



Union Deck Elevator Replacement Pre-Bid Conference

The University of North Carolina at Charlotte
October 5, 2021





INTRODUCTIONS

Owner, Design Team

UNC Charlotte - Project Manager

UNC Charlotte

John Neilson

Planning, Design & Construction

Architect & Engineers

WHN Architects

Alan Hunter, AIA

alan@whnarch.com

704.333.9952

McKim & Creed

Plumbing, Mechanical, Electrical



CONTRACT DOCUMENTS

Availability

Contract Documents (CD's)

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

WHN Architects

330 West Tenth Street, Charlotte, NC 28202

p:704.333.9952

Electronic CD's

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

- **WHN Architects**, Project Manager – Alan Hunter, alan@whnarch.com, 704.333.9952
- **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)
- **North Carolina Offices of Dodge Data & Analytics** (formerly McGraw-Hill Construction) – Customer Service – dodgeprojects.construction.com, (800) 393-6343
- **Metrolina Minority Contractors Association (MMCA)** – mmca@mmcaofcharlotte.org, (877) 526-6205

Purchase

Plans and specifications may be obtained by licensed general contractors, upon deposit of One Hundred Dollars (\$100.00) in cash or certified check. The full plan deposit will be returned to those bidders provided all documents are returned in good, usable condition within ten (10) days after the bid date.

Pre-Bid Record

The Pre-bid sign-in sheet will be posted to the UNCC Facilities Management website.

Questions

Bidders' questions will be accepted, **from GC's only**, in writing until **5:00 pm on October 11, 2021**.

Address all questions to the Designer, Alan Hunter, AIA; WHN Architects, alan@whnarch.com.

MBE Subcontractors

Last date to contact MBE subcontractor is **October 11, 2021**.

Addendum

Final Addendum will be issued by **5:00 pm on October 13, 2021** and will be posted to the Facilities Management website – <http://facilities.uncc.edu/advertisements>.

Bids Due - Bid Opening

October 21, 2021 at 2:00 p.m. at UNCC Facilities Operations & Parking Services, building #92.

See requirements in Notice to Bidders

Bid Opening in Room 123A

Procurement & Construction

Procurement of materials shall occur from **NTP to May 16, 2022**

On-Campus construction activities shall occur after **May 16, 2022 and be completed by August 5, 2022**

Liquidated Damages: \$500/day first 14-days, \$1,000./day thereafter

Documents Required for Bid Opening

- **Form of Proposal**
 - Instructions to Bidders and General Conditions of the Contract
 - Single Prime Contract
 - Lump Sum
 - Good Faith Efforts: HUB and Affidavit
 - No Exclusions or Modifications

