



SHIEL SEXTON

ADDENDUM

Addendum No: 1

Project: UNC Charlotte East Village Infrastructure

State Project No: 13-11004-02

Date: September 29, 2020

By: Josh Craft, Shiel Sexton Co.

This addendum is issued and to be included as part of the bid documents. This Addendum includes:

Supplemental Information To Bidders:

- 1) Pre-Bid Video Conference Meeting held on **September 22, 2020**
 1. Link to presentation:
 2. <https://shielsexton.zoom.us/rec/share/ynNGBqoHuXwD33jjo0pSMhvcSgupEWZUj7qda4pR TTob0J-sRG2B6MpNKEYmHR2-.o7TIs2z4Sk2WwQPm>
 3. Passcode: UZ*ZO4M1

- 2) The following documents are attached for reference
 1. Notice to Bidder
 - i) See instructions for bid envelopes on bid day.
 2. UNC Charlotte "Good Faith Effort" Requirements
 3. Scope of work for each bid package
 - i) Contract #1 – Sitework Package – Summary of Work – 9-28-20
 - ii) Contract #2 – Electrical Package – Summary of Work – 9-28-20
 - iii) Contract #3 – Landscape Package – Summary of Work – 9-28-20
 4. Prebid Meeting Presentation

END OF SHIEL SEXTON ADDENDUM 1

NOTICE TO BIDDERS

Sealed proposals from 1st Tier Pre-qualified Subcontractors only (see attached list), for the following trade packages; BP 01 Sitework; BP 02 Electrical; and BP 03 Landscaping will be received by Shiel Sexton Company until **1:30 p.m. Thursday, October 22, 2020** at The University of North Carolina at Charlotte, at 9643 Poplar Lane, Charlotte, NC 28223 for the furnishing of labor, material and equipment entering into the construction of the following project:

East Village Infrastructure Upgrades The University of North Carolina at Charlotte SCO Project Number 13-11004-02

The scope of work for this project is to build road improvements along John Kirk Blvd which includes road widening, storm system upgrades, new pedestrian walkways, and new signaled intersections at Cameron Blvd. and Van Landingham Road. Traffic Signal work will be by others.

NOTE: BID SUBMITTAL PROCEDURES DURING COVID-19 CRISIS

All hand delivered bids shall be dropped in the white Drop Box located next to the Motor Fleet parking spaces (<https://goo.gl/maps/KGphwNRyaFCBFxtj8>) in Lot 25 (second left entrance on Poplar Lane) in front of the Facilities Operations & Parking Services building (#92 on the campus map – <http://facilities.uncc.edu/maps>). **Bidders shall sign across the sealed flap on the envelope to ensure no tampering prior to the bid opening.**

Bidders may also submit bids via USPS/UPS/FEDEX to the attention of Kathy Fisher, Facilities Operations & Parking Services building, 9643 Poplar Lane, Charlotte, NC 28223. It is the bidder's responsibility to ensure that the bid arrives before the bid closing time of 1:30 PM. **Bidders shall sign across the sealed flap on the envelope to ensure no tampering prior to the bid opening.**

Sealed bids will be publicly opened and read at 2:00 p.m.

Bidders who are interested in observing the Bid Opening via video conference can go to <https://shielsexton.zoom.us/j/97477779848?pwd=N3I3bEpsTmQyKy9OWWRvTU04ZnJmUT09>

Meeting ID:974 7777 9848 Password:721599 or join by phone: 1(312) 636-6799 same meeting ID. Access to the video conference will begin at 2:00 PM and it is the responsibility of the bidder to access the video conference.

In-person attendance at bid opening will be limited to one (1) Contractor firm representative and two UNC Charlotte Facilities representatives. Masks are required for anyone visiting the UNC Charlotte campus.

All proposals shall be lump sum.

Pre-Bid Meeting during COVID-19 Crisis

A non-mandatory Pre-bid meeting will be held for all interested bidders on **Tuesday, September 22, 2020 at 2:00 p.m.** via a Zoom video conference hosted by Shiel Sexton

Company, Inc. The meeting will address project specific questions, issues, bidding procedures, and bid forms. Site visits will be limited and by request only. Please contact Josh Craft for details.

If you intend to attend the Pre-bid, please email Josh Craft, Shiel Sexton Company, Inc., jcraft@shielsexton.com, Office phone (704) 679-4088 or Mobile phone (317) 714-6126, by **5:00 p.m. Monday, September 21, 2020** with the following information:

Company Name:
Contact name:
Contact Telephone number:
Contact Email address:

We will send out an invitation with the link to join a Zoom virtual pre-bid meeting by **10:00 a.m. Tuesday, September 22, 2020** for the pre-bid meeting scheduled for 2:00 p.m.

The Pre-bid meeting will be recorded and available to the public immediately after the event. A link will be posted to the Facilities Management website – <http://facilities.uncc.edu/advertisements>.

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 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 item is being considered as an Alternate by the owner for this project:

Alternate No. 1: Owner preferred alternate “Unit Pavers” – Provide Pine Hall, English Edge Pavers, (no substitutions) as described in Specification Section 321400

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 **5:00 pm on Tuesday, October 13, 2020**. Address all questions to the Construction Manager, Shiel Sexton Company, Inc. – Josh Craft – jcraft@shielsexton.com.

Final Addendum will be issued **Thursday, October 15, 2020**.

Complete plans, specifications and contract documents will be open for inspection at the following:

Accent Imaging, 920 Blairhill Road, Suite B115, Charlotte, NC 28217 (980) 237-6922.
SCO – Notice to Bidders 2010 (Updated Dec. 2010)

Hard copy plans and specifications may be obtained by those qualified bidders, upon deposit to One Hundred and Eighty-Five Dollars (\$185.00) in cash or certified check. The full plan deposit will be returned to those bidders provided all documents are 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. Shiel Sexton Company, Inc. website – www.shiels Sexton.com
Click “Subcontractor” at the bottom of the page – click “Shiel Sexton Building Connected Plan Room”. Please contact Josh Craft (jcraft@shiels Sexton.com) if you need assistance with the plan room.
2. Construct Connect at content@constructconnect.com, (800) 364-2059; representing Associated General Contractors (AGC) Carolinas Branch, Eastern Regional Office of Reed Construction Data in Norcross, GA, and Hispanic Contractors Association of the Carolinas (HCAC).
3. North Carolina Offices of Dodge Data & Analytics (formerly McGraw-Hill Construction) – Customer Service – <http://dodgeprojects.construction.com>, (800) 393-6343
4. Metrolina Minority Contractors Association (MMCA) – mmca@mmcaofcharlotte.org, (877) 526-6205

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 General Contractor (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 and Performance bonds are waived for trade packages under \$500,000. If submitting on multiple trade packages and the aggregate of the packages meets or exceeds \$500,000, a Bid, Payment and Performance bond will be required for each trade package.

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 – Facilities Operations must be received no later than **1:30 p.m. on bid day** at the location noted below;

Mailed Proposals:

Attn: Ms. Fisher – Facilities Operations
The University of North Carolina at Charlotte
Facilities Management – Facilities Operations
9201 University City Boulevard
Charlotte, NC 28223-0001
(704) 687-0596

Bidders shall sign across the sealed flap on the envelope to ensure no tampering prior to the bid opening.

Or

Hand Delivered: SEE BID SUBMITTAL PROCEDURES DURING COVID-19 CRISIS on page 1.

Envelope should be marked “sealed bid included” and addressed as follows:

Attn: Ms. Kathy Fisher– Facilities Operations

Facilities Operations & Parking Services
9643 Poplar Lane
Charlotte, NC 28223
(704) 687-0596

Bidders shall sign across the sealed flap on the envelope to ensure no tampering prior to the bid opening.

NOTE BID OPENING: Not more than one (1) representative per company will be allowed to attend. Masks are required for anyone visiting the UNC Charlotte campus

Designer:
Kimley Horn
200 South Tryon Street, Suite 200,
Charlotte, North Carolina 28202
(704) 333-5131

Owner:
UNC Charlotte
9201 University City Boulevard
Charlotte, NC 28223-0001
(704) 687-0615

UNC Charlotte “Good Faith Effort” Requirements

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.

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 Invitation for Bid (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.

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.

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 the recruitment of minority businesses. **Note 1:** Posting of your bid to Minority plan rooms does not satisfy this requirement. **Note 2:** Working with the UNC Charlotte HUB Coordinator does not satisfy this requirement.

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.

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.
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.
Have 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.
Be sure to mention that *'assistance with bonding and/or insurance will be provided'* in your IFB.
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.
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 bidder's supplier.
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.
Be sure to mention that *'assistance with equipment, loan capital, lines of credit or joint pay agreements to secure loans, supplies, or letters of credit will be provided'* in your IFB.
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.

Provide a copy of joint venture or partnership arrangements between bidder and minority businesses.

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

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 businesses.

Be sure to mention that 'quick pay agreements will be provided to assist contractors with cash-flow demands' in your IFB.

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 <https://www.ips.state.nc.us/Vendor/searchvendor.aspx?t=h> for access to the SWUC Vendor database.

University of North Carolina Charlotte
East Village Infrastructure
Charlotte, North Carolina

SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

I. CONTRACT SUMMARY AND SCOPE ASSIGNMENTS

A. Contracts will be subcontract agreements between Shiel Sexton Co., Inc., Construction Manager and the successful bidding contractors. The Subcontracts will represent the identified scope elements for each specific trade scope. Scopes of work will be coordinated and performed concurrently between all construction contracts.

B. This Bid Package includes the following Subcontracts:

1. Contract #01 – Sitework includes Site Clearing, Erosion Control, Earthwork, Traffic Control, Site Utilities, Paving, Site Concrete, Unit Paver, Segmental Block Retaining Wall, and Sheet Driven Pile Retaining Wall.

II. CONTRACT SCOPE DEFINITIONS

Contract #01 – Sitework includes Site Clearing, Erosion Control, Earthwork, Traffic Control, Site Utilities, Paving, Site Concrete, Unit Paver, Segmental Block Retaining Wall, and Sheet Driven Pile Retaining Wall. This contract includes but is not limited to the inclusion of all supervision, coordination, labor, equipment, tools, material, hoisting, rigging, etc., to complete the following scope.

A. Drawings: See Bid Documents

B. Specifications: Division 00 – Procurement and Contracting Requirements

C. Specifications: Division 01 – General Requirements

D. Trade Specific Specifications:

1. SECTION 024119 - SELECTIVE STRUCTURE/SITE ELEMENTS
DEMOLITION
2. SECTION 055213 – PIPE AND TUBE RAILINGS
3. SECTION 101426 – POST AND PANEL/PYLON SIGNAGE
4. SECTION 311000 - SITE CLEARING
5. SECTION 312000 - EARTH MOVING
6. SECTION 312500 - EROSION AND SEDIMENTATION CONTROL
7. SECTION 321216 - ASPHALT PAVING
8. SECTION 321313 - CONCRETE PAVING
9. SECTION 321373 - CONCRETE PAVING JOINT SEALANTS
10. SECTION 321400 - UNIT PAVING
11. SECTION 323223 - SEGMENTAL RETAINING WALLS
12. SECTION 326216 - STEEL SHEET PILES
13. SECTION 330500 - COMMON WORK RESULTS FOR UTILITIES
14. SECTION 334100 - STORM UTILITY DRAINAGE PIPING
15. SECTION 334600 - SUBDRAINAGE

E. Scope Overview:

F. Allowances:

- a. Include Allowance of 500 CY for Unsuitable Soils – Provide Unit Pricing
- b. Include Allowance of 230 CY for Trench Rock – Provide Unit Pricing

01 10 00 - 1

Contract #01 – Sitework

SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

- G. Note where plans refer to “contractor” this mean site contractor, there will not be a general contractor.
- H. Provide for “phased” work per the project master schedule including multiple mobilizations as necessary to perform this scope of work.
- I. Provide for winter protection as necessary to perform this scope of work.
- J. Provide for all survey and layout as it relates to its work.
- K. Provide all necessary mobilizations to accommodate construction schedule
- L. Provide daily cleaning for this scope of work.
- M. Provide protection of all surfaces as necessary.
- N. Provide tree protection
- O. Protect public streets from dirt & debris during this scope of work. If streets, walkways are soiled by this contract, clean streets of dirt and debris immediately.
- P. Coordinate/schedule all testing/inspection and quality control with Owner’s testing agent Provide for Storm Water prevention, including erosion control, silt fence, site maintenance for duration of project including weekly inspections and logs.
- Q. Provide for all utility locates. Hand dig and/or hydro-excavate, if allowed, to locate all existing utilities prior to excavation. Locate and mark all private and public existing utilities in areas where work is being done
- R. Provide for coordination with all other contractors and trades drawings/shop drawings.
- S. Contractor shall visit the project site prior to bidding project and prior to starting construction to familiarize themselves with existing conditions and for coordination of all work not indicated on the drawings.
- T. Lot 6A will be used for construction office trailers and staging area. If lot is demolished before end of project provide temp measure for staging area. Staging area to be 4” coarse aggregate #2 and 4” coarse aggregate #53. all areas to be maintained throughout construction phase
- U. Area for laydown storage and trailers will be provided based on availability and schedule. Coordinate any use of the storing and staging with CM at least 1 week prior to delivery.
- V. Furnish, install, maintain and later remove the temporary construction fencing with windscreen, and gates. Temporary fence shall be minimum 6-foot-high, 2”x2” galvanized mesh with driven posts with 10’ o.c. spacing. Top rail is not required if fencing is constructed to be rigid and not sag. Temporary paneled fence with sandbags can be permitted upon approval where the fence will relocate frequently with flow of work. See site logistics plan for fence locations.
- W. Install silt fence and maintain next to temporary perimeter chain link fence and along both sides of temporary access drive. Tie the top of silt fence directly to chain link fence. Silt fence and construction fence removal is by this contract.
- X. Provide for protection of adjacent properties, dust control, mud control, inlet protection and road maintenance during this scope of work.
- Y. Provide construction signage and barricades noted on the phasing plan. The directional signage for pedestrian and vehicular traffic, including work outside the construction limits shall be included

SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

- Z. Provide all traffic control measures including crossing guards at designated crossing area as noted on phasing plans. Always provide and maintain a safe pedestrian crossing area on John Kirk Drive.
- AA. Provide and install project identification sign on sheet 2H and Roadway Plan 6
- BB. Dismantle and relocate the bus stop assembly as noted on page 6 of roadway plans.
- CC. Provide, install, maintain, and later remove temporary potable water storage tank and separate sewer storage tank for office trailers and one (1) temporary construction water hydrant including insulation and heat wrap. See site logistics plan for location.
- DD. Furnish, install and maintain all erosion control measures per the Bid Documents including, but not limited to; silt fence, temporary entrance, inlet protection, skimmer basins, and staging area.
- EE. Provide dewatering and pumping as required for installation of this scope of work. Maintain necessary dewatering until backfill and major drainage work is completed.
- FF. Provide, install, maintain and remove all required tree protection.
- GG. Removal and disposal as necessary for this scope of work
- HH. Provide for all site demolition including, but not limited to concrete curb & gutter, concrete, asphalt, pavement, fencing, signs, bollards, pavers, bike racks, trees, etc. Saw-cut as necessary for the removal of asphalt and concrete.
- II. Demo and remove brick walls at Cameron Blvd entrance.
- JJ. Document condition of owner furnishings such as signage, benches, and other site furnishings that will need to be removed to conduct your work and turnover to owner, relocate in adjacent location, or store on site for replacement.
- KK. Remove irrigation lines if located. Coordinate with Owner prior to the removal and / or relocation of irrigation lines.
- LL. Remove light pole bases, conduits, etc as depicted on the bid documents (light poles removed, stored and re-installed by others).
- MM. Remove and dispose of all site utilities not to be reused as depicted on the bid documents.
- NN. Demo and backfill foundations for site lighting, signages, and site furnishings.
- OO. All demolition debris is to be removed from site on a daily basis. No debris shall be disposed of in University Facilities containers or on University property. All items scheduled to be removed are to be hauled off site and legally disposed of.
- PP. Tree and shrub removal shall include stump/roots complete.
- QQ. Remove conduits, wire as required within project limits. Existing UT, UE, UC to be removed and made 'safe' by others.
- RR. Coordinate locations of power and poles for both temporary and permanent traffic signals with local utilities. Temporary poles may be used for traffic signals pending schedule of city provided mast arm signals.
- SS. Protect existing walks, curbs, drives, utilities, etc. that are to remain. Any pavement, landscaping, structures which are damaged during construction activities by this contractor, shall be repaired/replaced by this contractor.

SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

- TT. Provide all cut and fill including excavation, backfill, compaction, hauling. Refer to existing grades provided with survey information and C-Series drawings for proposed grades.
- UU. Strip topsoil; haul off-site. Haul topsoil back to project site and re-spread. Prepare tilled topsoil for seed/sod and landscape bed areas as described in Bid Documents. Grade topsoil to finish elevations. In landscape bed and planting areas, Earthwork Contractor to loosen top 12" of subgrade with rototiller/ripper prior to installation of topsoil.
- VV. Suitable topsoil and compactable spoil materials may be hauled and stored if necessary. No stockpile of spoil materials or topsoil onsite will be allowed.
- WW. Unsuitable soil materials, if any, must be hauled and disposed of offsite per local and state requirements.
- XX. Provide grading activities so that the site drains during construction.
- YY. Refer to details and sections indicated for pavement, walk and other site improvement thicknesses to establish subgrade.
- ZZ. Provide excavations and backfill for this scope. Provide all OSHA required slopes and trench protection while installing underground utilities and for all excavations.
- AAA. Excavate all planters, install sub drains, and installed amended soil backfill.
- BBB. Furnish and install all site utilities as depicted on the bid documents. Utilities will be installed in phases per the Project Schedule.
- CCC. Provide all work for BMPs including but not limited to segmental retaining walls, pile driven retaining wall, safety railings, wood guide rails, gates, fencing, demo, grading, temporary fencing, excavation, storm system and safety ladder. Bio retention plantings will be by others.
- DDD. Remove utilities as indicated. Coordinate work with Utility Plans/Details. All utilities to remain operational during construction. Schedule all switchovers / shutdowns (1) week in advance with Construction Manager.
- EEE. Relocate/re-route existing storm piping as shown prior to demolishing piping shown to be removed.
- FFF. Provide and install new storm sewer piping, laterals, structures, manholes, cleanouts, etc. for a complete system. Including excavation, pipe bedding and backfill material for the storm sewer structures and piping, refer to details. Work to include adjusting existing storm/sewer castings to proposed elevations where indicated.
- GGG. Include temporary storm measures as required to keep the site free of ponding water and during relocation/re-routing/removal of existing storm system.
- HHH. Relocate water valves as per sheet 10
- III. Take measures necessary to ensure existing utility service remains operational throughout demolition.
- JJJ. Maintain proper clearances with other utilities.
- KKK. Perform required excavation, pipe bedding, proper backfill for all piping and structures.
- LLL. Provide and install 150 LF of 6" schedule 40 PVC for irrigation sleeves.
- MMM. Provide and install temporary steel plates as necessary to span over new utility work under active roadways in this scope.
- NNN. Furnish and install all concrete paving and unit pavers scope

SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

- OOO. Provide all excavation and backfill for this scope of work.
- PPP. Provide, install and compact granular fill required for this scope of work.
- QQQ. Provide for compaction and fine grade of onsite granular materials to be utilized.
- RRR. Provide and install all formwork required for concrete walks, steps, footings, walls, ramps and pavements.
- SSS. Provide and install all concrete materials, fiber-mesh, wire mesh, rebar, expansion joints, dowels, etc. to complete this scope. Reference Civil Details/Plans and Landscape Plans/Details.
- TTT. Provide and install all concrete curbs and sidewalks including at parking lots and entrances.
- UUU. Provide and install all concrete walks, steps, footings, walls, ramps and pavements.
- VVV. Provide and install Sidewalk ramps including detectable warning surfaces. Install where required per ADA and per Typical Sidewalk Ramp Detail.
- WWW. Provide and install all joint sealants for exterior concrete.
- XXX. Upon removal of Construction Entrance Road make all necessary repairs to existing concrete where curb and sidewalk cuts were made.
- YYY. Furnish and install all asphalt paving including subgrade aggregate, binder, surface, bumpers, signs, pavement markings, traffic signage, and temporary pavement markings.
- ZZZ. Furnish and install traffic control and temporary measures including flaggers, signage, flashing arrow signage, barricades, jersey barriers, barrels, temporary egress and ramps.
- AAAA. Furnish and install improvements at existing entrance to University Terrace Apartment complex including demo, pavement, speed bumps, and cleaning of existing curb as shown on roadway plans page 10. Vehicle access to be maintained at all times.
- BBBB. Furnish and install improvements at existing entrance and parking lot for University Adult Daycare including demo, concrete sidewalk, entrance drive, parking pavement, striping, demo of existing fence, new fence and gate, new retaining wall, and replace existing signage as shown on roadway plans page PM6. Vehicle access to be maintained at all times.
- CCCC. Provide saw-cut and milling of asphalt surfaces at tie-in locations.
- DDDD. Provide and install irrigation sleeves beneath walks/pavements where indicated.

1.6 SUBCONTRACTOR USE OF PREMISES

- A. General: During the construction period, the Subcontractor shall have use of the premises for construction operations. The subcontractor's use of the premises is limited by the Owner's right to use the site, perform work or to retain other subcontractors on portions of the Project. Do not disturb portions of the site beyond the areas in which the Work is indicated.
- B. Use of the Site: Limit use of the premises to work in areas indicated. Confine operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.

SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

- C. Access to the site for Deliveries and Truck Traffic. Refer to site logistics plan.
- D. All subcontractors shall exercise the practice of just-in-time delivery for all materials and equipment.
- E. The project takes place near heavily-trafficked public areas, and appropriate behavior is expected. Construction Manager and the Owner reserve the right to remove, without notice, any worker that displays inappropriate behavior, including abusive language.
- F. Designated parking will be offsite at Starlight Theater. Construction cannot use student parking at any time. Access to student parking is to be maintained at all times.
- G. Maintain safe egress for the UNCC Students to and from the campus during construction.
- H. Direct interaction with UNCC Students is prohibited
- I. The UNCC student parking must not be compromised, except due to demo work in the existing parking areas.
- J. No personal vehicles will be allowed on site.
- K. Maintain a logistic plan incorporating safety plans, first aid, evac rally points, egress paths, construction entrances, construction area limits, barriers, traffic paths, construction power, staging areas, trailer locations, vehicle parking, dumpsters, portolets, temp enclosures, etc that will be maintained and evolve with the project.
- L. Unless otherwise approved by Construction Manager, available working hours shall be between the hours of 8:00AM and 8:00PM, Monday through Saturday.
 - a. Schedule your standard work week hours with the superintendent.
 - b. Work scheduled outside of that window must be approved.
 - c. Reference the “Work Area Traffic Control Handbook” for specific work restriction on thoroughfare streets.
 - i. The peak flows of traffic in Charlotte, outside the Central Business District (CBD), generally occur between the hours of 7 am - 9 am and 4:30pm - 6:30 pm. During these hours, construction or maintenance work, which involves closure of a lane of traffic, will not be allowed on thoroughfare streets except for emergency situations or with approval from CDOT. As a general rule, all mul-lane roads or two-lane roads which are separated by a marked double yellow centerline should be considered to be thoroughfare streets.

1.7 GENERAL PROJECT REQUIREMENTS

- A. All subcontractors shall include 100% on site supervision
- B. All subcontractors are to include Infection Control Measures for COVID-19 in your safety plan that is compliant with CDC guidelines.
 - a. While on UNCC campus masks are to be worn covering the mouth and nose at all times.

SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

- b. The plan should also implement daily health surveys for symptoms, jobsite social distancing, keeping clean hands, disinfecting solutions, proper PPE such as masks, gloves and eye protection, and instructions for employees with symptoms of COVID-19, have been exposed to COVID-19, or that have tested positive for COVID-19.
- C. See the General Conditions “Taxes” Article in the project manual for tax exemptions.
- D. Each subcontractor shall provide all layout and field engineering required to complete each contract.
- E. Subcontractor to provide all permits, permit fees, inspection costs necessary to perform their designated scope of work.
- F. Subcontractors shall have representation at all required project meetings, including weekly jobsite meetings. This includes when scheduled to work on-site within 4 weeks of the meeting date. Subcontractor representative shall be empowered to make decisions regarding financial and schedule coordination, Project Manager and Superintendent.
- G. The University of North Carolina Charlotte must be given notice and issue their approval for any lane restrictions or closures necessary to complete Subcontractor’s scope of work. Subcontractor will be required to submit a plan drawing and schedule to accompany their notice of request for approval.
- H. As-built drawings must be updated with any modifications or clarifications weekly. Master as-built drawing set will be located in Construction Manager field office.
- I. Each subcontract to include all hoisting requirements necessary for their scope of work.
- J. No Subcontractor signs or advertising shall be allowed on the jobsite.
- K. Each subcontractor to provide weekly 4-week look-ahead schedules.
- L. Daily Jobsite Safety Audits (JSA) are required by each Subcontractor. JSA to include areas worked, quantities of materials installed, manpower, etc.
- M. Each subcontractor to provide a daily jobsite report by 9:00am the following workday to Construction Manager. At a minimum, it shall include weather conditions, temperature, number of employees and subcontractors on site, tasks completed, quantities of materials installed and /or removed or excavated, issues impacting work, and material deliveries.
- N. Any subcontractor requesting non-standard work (evenings, Sundays, etc.) must have written approval from Construction Manager (48) hours prior to starting work. Construction Manager must have personnel on-site while work is being completed.
- O. If there is space for a jobsite office or storage trailer(s) within the limits of this project, the Construction Manager will determine allowable size and location. If there is not available space on construction site a location on campus will be provided. All trailer utility hook-up will be the responsibility of the subcontractor. Subcontractors shall make arrangements for off-site storage and trucking as required.

SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

- P. Location and protection of existing and/or previously installed utilities will be the responsibility of each subcontractor. Subcontractor shall provide means and methods to locate existing utilities including coordination and notification with the University of North Carolina Charlotte, local utilities, hiring a private locator, and soft digging as required.
- Q. Subcontractors are responsible for all safety standards per the project safety plan. All costs associated with the project safety are to be included in subcontract costs. Subcontractors are required to monitor work for compliance with all required safety standards.
- R. All workers will be given documented safety orientations requiring 100% PPE and hardhat stickers
- S. The site contractor will be responsible for maintaining the manhours of each subcontractor's crews on site and ensuring they are adequately manned for each activity.
- T. Subcontractors will be required to provide task lighting as necessary to complete work.
- U. Subcontractor will be required to protect existing and/or new finishes and equipment during the execution of their scope.
- V. Subcontractor is responsible for all cutting and patching to perform their work.
- W. Removal and disposal of perimeter safety cables and other protective covers or systems shall be by the subcontractor whose work requires their removal to complete their work. Replace as necessary throughout the course of the work to maintain safe working conditions.
- X. Subcontractors shall complete, in a timely manner, all issued action item lists or Observation/Field Observation lists. Subcontractors shall add dedicated tradesmen to the site to complete such work within the timeframes established by Construction Manager.
- Y. Change order pricing and schedule impact for ASIs, CCDs, PR's, RFI's, or other directives shall be submitted within 7 calendar days of notice or as noted on the request, whichever is sooner. Construction Manager shall be notified prior to subcontractor starting change order work. Markups/Cost Breakdowns for change order work shall be per the Owner Established criteria established in the Owner/Construction Manager Agreement.
- Z. No Change order work is to proceed with-out written authorization from Shiel Sexton.
- AA. Temporary protection of one's own scope of work is to be included.
- BB. Each subcontractor is required to clean tires on their vehicles prior to entering public roads. Street sweeping/cleaning for materials/debris tracked onto public roads is the responsibility of the contractor who tracked material on to the roadway.
- CC. All temporary traffic control / flagging, deliveries, hoisting, scaffolding, etc., for each Subcontractor's respective scope of work will be the responsibility of each Subcontractor. For public safety, all subcontractors are required to escort their trucks to and from the jobsite perimeter.

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SCOPE OF WORK – CONTRACT #01 SITEWORK PACKAGE

- DD. All truck unloading shall be performed inside designated areas. All major deliveries must be scheduled at least (48) hours in advance with Construction Manager. Unloading of all deliveries is the responsibility of Subcontractor.
- EE. The University of North Carolina Charlotte prohibits tobacco products of any kind. Construction Manager will designate site smoking area(s).
- FF. Review Project Schedule and provide required mobilizations for when your specified work is to occur.
- GG. Upon award, Subcontractor is responsible to acquire and purchase (as many sets as needed) their own construction documents for the project.
- HH. Subcontractor is required to maintain a safe and clean work area. Subcontractor shall provide daily removal of all rubbish, place in recycling dumpsters provided, and broom clean areas with sweeping compounds. All tools, materials and equipment shall be neatly stored.

SCOPE OF WORK – CONTRACT #02 ELECTRICAL PACKAGE

I. CONTRACT SUMMARY AND SCOPE ASSIGNMENTS

A. Contracts will be subcontract agreements between Shiel Sexton Co., Inc., Construction Manager and the successful bidding contractors. The Subcontracts will represent the identified scope elements for each specific trade scope. Scopes of work will be coordinated and performed concurrently between all construction contracts.

B. This Bid Package includes the following Subcontracts:

1. Contract #02 – Site Lighting and Electrical.

II. CONTRACT SCOPE DEFINITIONS

Contract #02 – Site Lighting and Electrical: This contract includes but is not limited to the inclusion of all supervision, coordination, labor, equipment, tools, material, hoisting, rigging, etc., to complete the following scope.

A. Drawings: See Bid Documents

B. Specifications: Division 00 – Procurement and Contracting Requirements

C. Specifications: Division 01 – General Requirements

D. Trade Specific Specifications:

1. SECTION 260100 – GENERAL PROVISIONS – ELECTRICAL
2. SECTION 260111 – BASIC ELECTRICAL REQUIREMENTS
3. SECTION 260114 - ELECTRICAL DEMOLITION
4. SECTION 260235 - ELECTRICAL TESTING
5. SECTION 260519 - LOW VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES
6. SECTION 260526 - GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS
7. SECTION 260543 - UNDERGROUND DUCTS AND RACEWAYS FOR ELECTRICAL SYSTEMS
8. SECTION 260553 - IDENTIFICATION FOR ELECTRICAL SYSTEMS
9. SECTION 265600 - EXTERIOR LIGHTING

E. Scope Overview:

1. Install pedestrian light and streetlight poles, pole bases, luminaires, cabling, conduits, concrete ductbanks, handhole boxes, and blue light emergency telephones as depicted on the bid documents.
2. Relocations of light poles, handholes, and blue light telephones as depicted on the bid documents. Provide new concrete bases and cable as indicated.
3. Store light poles and other materials at designated locations on site.
4. Electrical demo/ removal of electrical scope including but not limited to poles, handholes, conduits, cable, and meter bases as depicted on bid documents
5. New conduits for communications as noted.
6. All tie-ins to existing or new circuits as required

SCOPE OF WORK – CONTRACT #02 ELECTRICAL PACKAGE

7. Provide grounding as required
8. Provide trenching, excavations, and compaction as required.
9. Provide temp power, saw service, trailer hook up and disconnect.
10. All Duke Energy pole work is by others.
11. Unload, transport and safely secure Owner provided Electrical equipment.
12. Include all hoisting and lifts for this scope of work.
13. Provide for “phased” work per the project master schedule including multiple mobilizations as necessary to perform this scope of work.
14. Provide for winter protection as necessary to perform this scope of work.
15. Provide for all survey and layout as it relates to its work.
16. Provide all necessary mobilizations to accommodate construction schedule
17. Provide daily cleaning for this scope of work.
18. Provide cutting and patching where necessary.
19. Protect public streets from dirt & debris during this scope of work. If streets, walkways are soiled by this contract, clean streets of dirt and debris immediately.
20. Suitable fill materials to be utilized on site. Any spoils piled on site are to be as directed by CM.
21. Coordinate/schedule all inspections and quality control with CM.
22. Provide for all utility locates. Hand dig and/or hydro-excavate, if allowed, to locate all existing utilities prior to excavation. Locate and mark all private and public existing utilities in areas where work is being done
23. Provide for coordination with all other contractors and trades drawings/shop drawings.
24. Electrical Contractor shall visit the project site prior to bidding project and prior to starting construction to familiarize themselves with existing conditions and for coordination of all work not indicated on the drawings.
25. Lot 6A will be used for construction office trailers and staging area. Storage and trailer space will be provided based on availability and schedule. Coordinate any use of the storing and staging with CM at least 1 week prior to delivery.
26. Provide for protection of adjacent properties, dust control, mud control, during this scope of work.
27. When crossing roadways provide traffic control measures including full time crossing guards at designated crossing area. Always provide and maintain a safe pedestrian crossing area on streets
28. Remove and dispose of all materials including handholes, conduit, cable, and other electrical scope not to be reused as depicted on the bid documents.
29. All demolition debris is to be removed from site on a daily basis. No debris shall be disposed of in University Facilities containers or on University property. All items scheduled to be removed are to be hauled off site and legally disposed of.
30. Protect existing walks, curbs, drives, utilities, etc. that are to remain. Any pavement, landscaping, structures which are damaged during construction activities by this contractor, shall be repaired/replaced by this contractor.

SCOPE OF WORK – CONTRACT #02 ELECTRICAL PACKAGE

31. Provide excavations and backfill for this scope. Provide all OSHA required slopes and trench protection while installing underground utilities and for all excavations.
32. Remove lighting and electrical work as indicated. All utilities to remain operational during construction. Schedule all switchovers / shutdowns (1) week in advance with Construction Manager.
33. Take measures necessary to ensure existing utility service remains operational throughout excavation and trenching.
34. Maintain proper clearances with other utilities.
35. Perform required excavation, proper backfill for all piping and structures.
36. Provide, install and compact granular fill required for this scope of work.
37. Provide for compaction and fine grade of onsite granular materials to be utilized.
38. Provide and install all concrete materials to complete this scope.
39. Provide saw-cut of asphalt surfaces at tie-in locations where necessary

1.6 SUBCONTRACTOR USE OF PREMISES

- A. General: During the construction period, the Subcontractor shall have use of the premises for construction operations. The subcontractor's use of the premises is limited by the Owner's right to use the site, perform work or to retain other subcontractors on portions of the Project. Do not disturb portions of the site beyond the areas in which the Work is indicated.
- B. Use of the Site: Limit use of the premises to work in areas indicated. Confine operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.
- C. Access to the site for all Deliveries and Truck Traffic. Refer to site logistics plan.
- D. All subcontractors shall exercise the practice of just-in-time delivery for all materials and equipment.
- E. The project takes place near heavily-trafficked public areas, and appropriate behavior is expected. Construction Manager and the Owner reserve the right to remove, without notice, any worker that displays inappropriate behavior, including abusive language.
- F. Designated parking will be offsite at Starlight Theater. Construction cannot use student parking at any time. Access to student parking is to be maintained at all times.
- G. Maintain safe egress for the UNCC Students to and from the campus during construction.
- H. Direct interaction with UNCC Students is prohibited
- I. The UNCC student parking must not be compromised, except due to demo work in the existing parking areas.
- J. No personal vehicles will be allowed on site.

SCOPE OF WORK – CONTRACT #02 ELECTRICAL PACKAGE

- K. Maintain a logistic plan incorporating safety plans, first aid, evac rally points, egress paths, construction entrances, construction area limits, barriers, traffic paths, construction power, staging areas, trailer locations, vehicle parking, dumpsters, portolets, temp enclosures, etc that will be maintained and evolve with the project.
- L. Unless otherwise approved by Construction Manager, available working hours shall be between the hours of 8:00AM and 8:00PM, Monday through Saturday.
 - a. Schedule your standard work week hours with the superintendent.
 - b. Work scheduled outside of that window must be approved.

1.7 GENERAL PROJECT REQUIREMENTS

- A. All subcontractor shall include 100% on site supervision
- B. All subcontractors are to include Infection Control Measures for COVID-19 in your safety plan that is compliant with CDC guidelines.
 - a. While on UNCC campus masks are to be worn covering the mouth and nose at all times.
 - b. The plan should also implement daily health surveys for symptoms, jobsite social distancing, keeping clean hands, disinfecting solutions, proper PPE such as masks, gloves and eye protection, and instructions for employees with symptoms of COVID-19, have been exposed to COVID-19, or that have tested positive for COVID-19.
- C. See the General Conditions “Taxes” Article in the project manual for tax exemptions.
- D. Each subcontractor shall provide all layout and field engineering required to complete each contract.
- E. Subcontractor to provide all permits, permit fees, inspection costs necessary to perform their designated scope of work.
- F. Subcontractors shall have representation at all required project meetings, including weekly jobsite meetings. This includes when scheduled to work on-site within 4 weeks of the meeting date. Subcontractor representative shall be empowered to make decisions regarding financial and schedule coordination, Project Manager and Superintendent.
- G. The University of North Carolina Charlotte must be given notice and issue their approval for any lane restrictions or closures necessary to complete Subcontractor’s scope of work. Subcontractor will be required to submit a plan drawing and schedule to accompany their notice of request for approval.
- H. As-built drawings must be updated with any modifications or clarifications weekly. Master as-built drawing set will be located in Construction Manager field office.
- I. Each subcontract to include all hoisting requirements necessary for their scope of work.
- J. No Subcontractor signs or advertising shall be allowed on the jobsite.
- K. Each subcontractor to provide weekly 4-week look-ahead schedules.

