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## **Addendum 5**

### **UNCC Friday HVAC & Electrical Renovations – (J10343.000) January 15, 2025**

**This Addendum “5” is to take the place of previously provided information in the Public Access Folder to be used for Prequalification and Bidding for the UNCC Friday HVAC & Electrical Renovations project. The changes delineated in this addendum are now binding and will provide the basis of review for the project, superseding any previously provided information and will be incorporated into Construction Manager’s awarding process.**

## **Addendum 5**

### **Documents Modified:**

This Trade Contractor shall take note of the following Documents that have been updated in the Public Access Folder (previous versions are now located in the Archived Folder FOR REFERENCE ONLY):

1. Bidders must submit a completed Affidavit A and HUB identification form. Affidavit B will not be accepted even if trade contractor is self-performing the work. Please see previously provided bid-opening check list.
2. Bidders will have an opportunity to walk the jobsite on Tuesday January 21<sup>st</sup>, 2025, at 11AM.
3. The Bid Opening date for the UNCC Friday HVAC & Electrical Renovations project will be extended from January 9<sup>th</sup>, 2025, at 2:00PM. The new Bid Opening date will be January 28<sup>th</sup>, 2025, at 2:00PM for bid packages 10A General Trades, and 23B Mechanical test and balance. The location will now be at 9151 Cameron BV, Charlotte, NC 28223, in Room 206.
4. Revised Exhibit B for BP-10A General trades dated 01/15/2025.

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## **Bid Opening Document Checklist**

### **UNCC Friday HVAC & Electrical Renovations – (J10343.000)**

This sheet provides a comprehensive list of documents that are to be provided as part of the sealed package bid for the December 19, 2024, Bid Opening at 2:00PM. All the documents noted on this sheet must be fully completed and signed to be deemed as a responsive bid submission. Any missing or incomplete documents will result in a non-responsive bid submission. Please reach out to Shane Dixon ([sdixon@gilbaneco.com](mailto:sdixon@gilbaneco.com)) with any questions.

- Gilbane Request for Proposal.**
  - Fully completed and signed.
  - Acknowledgement of Gilbane Exhibit B.
- UNCC/SCO Request for Proposal.**
  - Fully completed and signed.
  - Acknowledgment of addendums received.
- Bid Bond Form.**
  - Note that if a bid is less than \$250,000, a Bid Bond is not required.
  - Use Bid Bond Form included in UNCC/SCO Project Manual.
- UNCC/SCO HUB Documentation.**
  - Identification Form to be submitted with bid.
  - Affidavit A to be submitted with bid.
  - Affidavit B to be submitted with bid (in lieu of Affidavit A) only if all work will be self-performed.
- Gilbane Economic Inclusion Commitment Forms.**
  - Part 1 to be submitted with bid.

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**Exhibit B**  
**UNCC Friday HVAC & Electrical Renovations - (J10343.000)**  
**Bid Package – 10A (General Trades)**

This Exhibit “B” is a supplement to Article 1 of the Trade Contract Agreement, Trade Contract Number \_\_\_\_\_ between Gilbane Building Company (“Construction Manager”) and \_\_\_\_\_, (“Trade Contractor”), and is incorporated into and made a part of Article 1 of the Trade Contract Agreement.

**ARTICLE 1.1**

**SCOPE OF WORK:**

This Trade Contractor shall furnish all labor, materials, equipment, services, and logical extensions of same, as required to satisfactorily complete all General Trades Work, as required for the construction and completion of the UNCC Friday HVAC & Electrical Renovations all in accordance with the Drawings and Specifications as prepared by McKim and Creed and the Gilbane Project Documents listed below. All work shall be in strict accordance with the following Documents:

1. Drawings and Specifications as prepared by McKim & Creed dated 08/26/2024.
2. Gilbane Building Company Project Manual dated 08/26/2024.
3. University of North Carolina Charlotte Project Manual dated 08/26/2024.
4. Gilbane Building Company BP 10A – General Trades Proposal Form.
5. Attachment A – Ceiling Scope of Work.
6. State Construction Office Proposal Form.
7. All documents incorporated by reference.

