

SECTION 00 91 10

ADDENDUM NUMBER 1

PARTICULARS

- 1.01 DATE: OCTOBER 10, 2018**
- 1.02 PROJECT: SWIRLL ROOF HATCH**
- 1.03 PROJECT NUMBER: B. C. NO. 2018476**
- 1.04 OWNER: THE UNIVERSITY OF ALABAMA IN HUNTSVILLE**
- 1.05 ARCHITECT: NOLA | VAN PEURSEM ARCHITECTS, PC**

TO PROSPECTIVE BIDDERS

- 2.01 THIS ADDENDUM FORMS A PART OF THE CONTRACT DOCUMENTS AND MODIFIES THE BIDDING DOCUMENTS DATED SEPTEMBER 21, 2018, WITH AMENDMENTS AND ADDITIONS NOTED BELOW.**
- 2.02 ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED IN THE PROPOSAL FORM. FAILURE TO DO SO MAY DISQUALIFY THE BIDDER.**
- 2.03 THIS ADDENDUM CONSISTS OF 5 PAGES**

CHANGES TO THE PROJECT MANUAL

3.01 SECTION 00 10 00 – BID DOCUMENTS AND FORMS:

- A. Advertisement for Bids: Change the bid date to read, "October 25, 2018".

3.02 SECTION 00 22 00 – SUPPLEMENTARY INSTRUCTIONS TO BIDDERS:

- A. Paragraph 1.03 – Change paragraph to read as follows, "All sealed bids will be received by 2:00 p.m. CDT on **October 25, 2018** at which time each bidder must submit a sealed envelope properly titled containing the Proposal form, the Bid Bond, DBE Form 1, and Accounting of Sales Tax form. Upon receipt of these documents the bids will be publicly opened and read aloud. Supplement A – List of Subcontractors (section 00 43 21) and DBE Form 2 are to be hand delivered or emailed to the Architect within 24 hours after receipt of bids. No changes to the base bid will be allowed after 2:00 p.m."

3.03 SECTION 01 10 00 – SUMMARY:

- A. Paragraph 1.03.A: Attached herewith are the minutes and sign-in sheets of the Pre Bid Conference held on October 10, 2018.

The University of Alabama in Huntsville
SWIRLL Roof Hatch
Project No. 18000A

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ADDENDUM NUMBER 1

CHANGES TO THE DRAWINGS

4.01 DRAWING E1.0 – ELECTRICAL:

- A. Overall Plan – Electrical: Change note reference at panel SBL2 from note 2 to note 1.

END OF ADDENDUM NUMBER 1

The University of Alabama in Huntsville SWIRLL Roof Hatch

PRE-BID CONFERENCE AGENDA

October 10, 2018, 10:00 AM

Introduction

Christine Kirchberg Jones of Nola|Van Peursem Architects introduced herself and Larrell Hughes and Justin Thompson of UAH.

Sign-In Sheet

All attendees were asked to sign in. A copy of the sign-in sheet is attached to these minutes.

Bid Date, Location and Procedures – include all properly executed forms for Accounting of Sales Tax and DBE participation. Subcontractor list is due within 24 hours of bid, and this requirement is for all bidders, not just the apparent low bidder. Contractors are not allowed to qualify bids as part of the bid or prior to the bid. Only bid documents and addenda are part of the contract documents. Submission of a bid is acceptance of the bid documents and all warranties implied within the documents.

Project Funding Source

The project will utilize local funding.

Tax Exempt Status

- Sales tax is NOT to be included in bid.
- The accounting of Sales Tax Form shall be included with the bid.

Contract Schedule

- Work may begin after a notice-to-proceed is issued by UAH. A notice to proceed is anticipated within 60 days.
- Substantial Completion date is noted as February 1, 2019. Refer to spec section 01 10 00.

Liquidated Damages

Noted in Appendix A – Supplementary Conditions of the Contract

Permit Requirements

- The contractor will be responsible for obtaining a permit from the Alabama Building Commission, and the fee schedule is included in the specifications. The permit fees shall be included in the bid.
- A City of Huntsville building permit is not required.

Contract Considerations

- DBE participation is expected and a 1.3% goal is requested. Refer to Supplement A to the Instructions to Bidders. Contractors shall include the required DBE forms with their bids, even if they cannot reach the anticipated goal.
- 30-day notice of cancellation is required by the UAH legal department on Contract Insurance forms. A template of the insurance wording will be provided to the low bidder.
- Employees are required to register with E-Verify.
- The general scope of work was reviewed as installing a roof hatch over the existing high-bay space, relocating utilities and equipment in order to install the hatch, and relocating a set of steps to an existing roof equipment platform.

Owner Comments

Larrell pointed out that the existing roof is still under warranty and modification to the roof must be coordinated to maintain that warranty. The existing warranty documents are included in the Project Manual for reference.

Upcoming Addenda

The Pre-bid meeting minutes and sign-in will be issued by Addendum.

Questions – All questions shall be sent in writing to Nola|Van Peursem Architects:

- Melinda Brooks: melinda@nvparchitects.com
- Christine Kirchberg Jones: christine@nvparchitects.com

The following questions were asked during the pre-bid meeting:

Q1.) Can the bid date be moved back one week?

A1.) This was reviewed with the Owner and the adjustment will be addressed by addendum.

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