SCOPE OF WORK – CONTRACT #02 ELECTRICAL PACKAGE

- L. Daily Jobsite Safety Audits (JSA) are required by each Subcontractor. JSA to include areas worked, quantities of materials installed, manpower, etc.
- M. Each subcontractor to provide a daily jobsite report by 9:00am the following workday to Construction Manager. At a minimum, it shall include weather conditions, temperature, number of employees and subcontractors on site, tasks completed, quantities of materials installed and /or removed or excavated, issues impacting work, and material deliveries.
- N. Any subcontractor requesting non-standard work (evenings, Sundays, etc.) must have written approval from Construction Manager (48) hours prior to starting work. Construction Manager must have personnel on-site while work is being completed.
- O. If there is space for a jobsite office or storage trailer(s) within the limits of this project, the Construction Manager will determine allowable size and location. If there is not available space on construction site a location on campus will be provided. All trailer utility hook-up will be the responsibility of the subcontractor. Subcontractors shall make arrangements for off-site storage and trucking as required.
- P. Location and protection of existing and/or previously installed utilities will be the responsibility of each subcontractor. Subcontractor shall provide means and methods to locate existing utilities including coordination and notification with the University of North Carolina Charlotte, local utilities, hiring a private locator, and soft digging as required.
- Q. Subcontractors are responsible for all safety standards per the project safety plan. All costs associated with the project safety are to be included in subcontract costs. Subcontractors are required to monitor work for compliance with all required safety standards.
- R. All workers will be given documented safety orientations requiring 100% PPE and hardhat stickers
- S. The site contractor will be responsible for maintaining the manhours of each subcontractor's crews on site and ensuring they are adequately manned for each activity.
- T. Subcontractors will be required to provide task lighting as necessary to complete work.
- U. Subcontractor will be required to protect existing and/or new finishes and equipment during the execution of their scope.
- V. Subcontractor is responsible for all cutting and patching to perform their work.
- W. Removal and disposal of perimeter safety cables and other protective covers or systems shall be by the subcontractor whose work requires their removal to complete their work. Replace as necessary throughout the course of the work to maintain safe working conditions.
- X. Subcontractors shall complete, in a timely manner, all issued action item lists or Observation/Field Observation lists. Subcontractors shall add dedicated tradesmen to the site to complete such work within the timeframes established by Construction Manager.

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SCOPE OF WORK – CONTRACT #02 ELECTRICAL PACKAGE

- Y. Change order pricing and schedule impact for ASIs, CCDs, PR's, RFI's, or other directives shall be submitted within 7 calendar days of notice or as noted on the request, whichever is sooner. Construction Manager shall be notified prior to subcontractor starting change order work. Markups/Cost Breakdowns for change order work shall be per the Owner Established criteria established in the Owner/Construction Manager Agreement.
- Z. No Change order work is to proceed with-out written authorization from Shiel Sexton.
- AA. Temporary protection of one's own scope of work is to be included.
- BB. Each subcontractor is required to clean tires on their vehicles prior to entering public roads. Street sweeping/cleaning for materials/debris tracked onto public roads is the responsibility of the contractor who tracked material on to the road-way.
- CC. All temporary traffic control / flagging, deliveries, hoisting, scaffolding, etc., for each Subcontractor's respective scope of work will be the responsibility of each Subcontractor. For public safety, all subcontractors are required to escort their trucks to and from the jobsite perimeter.
- DD. All truck unloading shall be performed inside designated areas. All major deliveries must be scheduled at least (48) hours in advance with Construction Manager. Unloading of all deliveries is the responsibility of Subcontractor.
- EE. The University of North Carolina Charlotte prohibits tobacco products of any kind. Construction Manager will designate site smoking area(s).
- FF. Review Project Schedule and provide required mobilizations for when your specified work is to occur.
- GG. Upon award, Subcontractor is responsible to acquire and purchase (as many sets as needed) their own construction documents for the project.
- HH. Subcontractor is required to maintain a safe and clean work area. Subcontractor shall provide daily removal of all rubbish, place in recycling dumpsters provided, and broom clean areas with sweeping compounds. All tools, materials and equipment shall be neatly stored.

SCOPE OF WORK – CONTRACT #03 LANDSCAPE PACKAGE

I. CONTRACT SUMMARY AND SCOPE ASSIGNMENTS

A. Contracts will be subcontract agreements between Shiel Sexton Co., Inc., Construction Manager and the successful bidding contractors. The Subcontracts will represent the identified scope elements for each specific trade scope. Scopes of work will be coordinated and performed concurrently between all construction contracts.

B. This Bid Package includes the following Subcontracts:

1. Contract #03 - Landscaping.

II. CONTRACT SCOPE DEFINITIONS

Contract #03 – Landscaping. This contract includes but is not limited to the inclusion of all supervision, coordination, labor, equipment, tools, material, hoisting, rigging, etc., to complete the following scope.

A. Drawings: See Bid Documents

B. Specifications: Division 00 – Procurement and Contracting Requirements

C. Specifications: Division 01 – General Requirements

D. Trade Specific Specifications:

1. SECTION 328400 - PLANTING IRRIGATION
2. SECTION 329200 - TURF AND GRASSES
3. SECTION 329300 - PLANTS

E. Scope Overview:

1. Provide all labor, material, equipment, tools, taxes, insurance and supervision necessary to perform all landscaping work in accordance with the plans and specifications. Subcontractor shall include but not be limited to: all plantings as scheduled, mulch, sod, fine grading, removal of spoils, relocation and replacement of silt fencing or baffles as required to complete plantings, removal of all non-organic waste to on-site dumpsters. Duration shall be per the construction schedule. Subcontractor required to attend pre-construction meetings as scheduled by SSC.
2. Provide all bio retention planting, sod, and river rock at BMP ponds (See SCM drawings). Coordinate planting with BMP construction schedule.
3. Plant size and species to match the planting schedule and urban forestry planting requirements unless approved otherwise.
4. Provide organic starters, herbicides, staking and protection as noted on the bid documents
5. Provide all temporary watering and maintenance required to ensure success of plantings at final acceptance.
6. Provide for “phased” work per the project master schedule including multiple mobilizations as necessary to perform this scope of work.
7. Provide for winter protection as necessary to perform this scope of work.
8. Provide for all survey and layout as it relates to its work.

SCOPE OF WORK – CONTRACT #03 LANDSCAPE PACKAGE

9. Provide all necessary mobilizations to accommodate construction schedule
10. Provide daily cleaning for this scope of work.
11. Protect public streets from dirt & debris during this scope of work. If streets, walkways are soiled by this contract, clean streets of dirt and debris immediately.
12. Coordinate inspections with CM.
13. Provide for all utility locates. Hand dig and/or hydro-excavate, if allowed, to locate all existing utilities prior to excavation. Locate and mark all private and public existing utilities in areas where work is being done
14. Provide for coordination with all other contractors and trades drawings/shop drawings.
15. Contractor shall visit the project site prior to bidding project and prior to starting construction to familiarize themselves with existing conditions and for coordination of all work not indicated on the drawings.
16. Lot 6A will be used for construction office trailers and staging area. Storage will space will be provided based on availability and schedule. Coordinate any use of the storing and staging with CM at least 1 week prior to delivery.
17. Provide for protection of adjacent properties, dust control, mud control, and road maintenance during this scope of work.
18. Provide all traffic control measures during delivery and equipment operation including full time crossing guards at designated crossing area as noted on phasing plans. Always provide and maintain a safe pedestrian crossing area on John Kirk Drive.
19. All trash and debris is to be removed from site on a daily basis. No debris shall be disposed of in University Facilities containers or on University property. All items scheduled to be removed are to be hauled off site and legally disposed of.
20. Protect existing walks, curbs, drives, utilities, etc. that are to remain. Any pavement, landscaping, structures which are damaged during construction activities by this contractor, shall be repaired/replaced by this contractor.
21. Suitable topsoil and compactable spoil materials may be hauled and stored if necessary. No stockpile of spoil materials or topsoil onsite will be allowed.
22. Provide grading activities so that the site drains during construction.
23. Provide excavations and backfill for this scope. Provide all OSHA required slopes and trench protection while installing underground utilities and for all excavations.
24. Maintain proper clearances with utilities.
25. Provide and install irrigation sleeves beneath walks/pavements where indicated.

1.6 SUBCONTRACTOR USE OF PREMISES

- A. General: During the construction period, the Subcontractor shall have use of the premises for construction operations. The subcontractor's use of the premises is limited by the Owner's right to use the site, perform work or to retain other subcontractors on portions of the Project. Do not disturb portions of the site beyond the areas in which the Work is indicated.

SCOPE OF WORK – CONTRACT #03 LANDSCAPE PACKAGE

- B. Use of the Site: Limit use of the premises to work in areas indicated. Confine operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.
- C. Access to the site for all Deliveries and Truck Traffic. Refer to site logistics plan.
- D. All subcontractors shall exercise the practice of just-in-time delivery for all materials and equipment.
- E. The project takes place near heavily-trafficked public areas, and appropriate behavior is expected. Construction Manager and the Owner reserve the right to remove, without notice, any worker that displays inappropriate behavior, including abusive language.
- F. Designated parking will be offsite at Starlight Theater. Construction cannot use student parking at any time. Access to student parking is to be maintained at all times.
- G. Maintain safe egress for the UNCC Students to and from the campus during construction.
- H. Direct interaction with UNCC Students is prohibited
- I. The UNCC student parking must not be compromised, except due to demo work in the existing parking areas.
- J. No personal vehicles will be allowed on site.
- K. Maintain a logistic plan incorporating safety plans, first aid, evac rally points, egress paths, construction entrances, construction area limits, barriers, traffic paths, construction power, staging areas, trailer locations, vehicle parking, dumpsters, portolets, temp enclosures, etc that will be maintained and evolve with the project.
- L. Unless otherwise approved by Construction Manager, available working hours shall be between the hours of 8:00AM and 8:00PM, Monday through Saturday.
 - a. Schedule your standard work week hours with the superintendent.
 - b. Work scheduled outside of that window must be approved.

1.7 GENERAL PROJECT REQUIREMENTS

- A. All subcontractor shall include 100% on site supervision
- B. All subcontractors are to include Infection Control Measures for COVID-19 in your safety plan that is compliant with CDC guidelines.
 - a. While on UNCC campus masks are to be worn covering the mouth and nose at all times.
 - b. The plan should also implement daily health surveys for symptoms, jobsite social distancing, keeping clean hands, disinfecting solutions, proper PPE such as masks, gloves and eye protection, and instructions for employees with symptoms of COVID-19, have been exposed to COVID-19, or that have tested positive for COVID-19.
- C. See the General Conditions "Taxes" Article in the project manual for tax exemptions.

SCOPE OF WORK – CONTRACT #03 LANDSCAPE PACKAGE

- D. Each subcontractor shall provide all layout and field engineering required to complete each contract.
- E. Subcontractor to provide all permits, permit fees, inspection costs necessary to perform their designated scope of work.
- F. Subcontractors shall have representation at all required project meetings, including weekly jobsite meetings. This includes when scheduled to work on-site within 4 weeks of the meeting date. Subcontractor representative shall be empowered to make decisions regarding financial and schedule coordination, Project Manager and Superintendent.
- G. The University of North Carolina Charlotte must be given notice and issue their approval for any lane restrictions or closures necessary to complete Subcontractor's scope of work. Subcontractor will be required to submit a plan drawing and schedule to accompany their notice of request for approval.
- H. As-built drawings must be updated with any modifications or clarifications weekly. Master as-built drawing set will be located in Construction Manager field office.
- I. Each subcontract to include all hoisting requirements necessary for their scope of work.
- J. No Subcontractor signs or advertising shall be allowed on the jobsite.
- K. Each subcontractor to provide weekly 4-week look-ahead schedules.
- L. Daily Jobsite Safety Audits (JSA) are required by each Subcontractor. JSA to include areas worked, quantities of materials installed, manpower, etc.
- M. Each subcontractor to provide a daily jobsite report by 9:00am the following workday to Construction Manager. At a minimum, it shall include weather conditions, temperature, number of employees and subcontractors on site, tasks completed, quantities of materials installed and /or removed or excavated, issues impacting work, and material deliveries.
- N. Any subcontractor requesting non-standard work (evenings, Sundays, etc.) must have written approval from Construction Manager (48) hours prior to starting work. Construction Manager must have personnel on-site while work is being completed.
- O. If there is space for a jobsite office or storage trailer(s) within the limits of this project, the Construction Manager will determine allowable size and location. If there is not available space on construction site a location on campus will be provided. All trailer utility hook-up will be the responsibility of the subcontractor. Subcontractors shall make arrangements for off-site storage and trucking as required.
- P. Location and protection of existing and/or previously installed utilities will be the responsibility of each subcontractor. Subcontractor shall provide means and methods to locate existing utilities including coordination and notification with the University of North Carolina Charlotte, local utilities, hiring a private locator, and soft digging as required.

SCOPE OF WORK – CONTRACT #03 LANDSCAPE PACKAGE

- Q. Subcontractors are responsible for all safety standards per the project safety plan. All costs associated with the project safety are to be included in subcontract costs. Subcontractors are required to monitor work for compliance with all required safety standards.
- R. All workers will be given documented safety orientations requiring 100% PPE and hardhat stickers
- S. The site contractor will be responsible for maintaining the manhours of each subcontractor's crews on site and ensuring they are adequately manned for each activity.
- T. Subcontractors will be required to provide task lighting as necessary to complete work.
- U. Subcontractor will be required to protect existing and/or new finishes and equipment during the execution of their scope.
- V. Subcontractor is responsible for all cutting and patching to perform their work.
- W. Removal and disposal of perimeter safety cables and other protective covers or systems shall be by the subcontractor whose work requires their removal to complete their work. Replace as necessary throughout the course of the work to maintain safe working conditions.
- X. Subcontractors shall complete, in a timely manner, all issued action item lists or Observation/Field Observation lists. Subcontractors shall add dedicated tradesmen to the site to complete such work within the timeframes established by Construction Manager.
- Y. Change order pricing and schedule impact for ASIs, CCDs, PR's, RFI's, or other directives shall be submitted within 7 calendar days of notice or as noted on the request, whichever is sooner. Construction Manager shall be notified prior to subcontractor starting change order work. Markups/Cost Breakdowns for change order work shall be per the Owner Established criteria established in the Owner/Construction Manager Agreement.
- Z. No Change order work is to proceed with-out written authorization from Shiel Sexton.
- AA. Temporary protection of one's own scope of work is to be included.
- BB. Each subcontractor is required to clean tires on their vehicles prior to entering public roads. Street sweeping/cleaning for materials/debris tracked onto public roads is the responsibility of the contractor who tracked material on to the roadway.
- CC. All temporary traffic control / flagging, deliveries, hoisting, scaffolding, etc., for each Subcontractor's respective scope of work will be the responsibility of each Subcontractor. For public safety, all subcontractors are required to escort their trucks to and from the jobsite perimeter.
- DD. All truck unloading shall be performed inside designated areas. All major deliveries must be scheduled at least (48) hours in advance with Construction Manager. Unloading of all deliveries is the responsibility of Subcontractor.
- EE. The University of North Carolina Charlotte prohibits tobacco products of any kind. Construction Manager will designate site smoking area(s).