- **Bonds**
 - Bid Bond
 - Performance Bond
 - Payment Bond

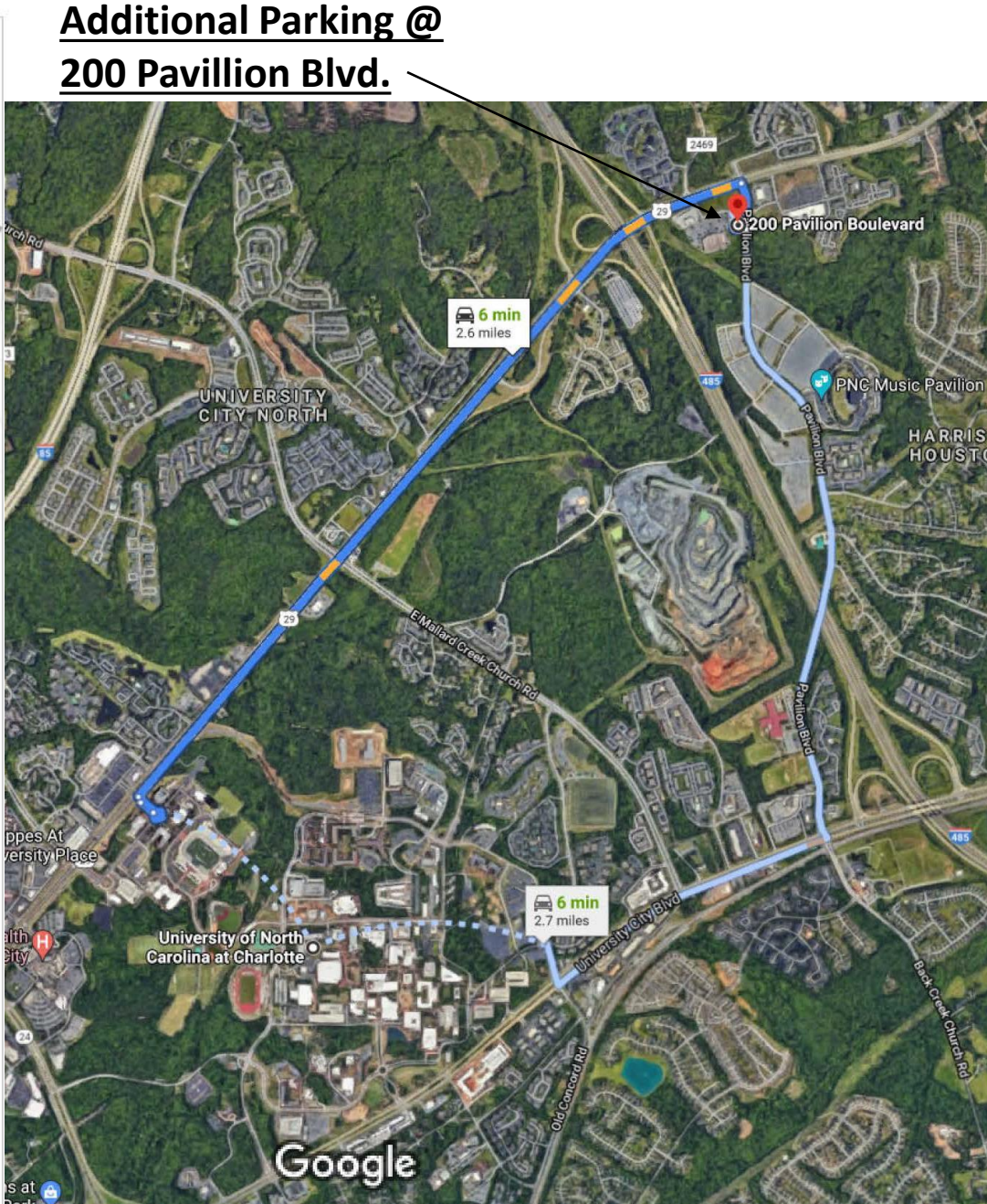
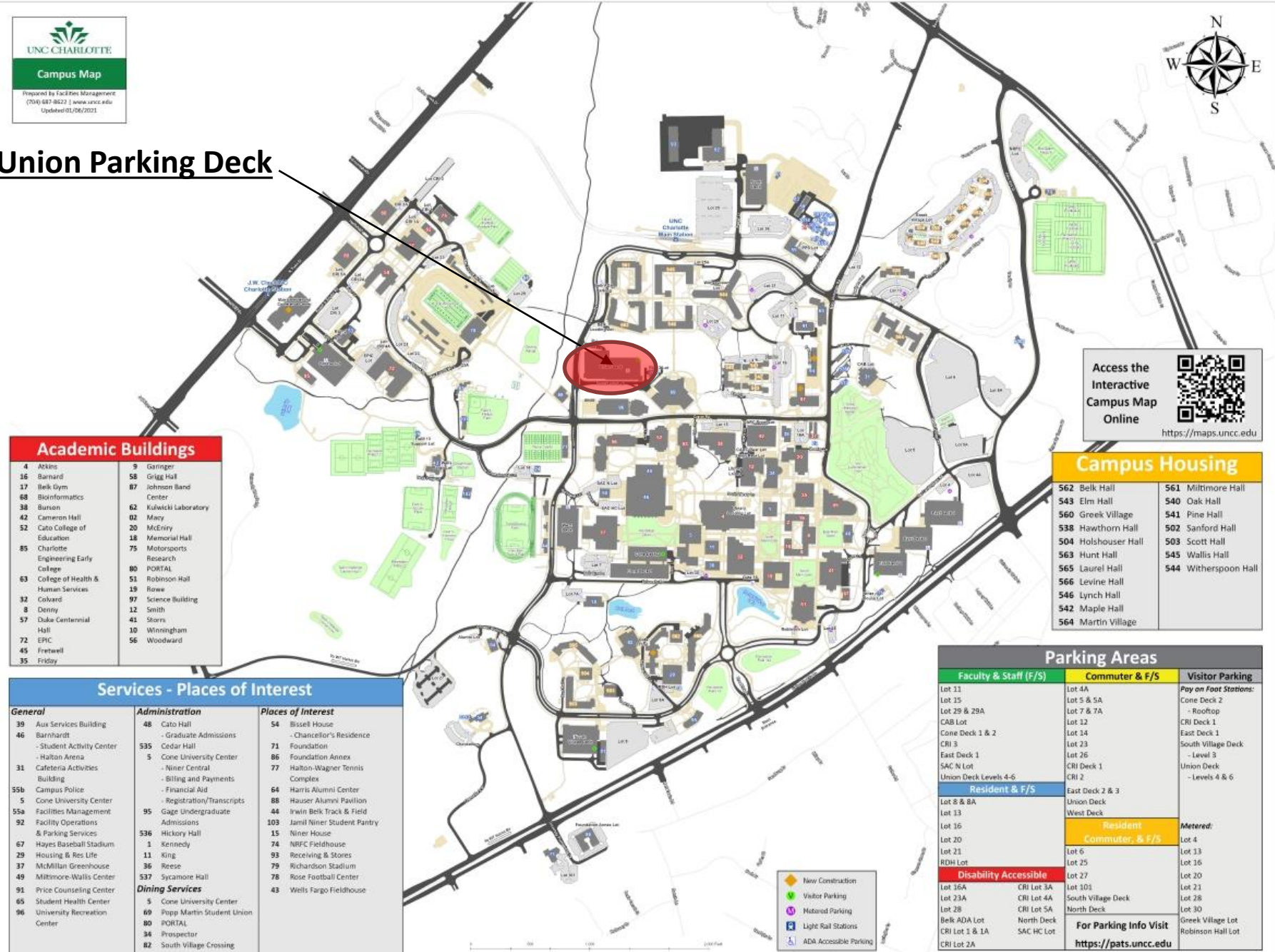
- **Alternate**
 - Alternate No. 1: Replace existing hollow metal frame with new hollow metal frame