In addition to the Scope of Work noted above, the following items shall be included:

**General Coordination & Responsibilities**

8. This Bid Package may contain Scope of Work items and/or related items of work that are not customarily performed by this Trade Contractor. If such work is required to be performed by this Trade Contractor pursuant to Bid Package Documents, this Trade Contractor will provide this work either by his own forces and/or by subcontracting such work in accordance with the requirements as set forth in this Bid Package.
9. All material, labor and equipment escalation costs are inclusive with this Contract and therefore, have been fully priced according to the baseline completion dates.
10. Onsite parking is NOT available for use by the Trade Contractors. Trade Contractors shall coordinate all parking requirements.
11. Materials will be delivered “Just-In-Time” for installation and coordinated in advance with Gilbane’s superintendent. Material staging only permitted if accepted by Gilbane and Owner, in a location provided by Gilbane and Owner. If material staging is accepted, no material shall be staged or stockpiled onsite more than a week in advance of installation. All material will be

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staged in a neat and orderly fashion and on pallets or carts to permit relocation as may be needed for other work to progress.

12. This Trade Contractor shall properly stack and store all materials to prevent sagging, damage, overloading of the structure and/or water damage. This Trade Contractor shall coordinate location of all materials delivery with Construction Manager. This Trade Contractor shall provide all labor and equipment necessary to unload and handle his material as required until such time that the material in place.
13. The project will maintain a "Nothing Hits the Floor" policy, where all scrap, cut-offs, debris, trash, etc. is immediately deposited in a trash receptacle. All field workstations shall be set off the floor, maintained in an orderly fashion and equipped with a trash can. All work areas are to be maintained as "broom swept". Areas found to be out of compliance with this requirement and not corrected within four (4) hours of notification shall be responsible for clean-up costs by others.
14. This Trade Contractor agrees and understands that the project will require multiple mobilizations based on the sequencing and coordination of trade activities. All scopes of work cannot be completed at one time or by only one mobilization. The Lump Sum Proposal Price includes multiple mobilizations as required to complete the Work in accordance with the Project Schedule.
15. This Trade Contractor understands that all equipment used on elevated slabs may require EOR approval. This Trade Contractor shall take the necessary precautions to not scar or mark up the in-place concrete when utilizing lifts on areas that will be to exposed concrete finish floor.
16. This Trade Contractor shall include all night work and weekend work required to ensure completion of the scope in accordance with the Project Schedule. **The majority of work on this project will be night work.**
17. This Trade Contractor is responsible for lines, grades, its own field engineering and layout required for the execution of the Work. Perform field verification and measurements as required for proper integration of the Work. Report any discrepancies which will affect construction tolerances to the Construction Manager immediately. Gilbane will NOT be providing control on all floors. All Trade Contractors are to provide their own control/layout of their work.
18. This Trade Contractor shall provide two-weeks' notice for upcoming inspections of in-wall, overhead and final inspections to allow time for the inspector to come to the site to review. Any re-inspections that are required as a result of a failed inspection, will incur additional costs that will be the responsibility of this Trade Contractor.
19. In coordination with the Construction Manager, this Trade Contractor shall schedule all testing at the appropriate time with the independent service. Two weeks' notice will be required for all necessary inspections. The independent testing and inspection service shall not relieve this Trade Contractor of any Trade Contractor testing and inspection responsibilities stated in the

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Contract Documents. If a re-inspection is necessary for a failed test, it shall be at the expense of this Trade Contractor.

20. This Trade Contractor recognizes that no additional or change work is authorized unless directed in writing by Gilbane Building Company, and that work put in place without written direction shall be deemed as required coordination of this Trade Contractor's base Scope of Work whether or not indicated on the Contract Documents.
21. This Trade Contractor shall include all costs required to expedite material and equipment deliveries to support the Project Schedule.
22. As-built drawings shall be continuously maintained throughout construction to ensure accuracy. This shall include an onsite set of drawings for the inspector's review and inspector's sign-off of approved areas. Current drawings must be presented as a prerequisite for billing as well as with closeout documentation.
23. Any and all lower tier subcontractors shall be identified to Gilbane in writing immediately upon execution of any lower tier agreement. This Trade Contractor is fully responsible for supervising all lower tier subcontract personnel and ensuring compliance of same to all Contract Document requirements, including, but not limited to, safety, quality, schedule, etc.
24. This Trade Contractor is responsible for following and performing quality procedures as required by the Gilbane Quality Control Program included in the Gilbane Project Manual.
25. Dumpsters shall be provided by Gilbane. This Trade Contractor is responsible for housekeeping as required in the NCBU Lean Construction Program (Project Manual Exhibit 5, Section d).
26. This Trade Contractor is responsible for daily and continuous clean-up associated with its scope of work by transporting trash from the work zone to the dumpster and sorting major debris items as may be necessary (i.e. steel scrap, concrete debris, etc.).
27. This Trade Contractor is required to comply with Gilbane's Waste Management Policy. This policy required the waste sent to landfills shall be reduced by 75%. This Trade Contractor is responsible to separate the waste produced and place it in the appropriate provided waste container for the different materials.