University of North Carolina Charlotte
East Village Infrastructure
Charlotte, North Carolina

SCOPE OF WORK – CONTRACT #03 LANDSCAPE PACKAGE

- FF. Review Project Schedule and provide required mobilizations for when your specified work is to occur.
- GG. Upon award, Subcontractor is responsible to acquire and purchase (as many sets as needed) their own construction documents for the project.
- HH. Subcontractor is required to maintain a safe and clean work area. Subcontractor shall provide daily removal of all rubbish, place in recycling dumpsters provided, and broom clean areas with sweeping compounds. All tools, materials and equipment shall be neatly stored.

SHIEL SEXTON ⊕ **EXPECT MORE**

UNC Charlotte

East Village Infrastructure
Pre-Bid Meeting

September 22, 2020



SHIEL SEXTON

WE BUILD FOR PEOPLE WHO
EXPECT MORE ⊕



UNCC East Village Infrastructure Introduction of the Team

- **UNC CHARLOTTE**

- Brian Kugler – Sr. Project Manager
- Dorothy Vick – HUB Coordinator

- **DESIGN TEAM**

- Kimley Horn - Joey Racer - P.E.
- Kimley Horn - Ben Taylor - P.E.
- McCracken & Lopez – Greg Johnson
- McCracken & Lopez – James Currie

- **CONSTRUCTION MANAGER**

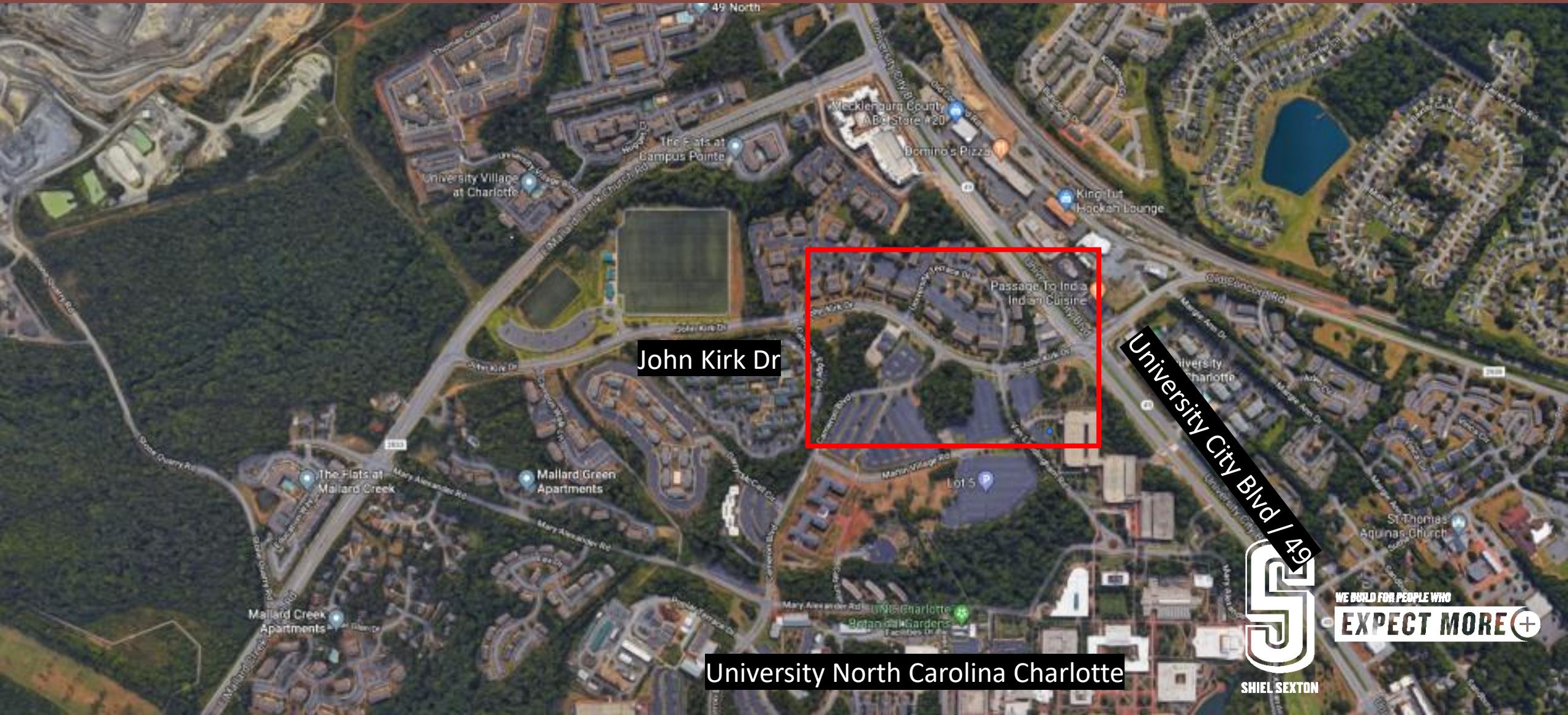
- Josh Craft – Project Estimator
- Bill Cuddeback – Project Manager
- Chris Tarwater – Superintendent
- Tim Marsh – Director of Preconstruction



UNCC East Village Infrastructure Project Overview

- The scope of work for this project is to build road improvements along John Kirk Drive which includes road widening, storm system upgrades, new pedestrian walkways, site lighting, and new signaled intersections at Cameron Blvd. and Van Landingham Road.
- Traffic Signal work will be by others
- Public street lighting by Duke Energy will be designated on the drawings.