- **Owner Preferred Alternate**
 - Alternate No. 2: Provide Owner Preferred door hardware by Schlage

Summary

Project consists of modernizing an existing hydraulic elevator with new hydraulic systems, controllers, and cab finishes. Pit waterproofing and a new sump well will be provided to help alleviate water intrusion issues. New HVAC will be provided in the elevator shaft and existing Machine Room and other Work indicated in the Contract Documents.

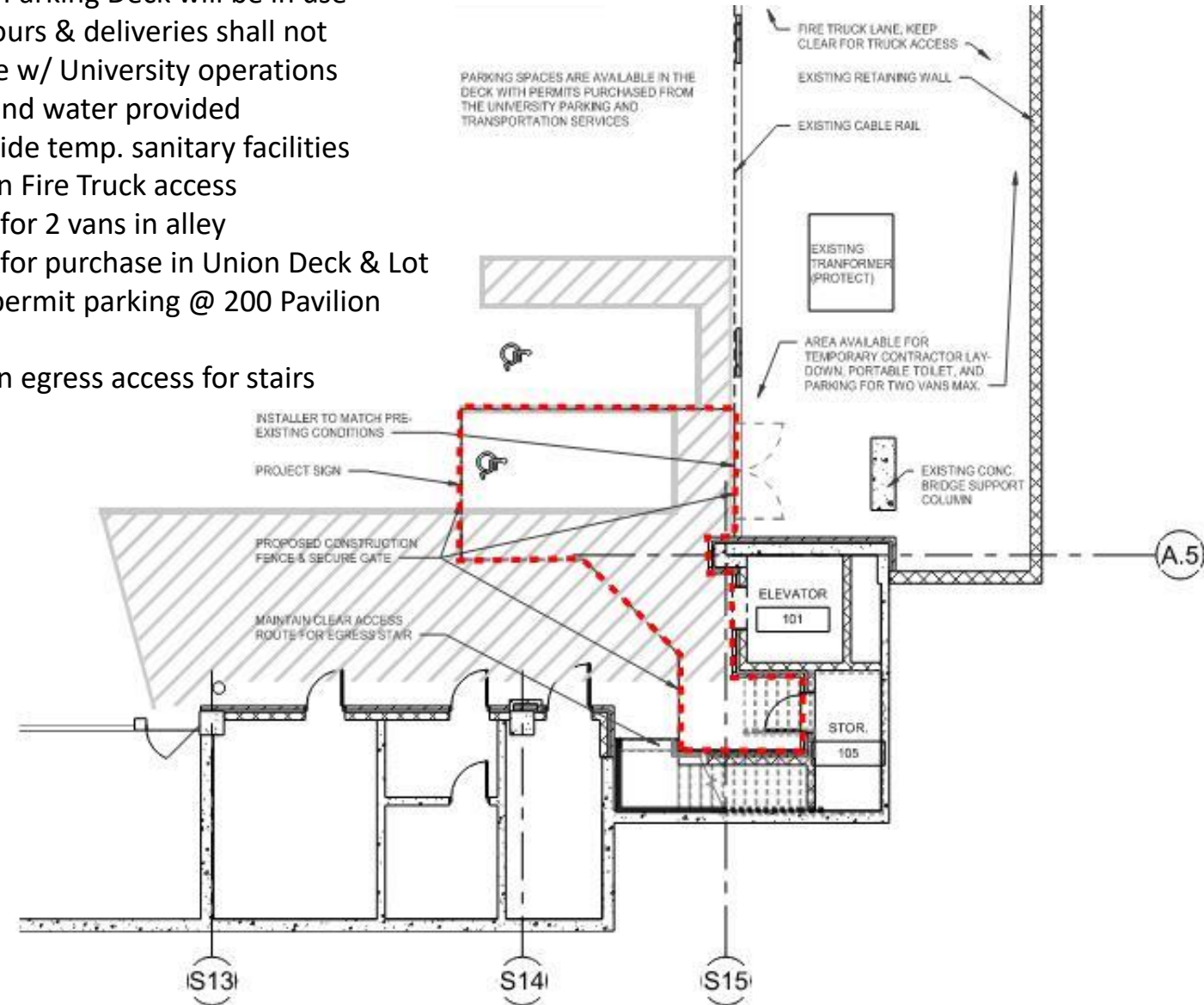
Note that the elevator emergency communication will meet the new ASME 17.1-2019 code requirements including phone, video, and text communications.

