

## **Addendum Number 1**

Project: McEniry HVAC Renovation, Phase II  
The University of North Carolina at Charlotte  
SCO Project # SCO #18-19463-01

Date: March 27, 2019

Owner: The University of North Carolina at Charlotte

Designer: McCracken & Lopez, PA

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### **NOTICE TO BIDDERS**

This addendum is issued prior to receipt of bids, proposals, and its contents do hereby become a part of the pricing documents for the above referenced project.

All trade contractor bidders are responsible for assuring that their subcontractors and vendors are properly apprised of the contents of this Addendum.

All information contained in this Addendum supersedes and takes precedence over any conflicting information in the original pricing documents.

All bidders must acknowledge receipt of this Addendum in the space provided on the Form of Proposal for their bid package.

### **GENERAL INFORMATION**

The bid date is April 10, 2019 at 10:00 AM. The location is Room 119 in the Facilities Management/Police Building at UNC Charlotte.

Bidders who will not attend the Bid Opening need to ensure their sealed bids are delivered no later than 9:00 AM, April 10, 2019.

### **ATTACHMENTS**

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This Addendum includes the following attached Documents:

1. Pre-Bid Meeting Sign in Sheet
2. Pre-Bid Meeting Agenda
3. Pre-Bid Meeting Minutes

**End of Addendum 1**



**Pre-Bid Meeting Agenda  
UNC Charlotte / McEniry HVAC Renovation Phase 2  
SCO #18-19463-01  
ML Project No: 219.009.01**

**Date: March 26, 2019**

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1. Opening Comments
2. Introduction to Team Members
3. Scope of Work Discussion
  - Removal and replacement of existing five (5) terminal units and low pressure supply ductwork in Auditorium Wing Lobby.
  - Remove and reinstall controllers recently added.
  - Removal of medium pressure hot and cold deck ductwork insulation, resealing of ductwork and internal cleaning of same.
  - Removal and replacement of existing six (6) auditorium air handling units and controls.
  - Installation of new reheat coil for each air handler listed above.
  - Replace existing condenser water pump CWP-5 per schedule.
  - Repair existing heat tape at cooling towers. Replace thermostat and reconnect to power.
  - Replace float and makeup water controller at cooling tower CT-1.
  - Reconnect power to sump heater at CT-1 and replace basin thermostat.
4. Bidding Phase Schedule
  - Contractor questions due: April 2, 2019 by 5:00 PM.
  - Final addendum issued: April 2, 2019 by 6:00 PM.
  - Bid Opening: Sealed Proposals will be received until 10:00 AM on April 10, 2019 (Wednesday) at the following location:
    - Facilities Management/Police
    - Room 119
    - The University of North Carolina at Charlotte
    - Charlotte, North Carolina
5. General
  - Inspections
  - Construction Administration
  - Commissioning – Designer Led
  - Addenda
  - Delivery method
  - Construction schedule
  - Construction work days / hours
  - Contractor laydown / parking / use of facilities
  - Crane / equipment staging



- UNCC Safety Requirements – Non-Smoking Policy
- Special inspections
- Required bid submittals / forms

6. Tour / Questions

7. Attached: MWBE Good Faith Efforts Requirements

8. From 03 32 00 – Construction Scheduled – Updated with Addendum #1

A. Each contractor's bid pricing is to be based on meeting the Project Milestone Dates below:

| DESCRIPTION  | DATE(S)               |
|--|-----------------------|
| 1. "Intent to Award" letter issued.                                | April 17, 2019        |
| 2. Anticipated Notice to Proceed                                   | April 24, 2019        |
| 3. Start of Work   | May 13, 2019          |
| 4. Commissioning of New Controls                                   | Prior to July 1, 2019 |
| 5. Substantial completion with commissioning punch lists complete. | July 1, 2019          |

End of Agenda



## Pre-Bid Meeting Minutes

2151 Hawkins Street, Suite 500  
Charlotte, North Carolina 28203  
Phone 704-376-7072 Fax 704-376-4465

**Meeting Date:** March 26, 2019

**Project No.:** 219.009.01  
SCO # 18-19463-01

**Project:** McEniry HVAC Renovation –  
Phase II  
UNC Charlotte

**From:** James Currie

**Distribution:** See Pre-Bid Sign In Sheet, Bid Sites

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The following are discussion items for the Pre-Bid Meeting:

- A. This project will be a “University Managed Project” and managed through the SCO Interscope system for change orders, contracting and closeout. Bidders are encouraged to become familiar with this system if they are not prior to bidding.
- B. There will be one preferred brand alternate in the base bid.
  - 1. Alternate #1 is the add/deduct price Schneider Electric to provide complete building automation system as described in specifications/drawings.
- C. The bid phase schedule was reviewed, refer to attached agenda for details.
- D. The removal only of the ceiling in the lobby is to be a part of this project, no reinstallation is to be part of this project.
- E. Payment and performance bonds will be required. This will be added to the bid form and NTB by addenda.
- F. SCO inspections will be limited to electrical only. UNCC noted that David Souther (SCO electrical inspector) is on campus Tuesdays only.
- G. System shutdown and changeovers must be reviewed with the University 48 hours prior to any work.
- H. Bids must be received in Facilities Services Building 119 by 10:00 am on April 10. Any mailed or delivered bids must be submitted to Facilities Office (per notice to bidders) by 9:00 am.
- I. Bidder questions should be directed to James Currie at [jamesc@mccrackenlopez.com](mailto:jamesc@mccrackenlopez.com) by 5:00 pm on April 1st.
- J. Final addenda will be issued by close of business on April 2nd.
- K. No temporary site office is expected or required.
- L. The contractor is permitted to use the restroom facilities in the building.



## *Pre-Bid Meeting Minutes*

- M. The University is replacing the ceiling in the Auditorium Lobby as part of a separate project. This contractor will need to coordinate access and work with this contractor.
- N. The construction schedule and access to classrooms/auditorium was discussed. Additional details will be shared through addenda.
- O. The University has a goal of 10% MWBE participation for this project and the bidders were reminded to complete the required forms to include with their bid. The contact for this effort is Dorothy Vick with UNCC at either [dlvick@uncc.edu](mailto:dlvick@uncc.edu) or 704.687.0527
- P. Typical safety and no smoking protocol will be mandatory.

End of Minutes