UNC Charlotte East Campus



John Kirk Dr

University City Blvd / 49

University North Carolina Charlotte



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UNC Charlotte East Campus



Cameron Blvd

Van Landingham Rd

Martin Village Rd

John Kirk Dr

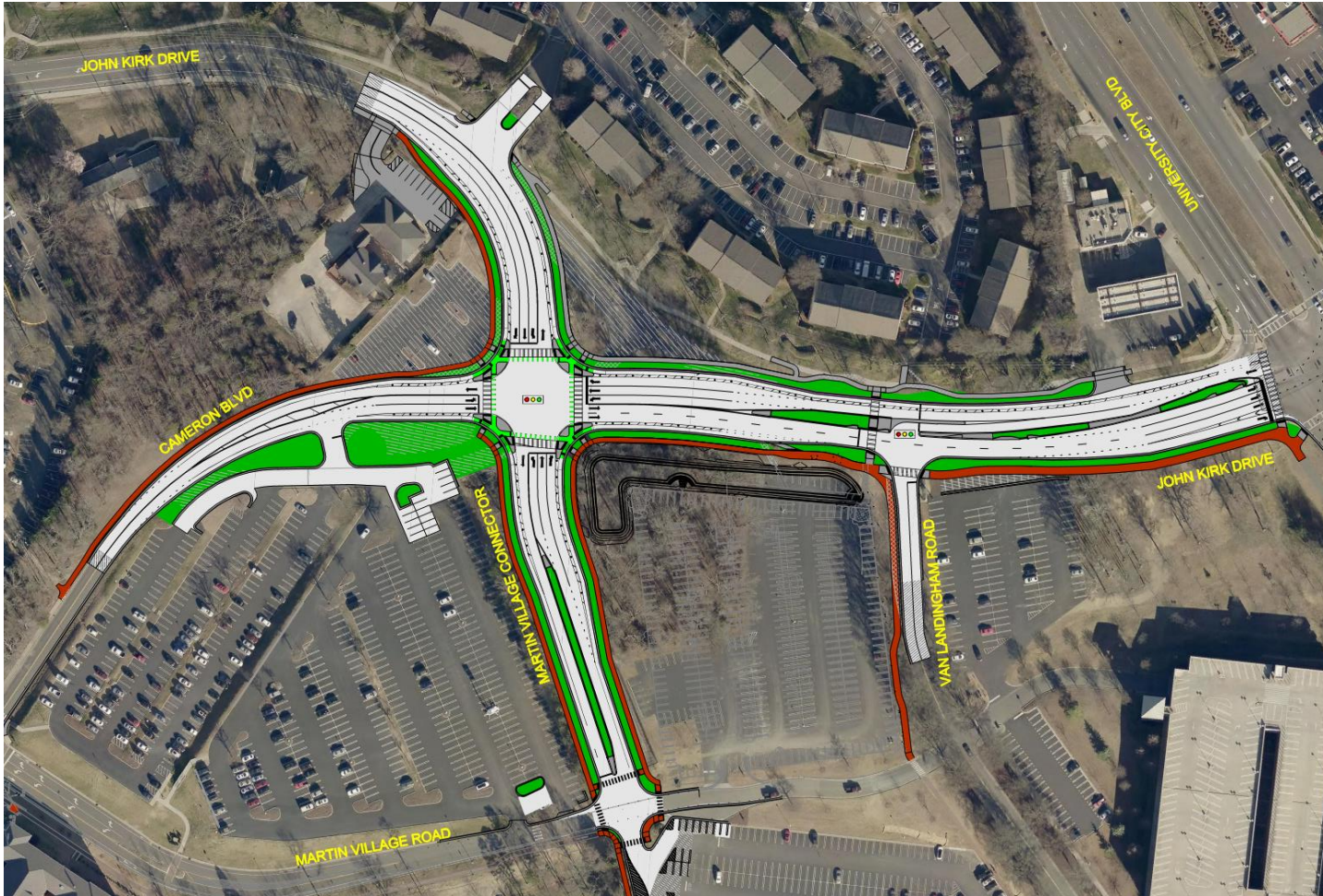
University City Blvd / 49



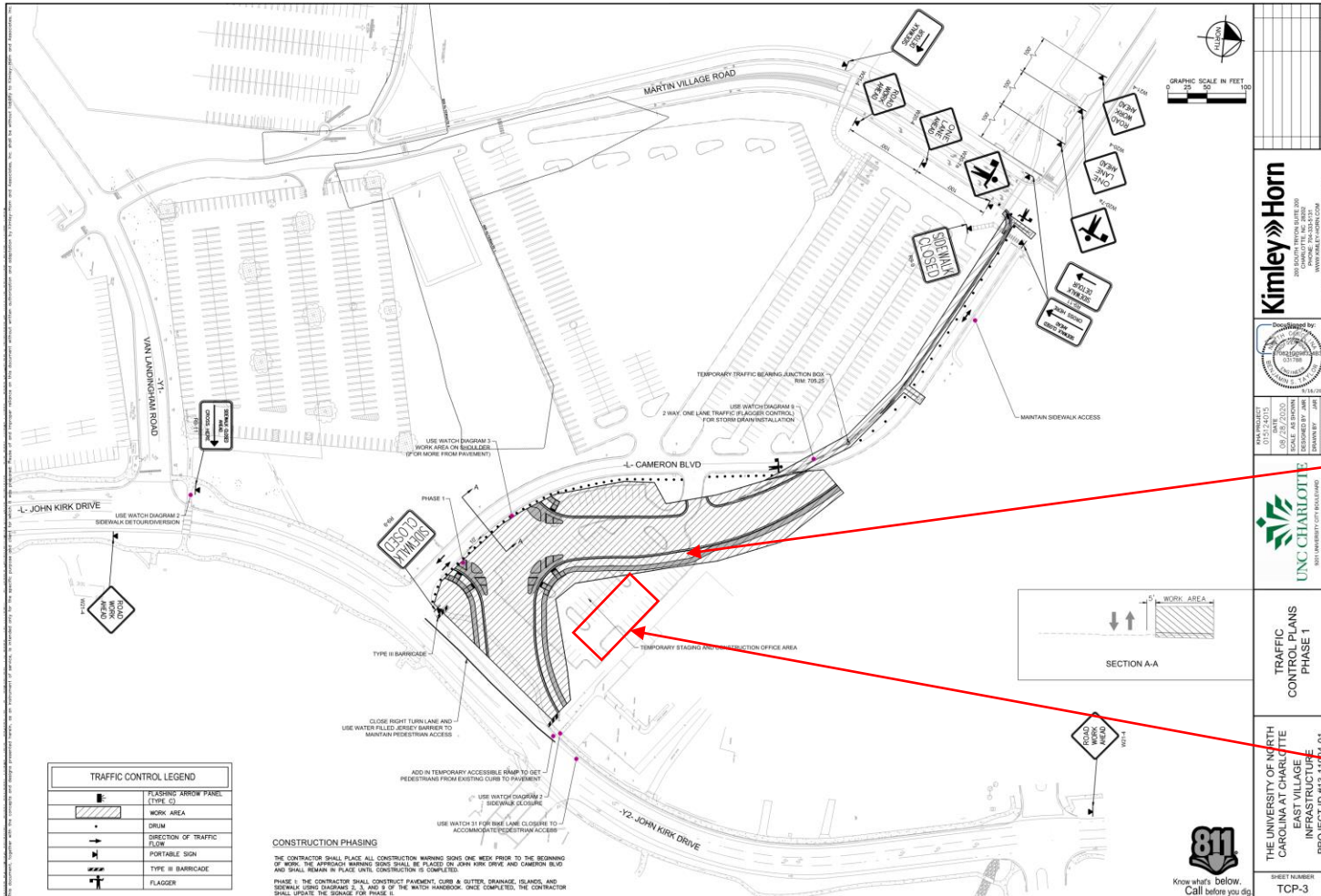
SHIEL SEXTON

WE BUILD FOR PEOPLE WHO
EXPECT MORE+

UNCC East Village Infrastructure

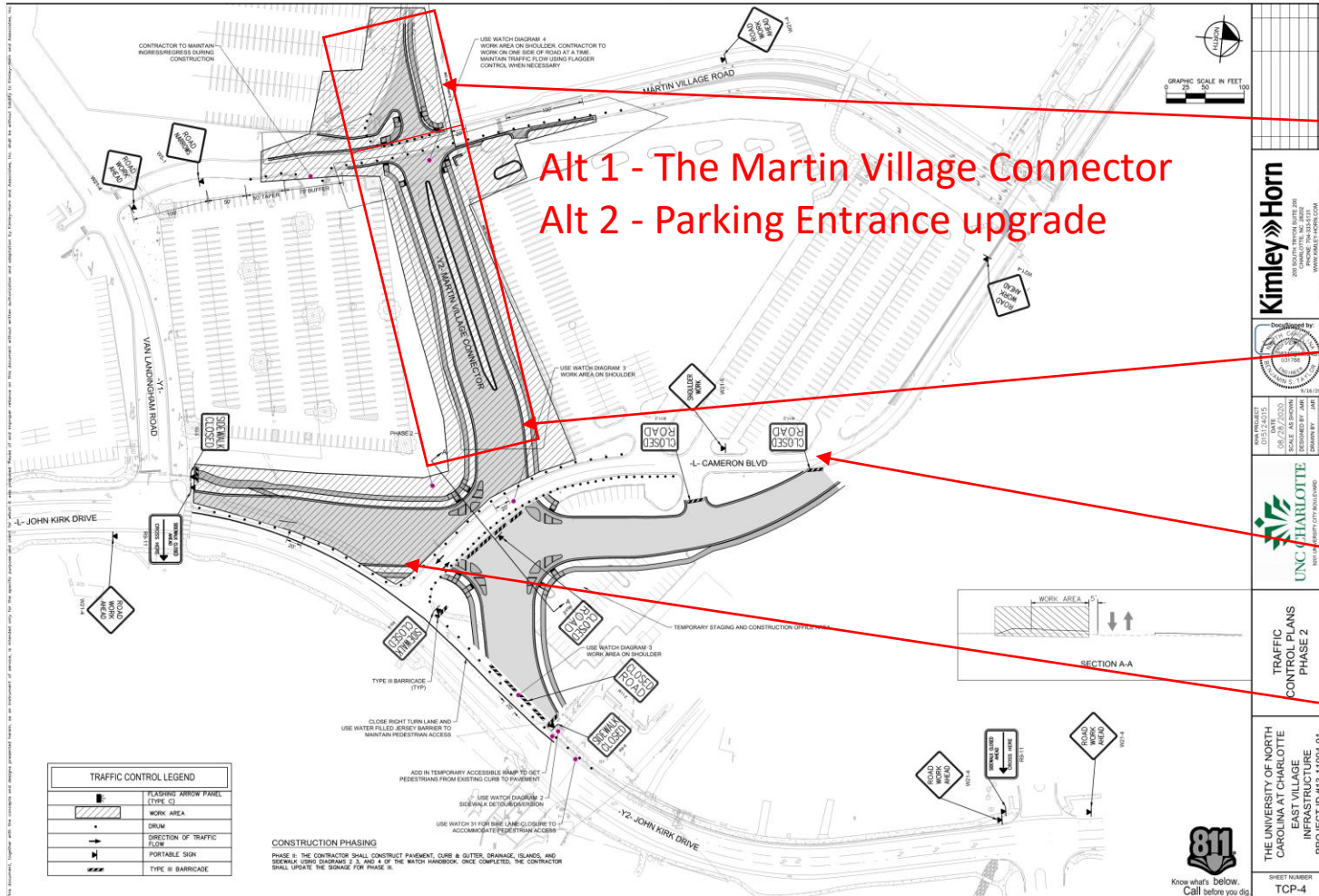


UNCC East Village Infrastructure



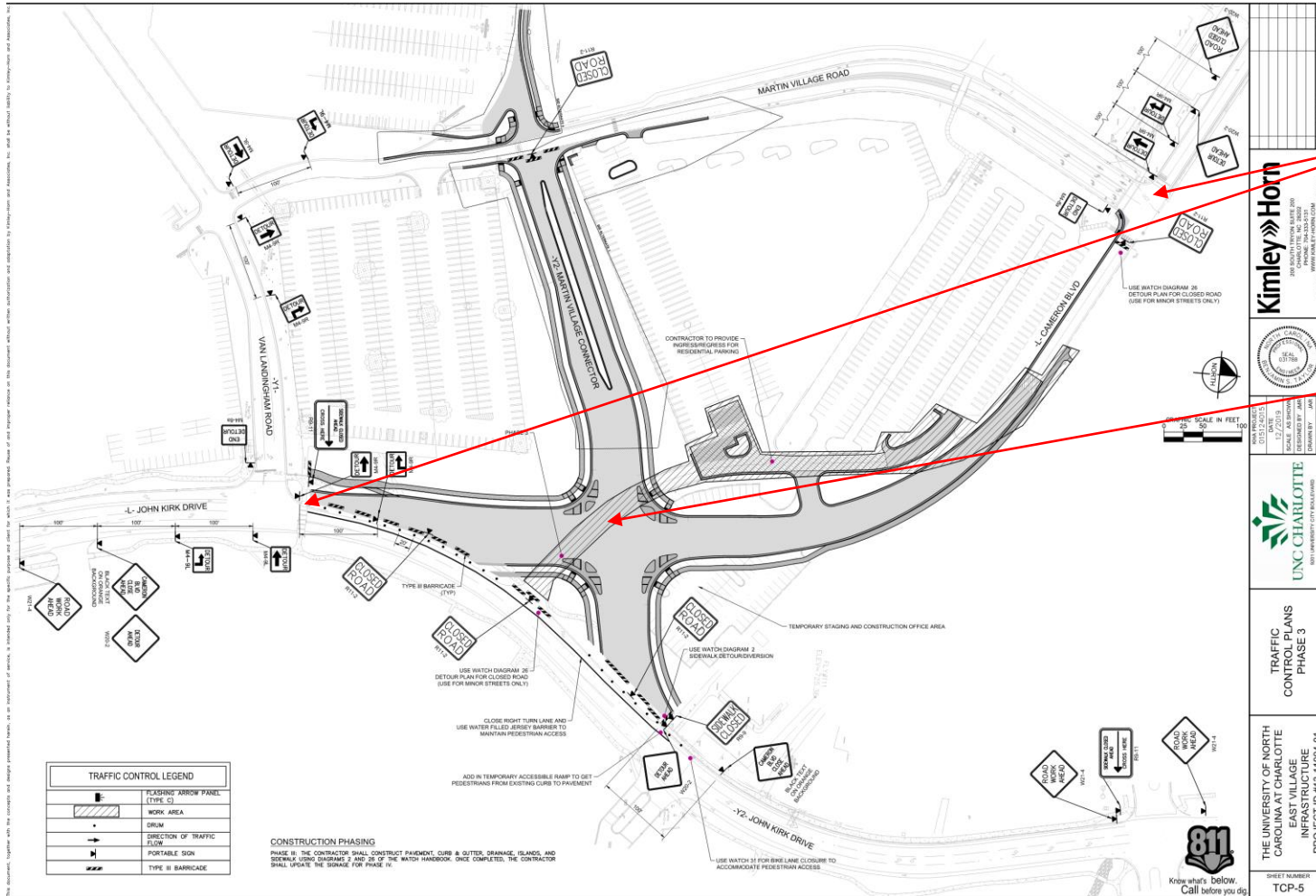
- **PHASE 1**
- Mobilize establish office trailers, temporary measures, and traffic control.
- Demo parking lot next to adult daycare and begin phase 1 work for new intersection.
- Office trailer and laydown area

UNCC East Village Infrastructure



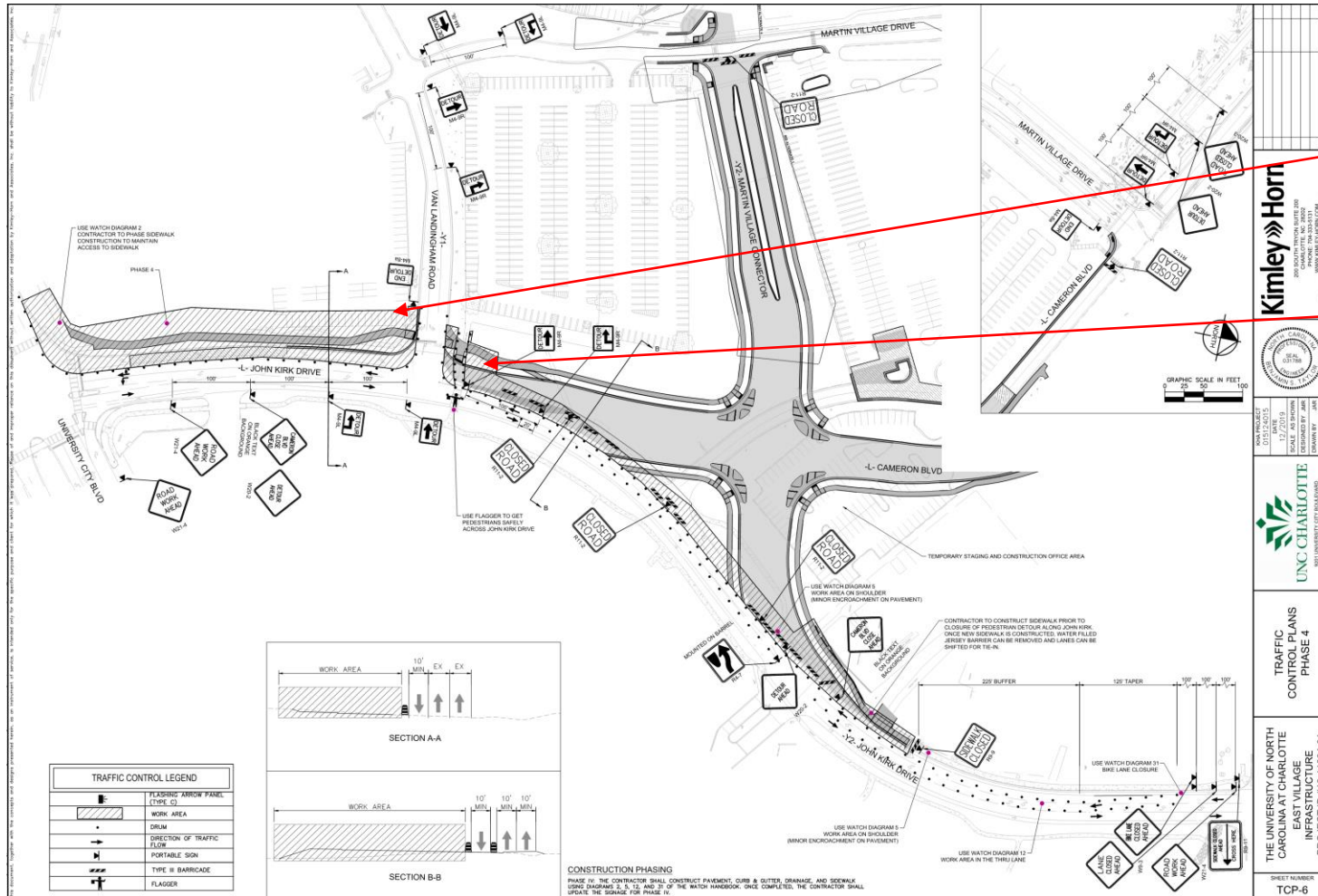
- **PHASE 2**
- Parking Lot 5 entrance Improvements is Bid Alternate 2
- Martin Village Connector is Bid Alternate 1.
- Cameron Blvd to remain open to traffic.
- Continue new intersection

UNCC East Village Infrastructure



- **PHASE 3**
- Detour traffic to Van Landingham Blvd and Martin Village Road
- Close Cameron Blvd to complete paving of new intersection and parking lot access

UNCC East Village Infrastructure



- **PHASE 4**
- Traffic control and lane widening of John Kirk Dr.
- Maintain a safe crossing for pedestrians at Van Landingham Blvd.