#### **SAFETY SUMMARY**

28. This Trade Contractor has included all costs associated with the Safety Plan provided in the Project Manual. This Safety Plan includes requirements that exceed OSHA Standards. The Plan requires both field and high-level management representatives from this Trade Contractor to attend workshops expected to heighten hazard awareness and proactively manage the hazards specific to this Project using this team's collective contribution and dedication.

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29. This Trade Contractor acknowledges Gilbane's "Above OSHA" requirements detailed in the Project Specific Safety Plan, including, but not limited to:
- a. Notification of all incidents and near misses must be reported within 24 hours.
  - b. All cranes shall pass an independent, third-party inspection before being put into service. Inspections are required annually, or each time a crane leaves and returns to the site.
  - c. All 120V temporary circuits shall employ GFCI's at all times.
  - d. Lock Out/Tag Out procedures shall be used whenever operating on live systems.
  - e. All trenches deeper than 4'-0" shall be protected.
  - f. 100% fall protection is required for work surfaces above 6'-0".
  - g. Provide 20# fire extinguishers for each operation that involves hot work / exposed combustibles.
  - h. Ladders shall only be used as a last option after demonstrating to Gilbane that scaffolding or lifts cannot be utilized to access a work area. Permitted ladders shall be limited to podium or platform ladders. Metal ladders are not permitted onsite under any circumstances.
  - i. Provide competent personnel onsite who shall be responsible for proper inspections, oversight, operation and execution of equipment and activities as may be required, including, but not limited to scaffolding, rigging, aerial lifts, powder actuated tools, etc.
30. This Trade Contractor shall submit to Gilbane their Site-Specific Safety Program, 'Job Hazard Analysis' (JHA), SDS documentation, contact information of company safety managers and onsite competent persons with copies of specific certifications not less than three (3) weeks prior to starting work. Company safety managers are required to attend kick-off meetings and to inspect the project not less than every 30 days while crews are active onsite.
31. This Trade Contractor certifies to the Construction Manager that this Trade Contractor will provide a Drug-Free Workplace.
32. All workers shall be equipped with the minimum required PPE (personal protective equipment) including:
- a. Trade Contractors at all levels shall use safety helmets with fastened chin straps that comply with the following standards: ANSI Z89 (Type I or Type II) and EN12492 performance standards 4.2.1.2 (front energy absorption), 4.2.1.3 (side energy absorption), 4.2.1.4 (rear energy absorption), 4.2.3 (retention system strength), and 4.2.4 (retention system effectiveness).
  - b. Eye protection meeting ANSI Z87 requirements. Prescription glasses or sunglasses are NOT permitted unless compliant with cited safety standard.
  - c. Hi-Viz vests or shirts are required at all times onsite.
  - d. Long pants and shirts with sleeves not less than 4" long shall be worn at all times.
  - e. Minimum 'Cut Level 4' gloves, appropriate to the worker's task, are required to be worn at all times.
  - f. Safety-toe boots (per ASTM F2413-11) must be worn at all times within the construction area.
  - g. Hearing protection must be worn in conditions where workers are exposed to a time weighted average noise level of 85 dBA or higher over an 8-hour work shift.

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33. This Trade Contractor shall be required to submit a "Pre Task Plan" (PTP), along with a Daily Report, on a daily basis for each individual activity performed by their crews to Gilbane no later than the day before. The PTP should be prepared and signed by all affected crew members.
34. The project will employ a "Short-Service Worker Program" to identify those workers who have been onsite less than 30 consecutive days that may be unfamiliar with current conditions. This Trade Contractor shall coordinate its employees to fully participate in program.
35. This Trade Contractor shall provide any and all traffic control required to maintain public traffic patterns, including, but not limited to certified flaggers, which are expected to be interrupted by this Trade Contractor's contracted Scope of Work operations which includes material deliveries. Lane closure requests are to be submitted in writing one week in advance, detailing cause and resources applied for the request.
36. Each Trade Contractor creating a hazard by installing work under this Bid Package shall provide adequate handrail / guardrail to safe-up the condition(s) for its workers, the workers of other Trades, and the general public. Each Trade Contractor placing their workers in areas requiring handrail / guardrail shall provide the required handrails in the case this temporary protection has not yet been installed when this Trade Contractor is required to install his work.
37. Any crew over 20 people will require a full-time dedicated safety officer.
38. This Trade Contractor is responsible for access to all work areas for installation of work per Gilbane safety plan.