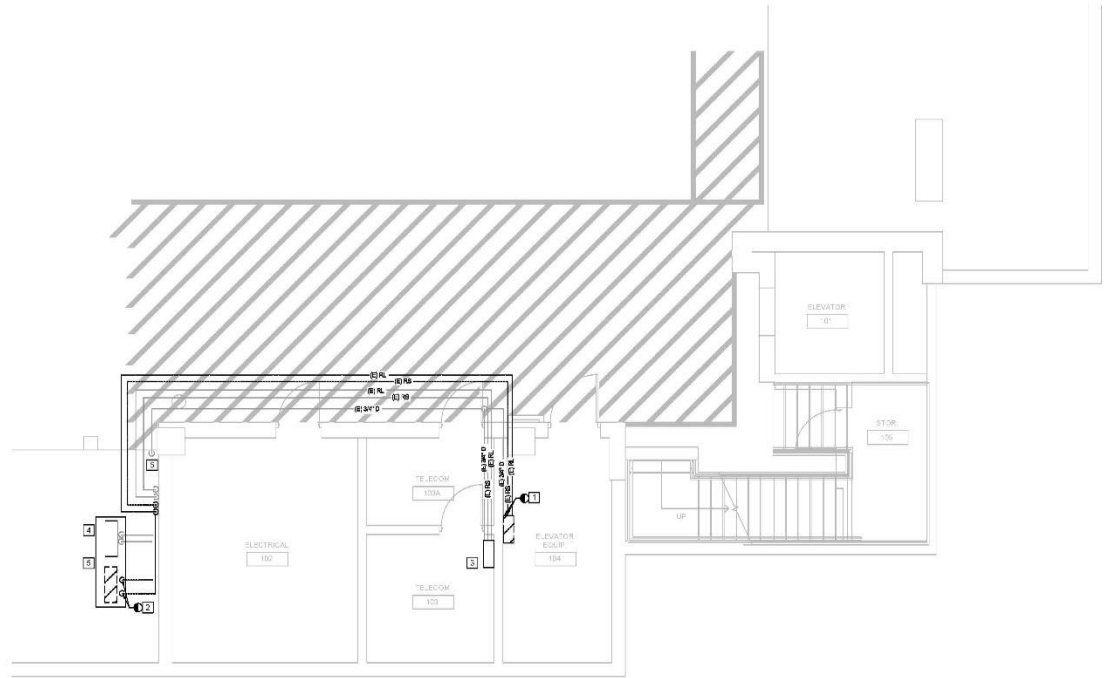




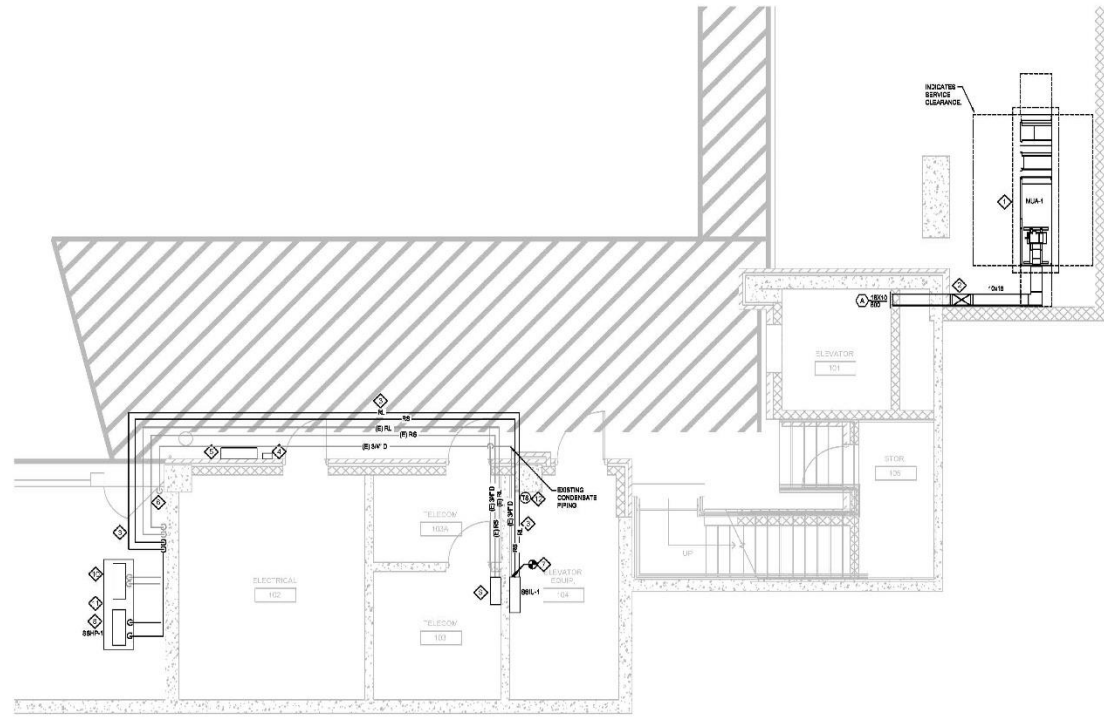
NOTES:

- Existing Parking Deck will be in use
- Work hours & deliveries shall not interfere w/ University operations
- Power and water provided
- GC provide temp. sanitary facilities
- Maintain Fire Truck access
- Parking for 2 vans in alley
- Parking for purchase in Union Deck & Lot 6; free permit parking @ 200 Pavillion Blvd.
- Maintain egress access for stairs





MECHANICAL - FIRST FLOOR - DEMOLITION PLAN
1/4" = 1'-0"



MECHANICAL - FIRST FLOOR - NEW WORK PLAN
1/4" = 1'-0"

GENERAL SHEET NOTES

- EXISTING MECHANICAL CONDITIONS INDICATED ON THESE PLANS TAKEN FROM AECM ARCHITECTS RECORD DRAWINGS SET DATED 2007. CONTRACTOR SHALL VERIFY EXISTING ROUTING AND LOCATIONS PRIOR TO MAKING ANY NEW CONNECTIONS TO THE EXISTING SYSTEM.
- PROVIDE SUPPORTS UNDER ALL NEW DUCTWORK SEE DETAIL 54800.

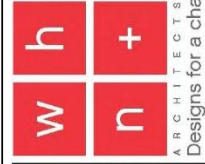
DEMOLITION KEY NOTES

- EXISTING SPLIT SYSTEM UNIT AND ASSOCIATED REFRIGERANT PIPING TO BE DEMOLISHED. ALL RECOVERED REFRIGERANT DOCUMENTATION SHALL BE PROVIDED TO THE UNIVERSITY'S EHS DEPARTMENT.
- EXISTING SPLIT SYSTEM OUTDOOR UNIT AND ASSOCIATED REFRIGERANT PIPING TO BE DEMOLISHED. ALL RECOVERED REFRIGERANT DOCUMENTATION SHALL BE PROVIDED TO THE UNIVERSITY'S EHS DEPARTMENT.
- EXISTING SPLIT SYSTEM UNIT TO REMAIN.
- EXISTING SPLIT SYSTEM OUTDOOR UNIT TO REMAIN.
- EXISTING CONCRETE PAD TO REMAIN.
- EXISTING 3/4" CONDENSATE DRAIN LINE TERMINATE ABOVE FLOOR AND SPILLS ON TO CONCRETE AND INTO PARKING DECK DRAIN.

NEW WORK KEY NOTES

- NEW DIRECT GAS FRED MAKEUP AIR UNIT. SEE SCHEDULE AND DETAIL 54800 FOR ADDITIONAL INFORMATION. NEW MAKEUP AIR UNIT SHALL BE PROVIDED WITH NEW CONCRETE PAD PROVIDED BY GC.
- SUPPLY DUCTWORK TO BE ROUTED UP ALONG WALL, THROUGH WALL INTO THE ELEVATOR SHAFT TO GRAVELL AT EACH FLOOR. THE SUPPLY GRILLE IS JUST ABOVE THE TOP OF THE ELEVATOR CAR WHEN ELEVATOR IS AT THE GROUND FLOOR. DUCTWORK SHALL BE AS TIGHT TO RETAINING WALL AS POSSIBLE. SECURE DUCTWORK TO RETAINING WALL.
- ALL PIPING ROUTED UP HIGH UP FROM STRUCTURE.
- NEW AREA VISUAL ALARM. NEW ALARM WILL BE WIRED TO NEW MONITORING PANEL.
- NEW MONITORING PANEL. NEW MONITORING PANEL SHALL BE CONNECTED TO OUTDOOR VISUAL ALARM. SEE FLOOR PLAN FOR EXACT LOCATIONS.
- EXISTING 3/4" CONDENSATE DRAIN LINE TERMINATE ABOVE FLOOR AND SPILLS ON TO CONCRETE AND INTO PARKING DECK DRAIN.
- NEW SPLIT SYSTEM UNIT SHALL BE INSTALLED AS HIGH AS POSSIBLE. ROUTE AND SIZE REFRIGERANT PIPING PER MANUFACTURER'S REQUIREMENTS TO CONDENSING UNIT. NEW SPLIT SYSTEM TO BE CONNECTED TO EXISTING 3/4" CONDENSATE PIPING.
- NEW SPLIT SYSTEM OUTDOOR UNIT. SEE SCHEDULE FOR ADDITIONAL INFORMATION.
- EXISTING SPLIT SYSTEM UNIT TO REMAIN.
- EXISTING SPLIT SYSTEM OUTDOOR UNIT TO REMAIN.
- EXISTING CONCRETE PAD TO REMAIN.
- NEW TEMPERATURE SENSOR FOR SPACE MONITORING. NEW TEMPERATURE SENSOR SHALL MATCH EXISTING CAMPUS STANDARD AND SHALL BE CONNECTED TO THE EXISTING JACE PANEL LOCATED IN THE UNION DECK.

