
- B. Alternates (Section 012300-2, 3.1)
- C. Use of premises (Section 01503-1)
- D. Relocation of owner's furniture (Section 024119-1.7-B) / A1.0.1 – General Note 8
- E. Coordination with Owner Installed products (Section 017300-3.5) / A1.0.1 – General Note 9



**IX. QUESTIONS DURING BIDDING**

- A. During this Prebid Conference:
1. The A/E will answer only those questions where the response is to direct the questioner's attention to a particular portion of the bid documents.
- B. During the Bidding and Negotiation Phase (outside this Prebid Conference):
1. The A/E will answer only those questions where the response is a modification or interpretation as a result of an addition, deletion, clarification, or correction to the Documents – and only as part of a written Addendum.
  2. The A/E will not respond to questions submitted verbally, by email, via phone calls, or face-to-face – all such questions shall be submitted on the *Prebid Question Form* (a copy is included in this Agenda package).
  3. If the question does not result in a modification of the Documents as a result of an addition, deletion, clarification, or correction; or require an interpretation as a result of an addition, deletion, clarification, or correction – then the A/E will not respond to the question.
- C. All responses to qualifying and applicable questions that modify the Bidding Documents by additions, deletions, clarifications, or corrections, prior to receipt of bids, will be *in writing by Addendum* and sent to all Planholders.
- D. Do not rely on verbal information – only on written documentation.
- E. Responses *not* in writing and *not* included in Addendum shall not be binding.
- F. Bidders or Sub-bidders requiring clarification or interpretation of the Bidding Documents shall make a written request submitted on the “*Prebid Question Form*” (copy attached at the end of this Agenda) which shall reach the Architect at least seven *calendar* days prior to the date for receipt of bids (Thursday, December 3, 2015)

**X. SITE VISIT**

- A. Attendees are encouraged to visit the site of the proposed project to familiarize themselves with the existing conditions. The site will be available following this conference.
- B. Please contact [REDACTED] at XXX-XXX-XXXX or [REDACTED]@[REDACTED].com for access if you wish to visit the site at a later date.

END OF AGENDA

**PREBID QUESTION FORM**

**Only questions requiring a modification or interpretation to the Bidding Documents by an addition, deletion, clarification, or correction, will be made by written Addendum, and transmitted to Planholders of Record. Questions that do not require a modification or interpretation to the Bidding Documents will not be responded to and will not be included in an Addendum.**

**The Architect and Owner shall not be responsible for oral modifications and interpretations. Bidders and Sub-bidders requesting a modification or interpretation by addition, deletion, clarification, or correction of the Bidding Documents shall complete and submit this form which shall reach the Architect no later than seven (7) calendar days prior to the date scheduled for receipt of bids. Use a separate form for each question submitted.**

DATE: \_\_\_\_\_

PROJECT TITLE: Sanford Hall Abatement

PROJECT NUMBER: 531233

The following question concerns Drawing (number) \_\_\_\_\_:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following question concerns Specifications Section (number) \_\_\_\_\_, page \_\_\_\_\_, paragraph \_\_\_\_\_:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**All responses to questions will be made by Addendum.**

Questions submitted by: \_\_\_\_\_  
Name Organization

**E-mail PDF version of Form to: [mmcneely@moseleyarchitects.com](mailto:mmcneely@moseleyarchitects.com)**

**This form is available on [www.moseleyarchitects.com/bidding](http://www.moseleyarchitects.com/bidding) Click on "Submit Question."**

\_\_\_\_\_

# Substitution Request Form – Prior to Receipt of Bids

<b>A. General Information</b>				
Project Name				
Project Code				
A/E Project Number				
<b>B. Specified Product/Item Information</b>				
Specification Title				
Section				
Page				
Article / Paragraph				
Description				
<b>C. Proposed Substitution Information</b>				
Proposed Substitution				
Reason for not providing specified product/item				
Comparative Data	Attach a point-by-point comparative data list. Include all differences between the proposed substitution and the specified product/item. If not provided, this Request will be rejected.			
Manufacturer				
Manufacturer Address				
Manufacturer Phone				
Manufacturer Representative Email address				
Trade / Model Name				
Model Number				
Installer (if known)				
Installer Address				
Installer Phone				
History	<input type="checkbox"/> New product	<input type="checkbox"/> 2-5 years	<input type="checkbox"/> 5-10 yrs	<input type="checkbox"/> 10 yrs or longer
Proposed substitution affects other parts of the Work	<input type="checkbox"/> Yes		<input type="checkbox"/> No	
If yes, explain				
<b>D. Proposed Substitution Similar Installation</b>				
Have you used this product/item on any other projects	<input type="checkbox"/> Yes		<input type="checkbox"/> No	
Project				

Project Address	
Architect/Engineer	
A/E Phone	
Owner	
Owner Phone	
Date installed	

***E. Attached Supporting Data***

<input type="checkbox"/> Drawings	<input type="checkbox"/> Product Data/Specs	<input type="checkbox"/> Samples	<input type="checkbox"/> Tests	<input type="checkbox"/> Reports	<input type="checkbox"/>
-----------------------------------	---	----------------------------------	--------------------------------	----------------------------------	--------------------------