Kimley»Horn

300 SOUTH PLYMOUTH STREET, SUITE 200
 WASHINGTON, DC 20032
 PHONE: 703.333.8377
 FAX: 703.333.8377
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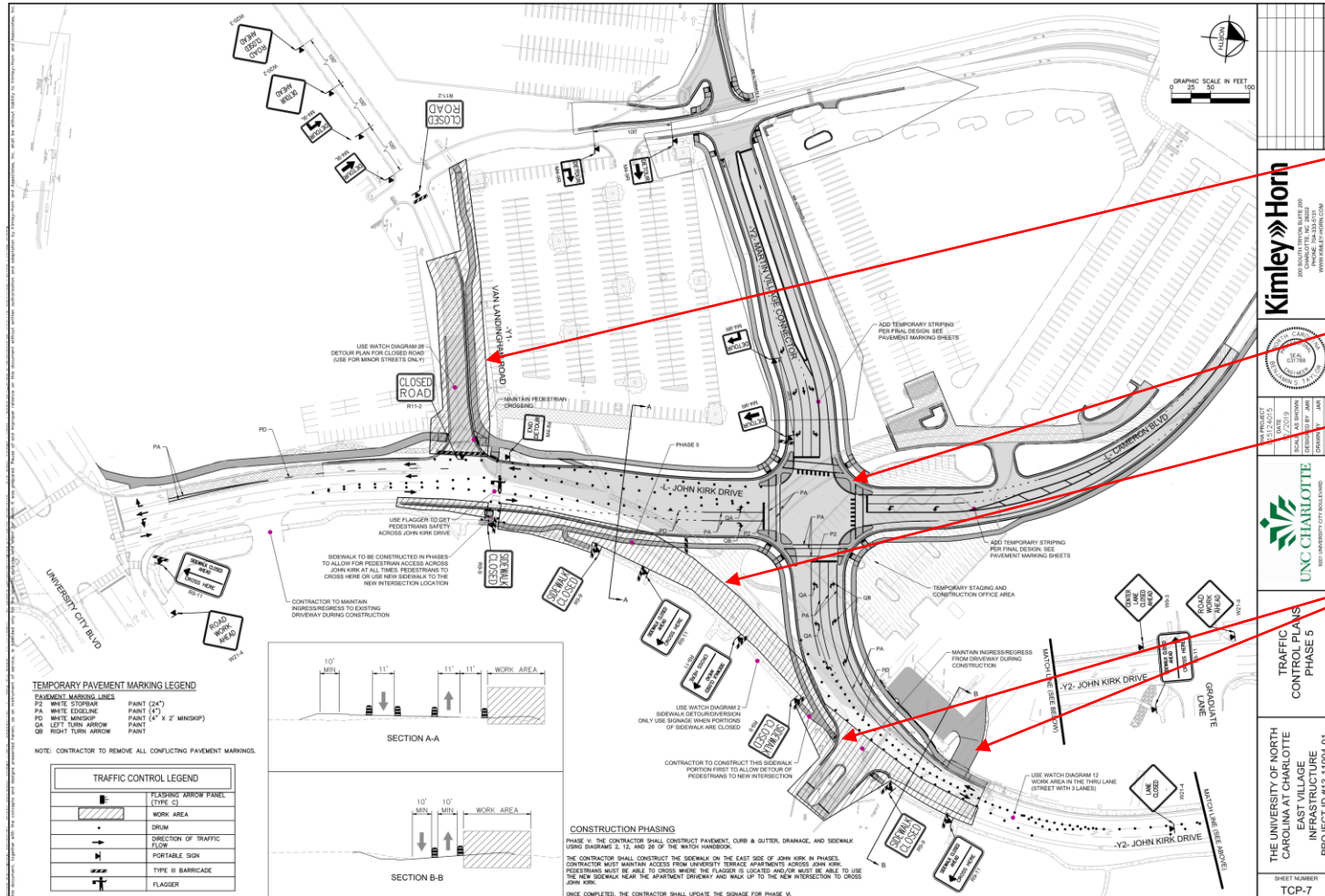
DATE: 12/7/19

PROJECT: UNCC EAST VILLAGE INFRASTRUCTURE PHASE 4

PROJECT ID #13-11004-01

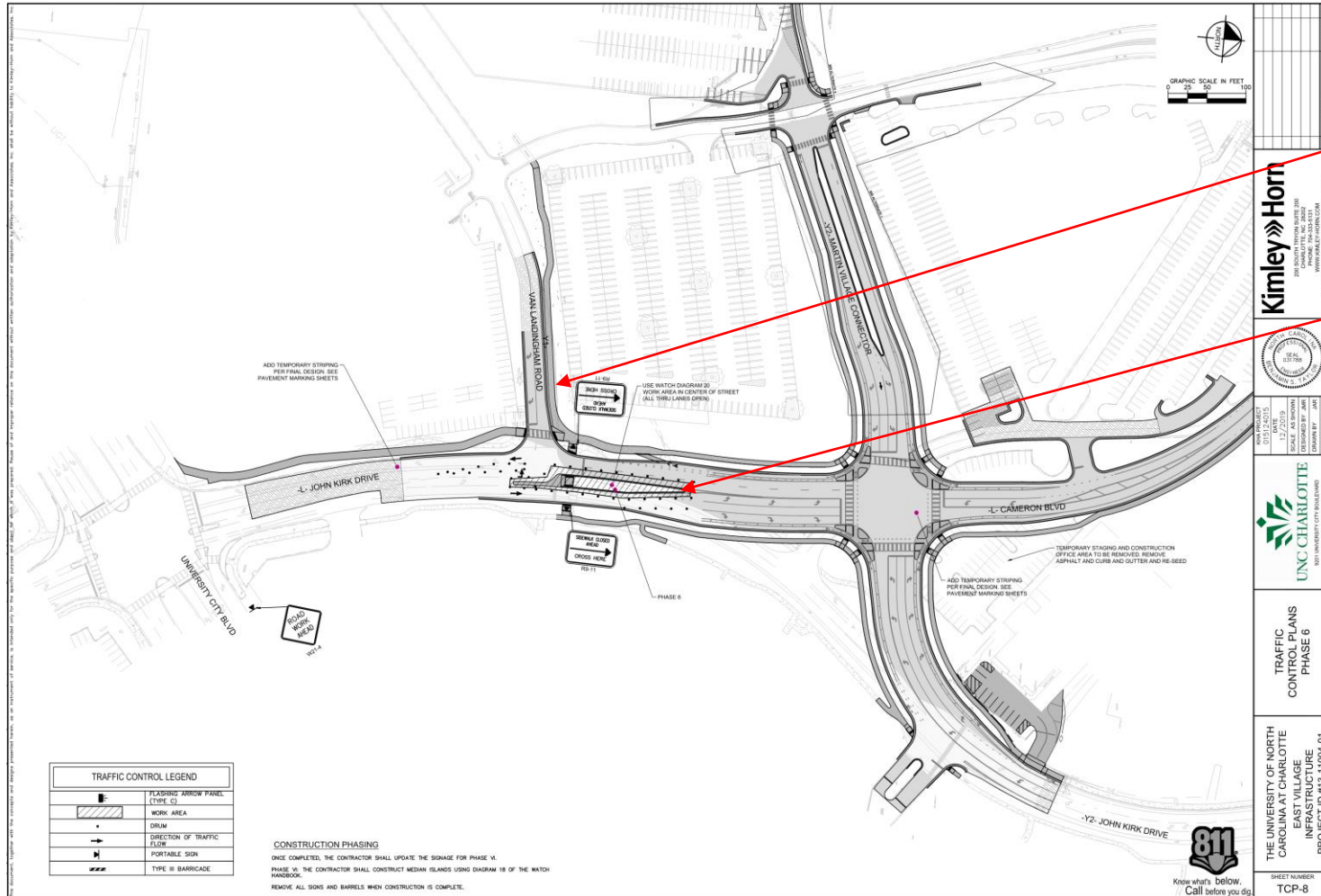
SHEET NUMBER: TCP-6

UNCC East Village Infrastructure



- **PHASE 5**
- Close traffic to Van Landingham Blvd.
- Open new intersection
- Demo old portion of John Kirk Rd.
- Entrance improvements at Apartments and Adult Daycare.

UNCC East Village Infrastructure

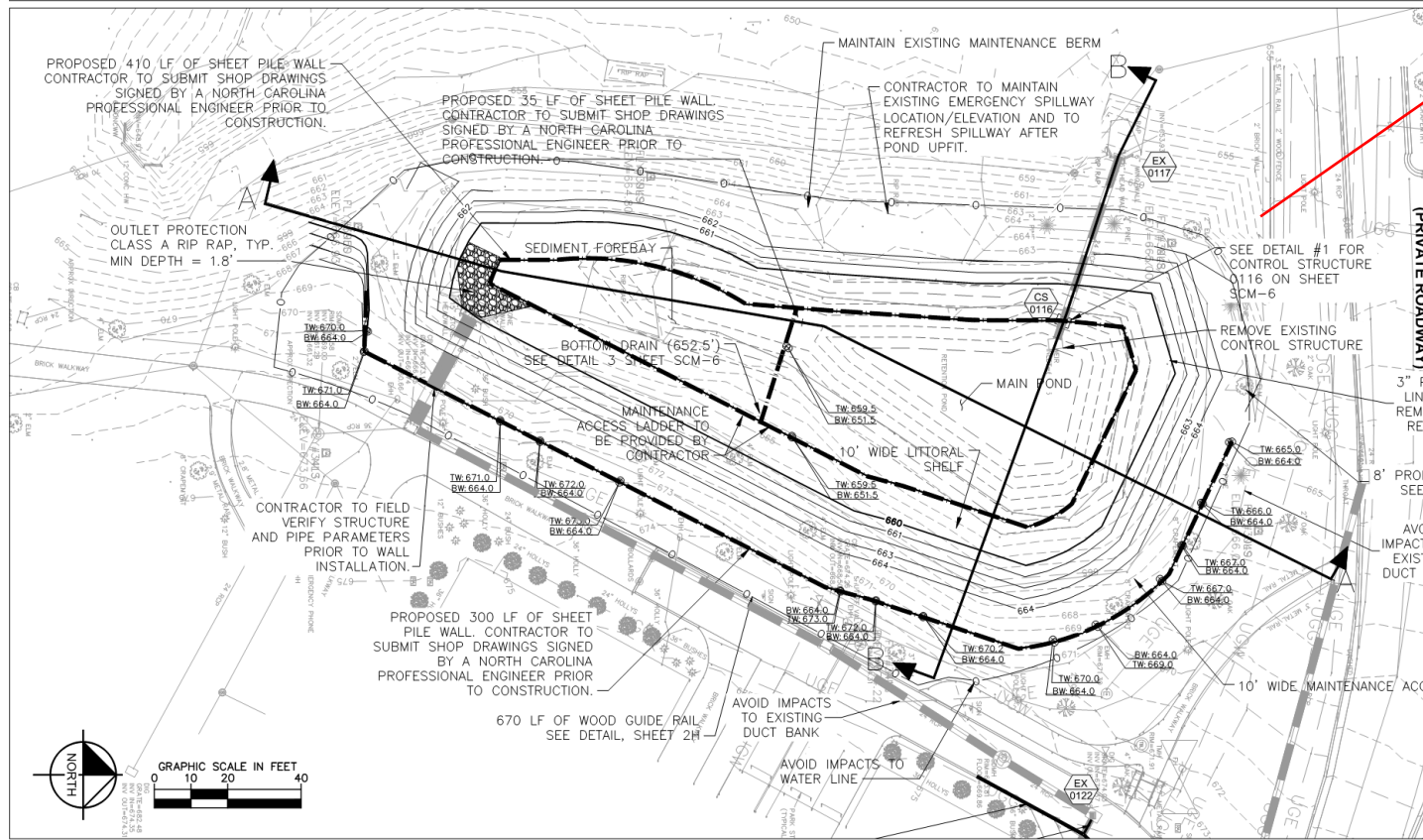


- **PHASE 6**
- Reopen Van Landingham Blvd.
- Complete pedestrian crossing and median.
- Landscape.
- Demobilize.