330 W. 10th Street,
Charlotte, NC 28202
Office: 704.333.9882
Home: 704.333.9882
Fax: 704.333.9882
www.winnarch.com



Architect
Winn Architects, PA
330 W. 10th Street
Charlotte, NC 28202
704.333.9882 Tel.

Fluoride, Mechanical, Electrical Engineer
Mullen & Creel Engineers, PA
8000 Tower Point Dr #7728
Charlotte, NC 28227
704.941.2898 Tel.

Elevator Consultant
Stewart Elevator Consulting, LLC
919.884.214 Tel.

Union Deck Elevator Replacement
SCO ID # 20-22031-01A
UNC Charlotte
8755 Student Union Lane
Charlotte, NC 28223

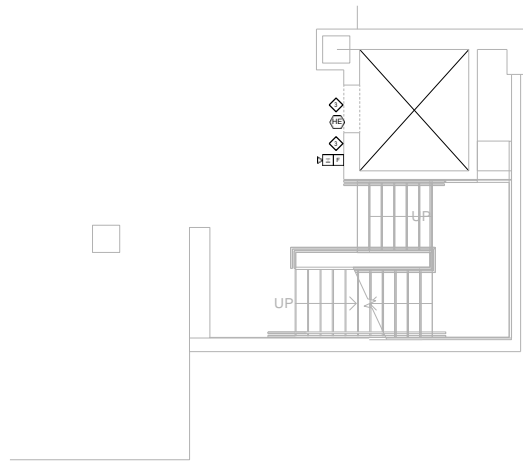
#	DESCRIPTION	Date
1	REVISIONS	

MECHANICAL - FIRST FLOOR PLAN

M101
SHEET NUMBER OF

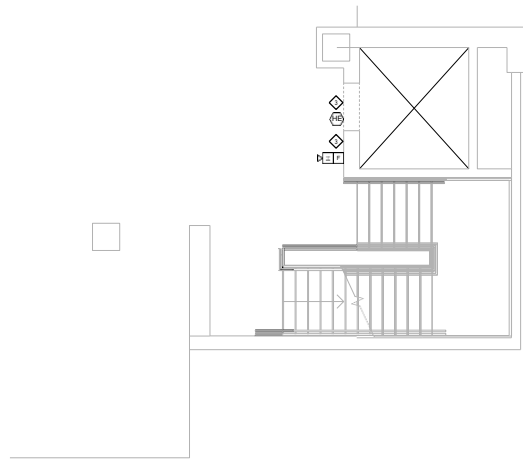
THE ARCHITECTS hereby reserves all copyright and other proprietary rights in these plans, ideas and designs. These plans, ideas and designs are not to be reproduced, stored or copied in any form or by any means without the express written permission from WINN ARCHITECTS. When used in any other drawings, contractors shall have produced their own drawings. Contractors shall verify and be responsible for all dimensions and conditions on the job site. WINN ARCHITECTS shall not be responsible for any variations from the dimensions, conditions and specifications on these drawings.