#### **ADMINISTRATIVE & CONTRACTUAL REQUIREMENTS**

39. This Trade Contractor shall provide a Schedule of Values ("SOV") at least two (2) weeks prior to first payment requisition and no longer than thirty (30) days from award of the Trade Contract Agreement. The format for the SOV shall be provided by the Construction Manager, and must include line items for Lean Construction, Safety, Bond (if applicable), Mobilization, Demobilization, Submittals, Punchlist, Closeout Documents, and Trade Allowances (if applicable). Mobilization and demobilization to carry same value on SOV. Amounts for the above listed items shall be substantial, and mutually negotiated between this Trade Contractor and the Construction Manager. The amounts shall not be less than 1% of the Bid Price per line item, and in some cases may need to be 3% or greater. The SOV shall have separate line items for material vs. labor & equipment.
40. This Trade Contractor shall provide a competent supervisor (Superintendent or Foreman) on the premises during all times when either material is delivered, or work is carried out for this Bid scope. A full-time onsite Superintendent or Foreman under the direct employ of this Trade Contractor is required during all hours this Trade Contractor or this Trade Contractor's Subcontractors are performing work onsite. An officer of this Company, or the individual representing this Company identified via the Document Signing Authority Form, shall provide the name and credentials of the competent Foreman or Supervisor onsite immediately upon request. Delays to the work resulting from this Trade Contractor being unable to receive

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material or perform work onsite as a result of a failure to comply with the requirement of onsite supervision shall be the responsibility of this Trade Contractor, including any associated LDs levied.

41. This Trade Contractor shall use the CM's "systems" to the fullest extent, and has included field, administrative, and project management personnel to work in these system as required. Onsite and/or online training may be required to utilize these systems, which include:
  - a. ProCore – Project Management Software for submitting RFIs, Submittals, and Daily Reports. Quality Control and respond to action items assigned to this Trade Contractor.
  - b. Textura - Third party web portal for payment application processing and wired payments Note: Textura requires this Trade Contractor to pay fee separately enroll and use the system on this project.
  - c. B2GNow - Diversity Compliance Tracking Software for verification of diverse certifications and tracking of diverse commitments against payments issued. This Trade Contractor to enter award and payment data for themselves and any of their lower tier subcontractors/suppliers on a monthly basis.
  - d. Docusign – Execute trade contract agreement.
  - e. Compass – setup account and submit prequalification.
42. The latest Contract Documents shall be kept electronically in Procore and made available to all team members including this Trade Contractor. This Trade Contractor agrees to receive updated Drawings, Specifications, RFIs, and/or Submittals from the CM via Procore and respond to action items assigned to this Trade Contractor. This Trade Contractor shall provide its superintendent with a tablet with data service in order to maintain current Contract Documents, correspondence, reporting, documentation deliverables (e.g., Daily Reports, Safety Task Assessments, etc.), quality, punch list, submittals, etc.
43. This Trade Contractor shall complete any "Rolling Completion List" (RCL) and punch list items within 2 weeks of receipt. Trade Contractor shall provide a dedicated crew to complete punch list items. In addition, Trade Contractor shall provide any necessary personnel during building inspections for the purpose of making immediate corrections to deficient items.
44. This Trade Contractor shall provide a schedule / listing of submittals complete, demonstrating the Trade Contractor has done a thorough take-off from the Specifications and extracted all submittal deliverables required for this Scope of Work, including but not limited to: Product Data, Shop Drawings, Certifications, Special Warranties, As-Builts, and other Close-out submittals. The list provided shall be in a format provided by the CM and shall be provided by the Trade Contractor prior to the CM's acceptance of the first Pay Request from the Trade Contractor. This Trade Contractor shall also provide a Material Equipment Status Report (MESR) indicating all materials/equipment and lead times associated with each.