UNCC East Village Infrastructure

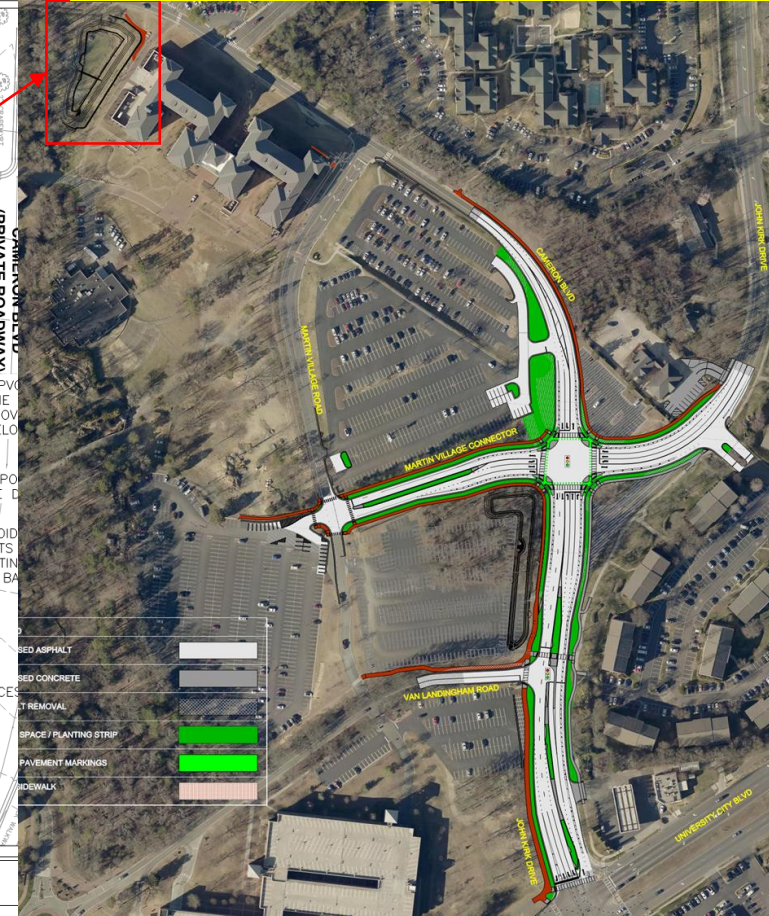
Martin Hall BMP

Increasing capacity of existing pond.



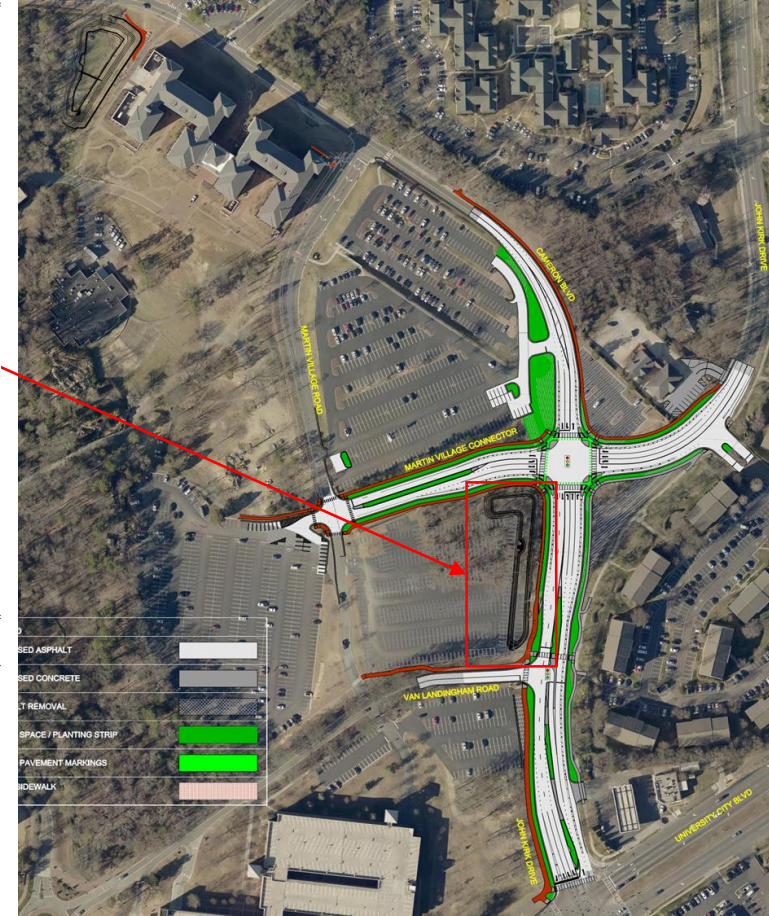
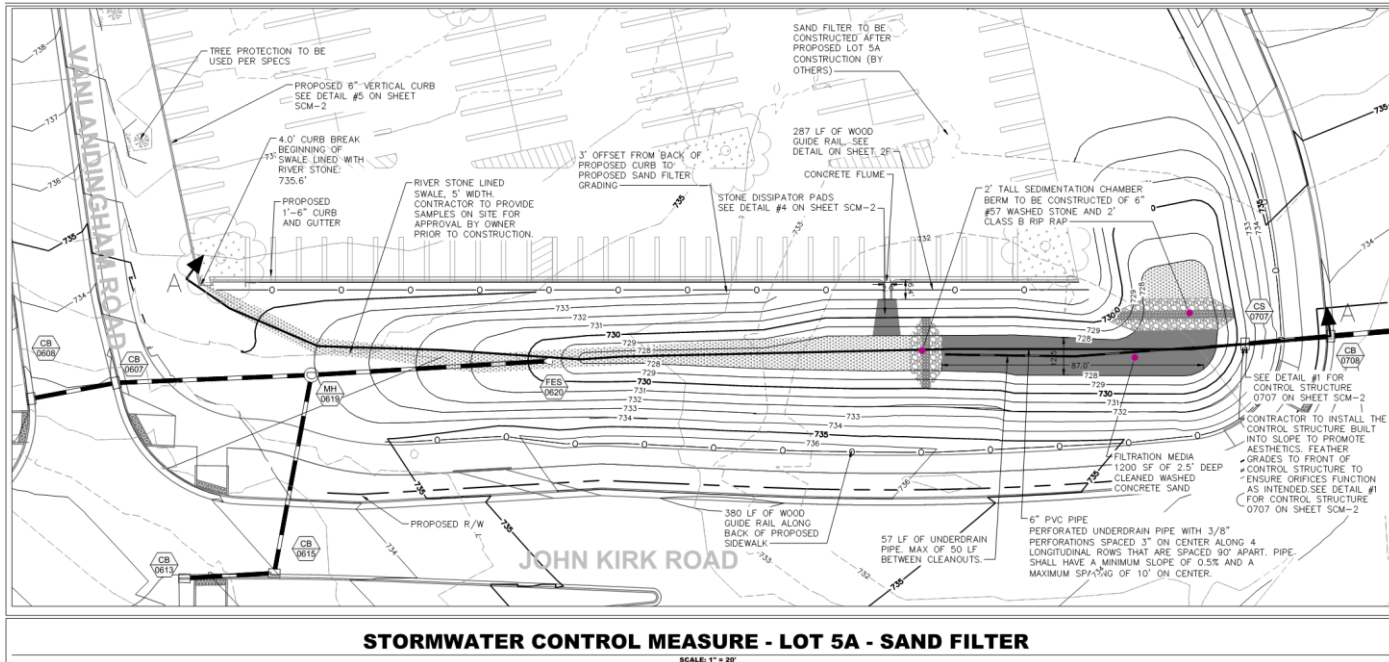
STORMWATER CONTROL MEASURE - MARTIN HALL - WET POND

SCALE: 1" = 20'



UNCC East Village Infrastructure

Lot 5A SAND FILTER





UNCC East Village Infrastructure BID PACKAGES

- **BP-1 SITEWORK**

- **Contract #01 – Sitework**

- Site Clearing, Erosion Control, Earthwork, Traffic Control, Site Utilities, Paving, Site Concrete, Unit Paver, Segmental Block Retaining Wall, and Sheet Driven Pile Retaining Wall.

- **BP-2 ELECTRICAL**

- **Contract #02 – Site Lighting and Electrical**

- Includes new and relocations of street lighting (not designated by Duke), pedestrian lighting, and emergency blue light. (Work to coordinated with sitework phase plan)

- **BP-3 LANDSCAPING**

- **Contract #03 – Landscaping**

- Includes trees, misc plantings, sod, seed, littoral plantings, and river rock at ponds. (Work to coordinated with sitework phase plan)



UNCC East Village Infrastructure BID ALTERNATES

- Bid Alternate No. 1 – Martin Village Connector
 - New section of road including all sitework, site lighting, and landscaping is to be priced as an alternate.
- Bid Alternate No. 2 – Parking Lot 5 entrance Improvements
 - The parking lot improvements to line the entrance up with Martin Village Connector are to be priced as an alternate.
- Bid Alternate No. 3 – Wooden Guiderail at lot 5A BMP
 - This will be priced in a separate campus parking project as well.
- Bid Alternate No. 4 – Temporary Sediment Basin at Lot 5A
 - This will be priced in a separate campus parking project as well.



UNCC East Village Infrastructure PREFERRED ALTERNATES

- Bid Preferred Alternate 1 –
 - 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 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 item is being considered as an Alternate by the owner for this project:
- **Bid Alternate No. 5:** Owner preferred alternate “Unit Pavers” – Provide Pine Hall, English Edge Pavers, (no substitutions) as described in Specification Section 321400



UNCC East Village Infrastructure ALLOWANCES

- Allowance No 1 – Site package to include 500 CY of unsuitable soil excavation, disposal off site, and replacement with suitable soil.
- Allowance No 2 – Site package to include 230 CY of rock excavation, disposal off site, and replacement with suitable soil.



UNCC East Village Infrastructure UNIT PRICES

- Unit price 1: CY Unsuitable Soil
 - (excavation, disposal off site, and replacement with suitable soil.)
- Unit price 2: CY Trench Rock
 - (excavation, disposal off site, and replacement with suitable soil.)
- Unit price 3: CY Rock
 - (excavation, disposal off site, and replacement with suitable soil.)



UNCC East Village Infrastructure PROJECT DOCUMENTS

- **Shiel Sexton Company, Inc. website – www.shiels Sexton.com**
 - Click “Subcontractor” at the bottom of the page – click “Shiel Sexton BuildingConnected Plan Room”. Please contact Josh Craft (jcraft@shiels Sexton.com) if you need assistance with the plan room.
- **Construct Connect at content@constructconnect.com, (800) 364-2059; representing Associated General Contractors (AGC) Carolinas Branch, Eastern Regional Office of Reed Construction Data in Norcross, GA, and Hispanic Contractors Association of the Carolinas (HCAC).**
- **North Carolina Offices of Dodge Data & Analytics (formerly McGraw-Hill Construction) – Customer Service – <http://dodgeprojects.construction.com>, (800) 393-6343**
- **Metrolina Minority Contractors Association (MMCA) – mmca@mmcaofcharlotte.org, (877) 526-6205**



UNCC East Village Infrastructure PRECONSTRUCTION DATES

- **Important Dates**

- BID QUESTIONS DUE – OCTOBER 13, 2020
 - Send bid questions to Josh Craft jcraft@shielsexton.com
 - Bid question need to be in writing.
- LAST ADDENDUM ISSUE – OCTOBER 15, 2020
- **BIDS DUE – OCTOBER 22, 2020 at 1:30**
 - See Notice to bidders for location and instructions
- BID OPENING – OCTOBER 22, 2020 at 2:00

- TENTATIVE START OF CONSTRUCTION – NOVEMBER 17, 2020
- TENTATIVE COMPLETION – MARCH 15, 2022



UNCC East Village Infrastructure BID DAY

- BID DAY – OCTOBER 22, 2020 at 1:30
 - Please note that any bid delivered to UNC Charlotte Facilities Management – Facilities Operations must be received no later than **1:30 p.m. on bid day** at the location noted below;
 - **BID SUBMITTAL PROCEDURES DURING COVID-19 CRISIS**
 - All hand delivered bids shall be dropped in the white Drop Box located next to the Motor Fleet parking spaces (<https://goo.gl/maps/KGphwNRyaFCBFXtj8>) in Lot 25 (second left entrance on Poplar Lane) in front of the Facilities Operations & Parking Services building (#92 on the campus map – <http://facilities.uncc.edu/maps>). **Bidders shall sign across the sealed flap on the envelope to ensure no tampering prior to the bid opening.**
 - Envelope should be marked “sealed bid included” and addressed as follows:
 - Attn: Ms. Kathy Fisher– Facilities Operations
 - **NOTE BID OPENING:** Not more than one (1) representative per company will be allowed to attend. Masks are required for anyone visiting the UNC Charlotte campus



UNCC East Village Infrastructure HUB COMPLIANCE

- HUB COMPLIANCE

- 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.)
- HUB Participation Goal 15%
- Post meeting notes:
 - Good Faith Effort documentation to be issued in addendum
 - Last notification for Good Faith Effort by Oct 12, 2020.



UNCC East Village Infrastructure BONDS

- **BONDING**

- Bid Bonds not required for bids under \$500,000.
- Payment and Performance Bonds will be waived for bid packages under \$500,000