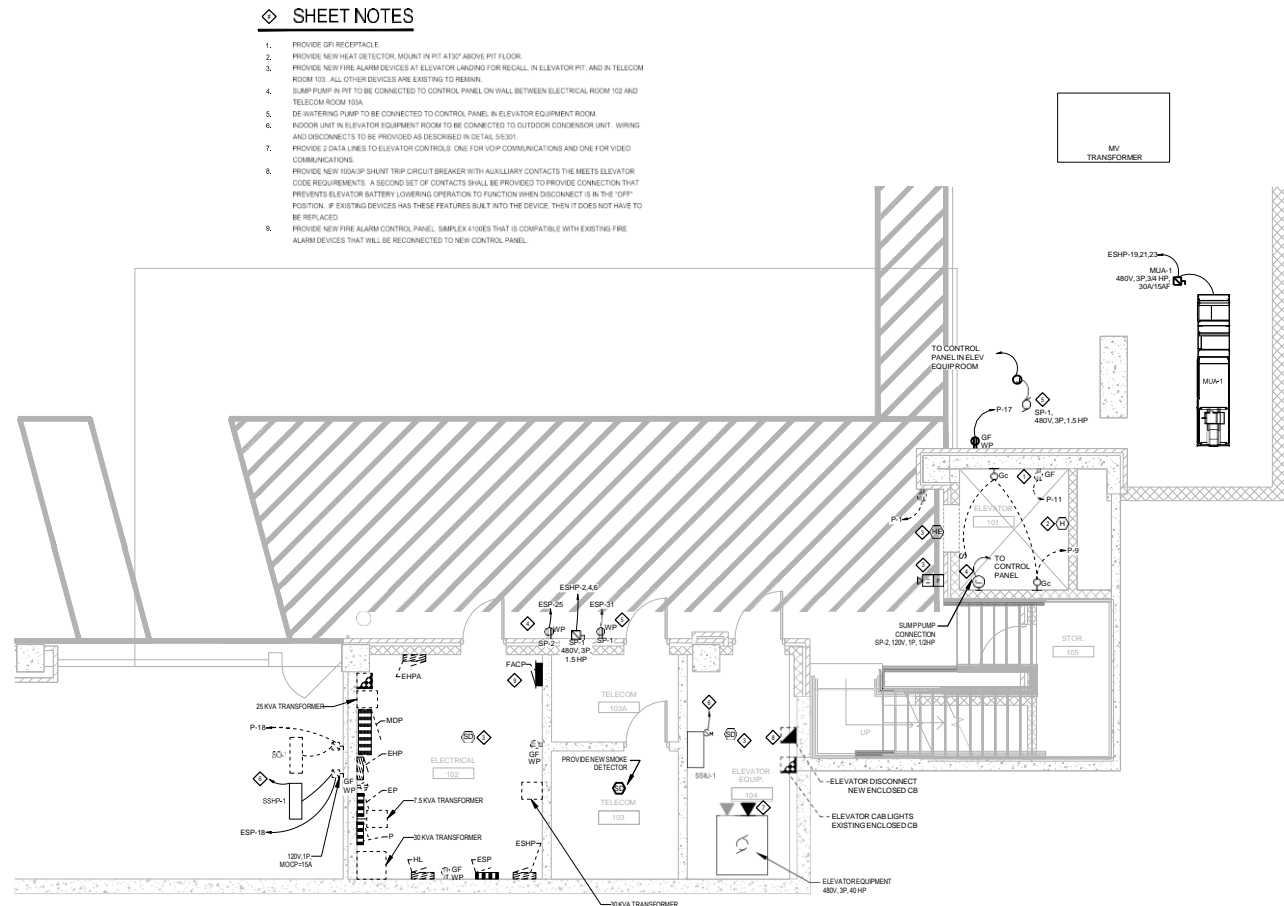
N
3
E201
SCALE: 1/4"=1'-0"

ELECTRICAL NEW WORK - THIRD FLOOR



N
2
E201
SCALE: 1/4"=1'-0"

ELECTRICAL NEW WORK - SECOND FLOOR



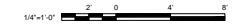
N
1
E201
SCALE: 1/4"=1'-0"

ELECTRICAL NEW WORK - FIRST FLOOR

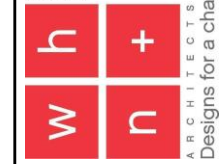
SHEET NOTES

1. PROVIDE GF RECEPTACLE.
2. PROVIDE NEW HEAT DETECTOR MOUNT IN PIT 4'30" ABOVE PIT FLOOR.
3. PROVIDE NEW FIRE ALARM DEVICES AT ELEVATOR LANDING FOR RECALL IN ELEVATOR PIT, AND IN TELECOM ROOM 103. ALL OTHER DEVICES ARE EXISTING TO REMAIN.
4. SUMP PUMP IN PIT TO BE CONNECTED TO CONTROL PANEL ON WALL BETWEEN ELECTRICAL ROOM 103 AND TELECOM ROOM 103A.
5. DE-WATERING PUMP TO BE CONNECTED TO CONTROL PANEL IN ELEVATOR EQUIPMENT ROOM.
6. ROOF UNIT IN ELEVATOR EQUIPMENT ROOM TO BE CONNECTED TO OUTDOOR CONDENSOR UNIT. WIRING AND DISCONNECTS TO BE PROVIDED AS DESCRIBED IN DETAIL S301.
7. PROVIDE 2 DATA LINES TO ELEVATOR CONTROLS: ONE FOR VOIP COMMUNICATIONS AND ONE FOR VIDEO COMMUNICATIONS.
8. PROVIDE NEW 100AMP SHUNT TRIP CIRCUIT BREAKER WITH AUXILIARY CONTACTS THAT MEETS ELEVATOR CODE REQUIREMENTS. A SECOND SET OF CONTACTS SHALL BE PROVIDED TO PROVIDE CONNECTION THAT PREVENTS ELEVATOR BATTERY LOWERING OPERATION TO FUNCTION WHEN DISCONNECT IS IN THE "OFF" POSITION. IF EXISTING DEVICES HAS THESE FEATURES BUILT INTO THE DEVICE THEN IT DOES NOT HAVE TO BE REPLACED.
9. PROVIDE NEW FIRE ALARM CONTROL PANEL, SMPLEX 4100ES THAT IS COMPATIBLE WITH EXISTING FIRE ALARM DEVICES THAT WILL BE RECONNECTED TO NEW CONTROL PANEL.