**The following "Specific Work Items" are related to those required by the above referenced Documents and are to be provided under, and hereby form a part of, the Scope of Work of this Agreement. Should any conflict exist between this written Scope of Work and the Scope of Work inferred by the above referenced Documents, this Scope of Work shall govern. All items are furnished and installed by this Trade Contractor unless noted otherwise.**



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**The Scope of Work is to include all work that is reasonably inferred by the Contract Documents. The term “reasonably inferred” takes into consideration the understanding that not every detail will be shown on the Drawings, nor included in the Specifications. The Trade Contractor shall not be entitled to an increase in the Contract Sum due to the absence of details that should have been assumed as necessary to make the system complete. If an item or system is either shown or specified within the Contract Documents, all materials and equipment not requiring further definition or design but required for the proper installation and function of such item or system shall be furnished and installed to make a complete, operating system.**

**SPECIFIC WORK ITEMS:**

1. This Trade Contractor shall provide all labor, material, equipment, supervision, and any other items necessary to complete the General Trade Work associated with this bid package to the extent shown on the drawings and specified under Specification Section 092216, 092900, 096513, 099123 in **TOTAL** as necessary for General Trade Scope of Work:
2. This Trade Contractor shall provide the following items as required using the quantities listed below for bidding purposes. Reference Attachment A – Ceiling Scope of Work for Gilbane’s takeoff estimates, which are to be confirmed and included by this Bid Package.
  - a. Remove and reinstall ACT ceiling tile and ceiling grid as shown on the Contract Documents, and as required by Other Trade Contractors to allow for materials/equipment to be installed as shown on the Contract Documents.
  - b. Remove one (1) existing concrete pad of approximately 220 SF.
  - c. Form, reinforce and pour one (1) new concrete pad = 20’ x 20’ x 4”.
  - d. Provide 2” x 6” blocking between studs 16” on center as needed for work associated with this scope and as required by other Trade Contractors.
  - e. This Trade Contractor will be responsible for cutting new openings where required by other trades; this will also include patching and drywall finish work when opening is ready to be closed. All core drilling to be done by others.
  - f. Painting drywall where patched from corner to corner.
  - g. Purchase and install new Armstrong (Kanopi) Ultima Health Zone High NRC ceiling tile.
3. This Trade Contractor shall complete the following items for a given area and/or a given system prior to requesting an inspection of the area:
  - a. Hangers are level, all thread rods trimmed to a minimum of three threads above nuts.
  - b. All wall, floor, roof, and ceiling penetrations have been sealed and fire stopped where applicable for work pertaining to this scope. All subs are responsible for their own fire caulking.
4. This Trade Contractor shall install all access panels furnished by others.
5. Provide all necessary expansion joints and control joints as shown as or needed for a complete and functioning drywall and ceiling system.
6. Provide patching of any spray insulation/fireproofing removed or damaged by work associated with this Bid Package. Confirmation of fireproofing material to be provided at site walk on 1/21/25.

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7. Provide caulking and sealants as shown as or needed for a complete and functioning installation.
8. This Trade is responsible for protection of adjacencies. All existing surfaces to remain that are damaged during construction shall be repaired to match existing surfaces by this Bid Package.
9. This Trade shall provide and maintain protection of elevator cabs. Protection to be consistent with moving blankets on the walls and Masonite on floors. This will be for two elevators.
10. Provide demo and installation of flooring base and flooring indicated on drawings.
11. Provide, inspect, and maintain fifty (5) 20LB fire extinguishers until Owner final acceptance. Any hot work will require trade performing work to supply their own fire extinguishers.
12. This Trade Contractor is responsible to cover and protect all portions of the structure when the work associated with this scope is not in progress, provide and set all covers for doorways, sash and windows, and all other materials necessary to protect all the work on the building. Any work damaged through the lack of proper protection shall be repaired or replaced.

**The above listed items are not intended to be an all-inclusive listing of the specified Contract Scope of Work, but merely to highlight the major items of work.**

#### **Description of Work Excluded**

**The following specific item(s) of work contained in the above referenced documents are EXCLUDED from the work of this Bid Package (Contract):**

- None

#### **1.1.1**

The following personnel shall serve in the referenced positions as long as they are employed by the Trade Contractor and meet the Construction Manager personnel's expectations.

- Executive Liaison – \_\_\_\_\_
- Project Manager – \_\_\_\_\_
- Onsite Supervisor – \_\_\_\_\_