***F. Entity submitting this Substitution Request certifies all of the following:***

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to the specified product, except as may otherwise be specifically and clearly indicated herein.
- If applicable, proposed substitution shall not adversely affect LEED requirements nor shall it prevent achieving the relative number of applicable LEED point[s] the specified product would have received.
- Proposed substitution's function, appearance, and quality are equal or superior in all respects to the specified product, except as may otherwise be specifically and clearly indicated herein.
- Same or superior warranty and/or guarantees shall be furnished for proposed substitution as is required for the specified product/item.
- Same maintenance service and source replacement parts, as applicable, are available; including local availability.
- Proposed substitution shall have no adverse effect on other trades.
- Proposed substitution shall not affect dimensions and functional clearances.
- Coordination, installation, and changes to the Work as necessary for the accepted proposed substitution shall be complete in all respects.

***G. Entity's Information***

Submitted by	
Signed By	
Date	
Email address of Signee above	
Company Name	
Address	
Phone	

***H. Architect / Engineer Review and Action***

***If this Substitution request is approved, it shall be included in an Addendum. If the proposed substitution is not included in an Addendum, then the proposed substitution was rejected; was not submitted in accordance with the Contract Documents; and/or this Form was not complete.***

**PREBID QUESTION FORM**

**Only questions requiring a modification or interpretation to the Bidding Documents by an addition, deletion, clarification, or correction, will be made by written Addendum, and transmitted to Planholders of Record. Questions that do not require a modification or interpretation to the Bidding Documents will not be responded to and will not be included in an Addendum.**

**The Architect and Owner shall not be responsible for oral modifications and interpretations. Bidders and Sub-bidders requesting a modification or interpretation by addition, deletion, clarification, or correction of the Bidding Documents shall complete and submit this form which shall reach the Architect no later than seven (7) calendar days prior to the date scheduled for receipt of bids. Use a separate form for each question submitted.**

**DATE:** 12/17/15

The following question concerns Drawing (number) General Questions :

1. Additional site visit date and time? **RESPONSE: Refer to substituted Notice to Bidders in Addendum 1**

2. Bid date, location to deliver in person and time to be delivered **RESPONSE: Refer to substituted Notice to Bidders in Addendum 1**

3. Please put in writing liquidated damages will not be assessed to contractor for reinstalling furniture @ locations that do not have new flooring installed by Owner. **RESPONSE: Refer to Modifications to the Drawings in Addendum 1, lines 26 through 63.**

4. Value of Sanford Hall Building for Builders Risk purposes **RESPONSE: Refer to ADDED language to the Instructions To Bidders in Addendum 1, line 17.**

5. Is there a minimum percentage of work to be performed by Prime Contractors own work forces. **RESPONSE: No minimum percentage of work is required to be performed by the Prime Contractor's own work forces.**

6. Site office trailer & construction fence required **RESPONSE: The Owner will designate the Sanford Hall first floor lounge as the Contractor's job office. Refer to lines 16 – 38 of Addendum 2.**

7. Please explain how Contractor to pay for heat if Owner if furnishing power. **RESPONSE: All utilities are provided by the Owner.**

The following question concerns Specifications Section (number) 012300, page 2, paragraph 3.1B.2 :

Alternate #2 does not state to include abatement @ ceiling like Alternate #1. My interpretation for Alternate #2 represents an add or deduct to change from texture ceiling to plaster ceiling and if Alternate

SANFORD HALL ABATEMENT  
UNIVERSITY OF NORTH CAROLINA CHARLOTTE  
Charlotte, North Carolina  
Architect's Project No. 531233

---

#2 chosen by Ower, successful low bidder will be awarded Alt. #1 & Alt. #2 clarified that spray texture ceiling deleted (Please clarify) **RESPONSE: *The Owners acceptance of Alternate #2 is contingent upon acceptance of Alternate #1. If Alternate #2 is accepted, it only modifies the finish work portion of work describe in Alternate #1. The abatement portion of work described in Alternate #1 is not modified by the acceptance or rejection of Alternate #2.***

The following question concerns Specifications Section (number) General and Supplemental General Conditions, page 18, paragraph 3.1B.2:

General Conditions in spec's state Critical Path Method or detailed bar chart. Supplemental General Conditions state CPM only. Is bar chart schedule acceptable? **RESPONSE: *Scheduling using the Critical Path Method is not required for this project. Refer to line 15 of Addendum 2 for revisions to the Supplemental General Conditions***

**Mail Form to: Attention: Matthew McNeely  
Moseley Architects  
11430 North Community House Road, Gibson Bldg, Suite 225  
Charlotte, NC 28277**

**or fax Form to: (704) 540-3754**

**or email PDF version of Form to: [mmcneely@moseleyarchitects.com](mailto:mmcneely@moseleyarchitects.com)**

**This form is available on <http://www.moseleyarchitects.com/bidding/> Click on "Submit Question."**