LINETYPE LEGEND	
---	EXISTING TO REMAIN
---	NEW WORK



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Plumbing, Mechanical, Electrical Engineer:
Michael J. Reed Engineers, PA
8020 Tower Point Dr., #7725
Charlotte, NC 28227
704.841.2888 Tel.

Elevator Consultant:
Stewart Elevator Consulting, LLC
919.858.1814 Tel.

Union Deck Elevator Replacement
SCO ID # 20-2203 1-01A
UNC Charlotte
8755 Student Union Lane
Charlotte, NC 28223

SCO ID NO. 20-22031-01A
PROJECT NO. 20142
DATE ISSUED: 05/03/2021

REVISIONS		
#	DESCRIPTION	Date
N		

**ELECTRICAL POWER PLAN
NEW WORK**

E201
SHEET NUMBER

WH ARCHITECTS hereby reserves their common law copyright and other property rights in these plans, ideas and designs. These plans, ideas and designs are not to be reproduced, changed or copied to any third party without first obtaining the express written permission from WH ARCHITECTS. Written dimensions on these drawings shall have precedence over scaled dimensions. Contractors shall verify and be responsible for all dimensions and conditions on the job and WH ARCHITECTS must be notified in writing of any variations from the dimensions, conditions, and specifications on these drawings.



MINORITY BUSINESS PARTICIPATION

Good Faith Efforts & HUB

UNC Charlotte "Good Faith Effort" Requirements (Union Deck Elevator Replacement)

Proposal Must Include

- Good Faith Efforts – 10% Goal
- Identification of Minority Business Form
- Affidavits
- UNC Charlotte HUB Coordinator, Dorothy Vick
(704.687.0627) dvick@uncc.edu

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 University Managed Projects (UMP) projects. Bidders should be familiar with the *Guidelines for Recruitment & Selection of Minority Businesses for Participation in University of North Carolina Construction Contracts* as well as the applicable bid forms.

The minority participation goal for this project is ten percent (10%).

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 must be submitted with your bid. As a minimum, the Company name must be listed at the top of the form and **\$Zero** is listed in the field at the bottom of the page. Bidder's do not have to list the name of the minority firms they plan on using on this form.

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

1. Contacting minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor or available on State or local government-maintained lists **at least 10 days before the bid or proposal date** and notifying them of the nature and scope of the work to be performed.
Example: Copies of written (emailed or faxed) notification to minority businesses and copies of quotes/proposals received for work solicited to minority businesses. Notification should include, at a minimum, project location, location where plans and specifications may be obtained or viewed, list of the scopes of work for which subcontracts are being solicited, contact person within the prime contractor's organization.
Be sure to maintain a telephone log to confirm that minority firms received your Invitation for Bid (IFB)/Request For Quotes (RFQ). The log should contain the date contacted, telephone number, and name of the individual representing the minority firm who acknowledged receipt of your IFB/RFQ. **Also maintain a telephone log to confirm that minority firms acknowledged a "bid/no bid" to your IFB/RFQ.** 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/RFQ.
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, list of the scopes of work for which subcontracts are being solicited, contact person within the prime contractor's 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 scopes 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.

Be able to provide a copy of meeting minutes and/or emails between the 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; 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.

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/RFQ.
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 the 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/RFQ.

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.

Be sure to mention that 'quick pay agreements will be provided to assist contractors with cash-flow demands' in your IFB. Do not include stipulations that require the contractor to prove they need the quick pay. Net 30 or 45 is not quick pay. Be able to 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 signed between bidder and minority businesses.
Quick Pay will be paid whether or not the bidder has been paid or the Owner has approved the minority subcontractor's work.

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. **Note:** Backup documentation will be provided for any Good Faith Effort item indicated on the bidder's Affidavit A form.

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.

Assistance:

Email the UNC Charlotte HUB Coordinator, Dorothy Vick (704-687-0527), **no later 5:00 PM Thursday, October 7, 2021** to dlvick@unc.edu (**Email Subject: Union Deck Elevator Replacement**) for the following:

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



QUESTIONS AND SITE VISIT

Email: alan@whnarch

Union Deck Elevator Replacement Pre-Bid Conference

The University of North Carolina at Charlotte

October 5, 2021