Addendum Number One

Bama Dining Exhaust Hood Project
The University of Alabama
Tuscaloosa, Alabama

UA Project Number: SC-20-001

Bid Time & Date: Tuesday October 29, 2019 at 4:00 pm local time

UA Procurement Services Annex, 405 Cahaba Circle, Tuscaloosa, AL 35401

Date: October 23, 2019

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated October 18, 2019. Acknowledge receipt by inserting its number on the Bid Proposal Form. Failure to do so may subject Bidder to disqualification.

This Addendum to the Bid Documents includes the following:

I. The Pre Bid Conference Agenda with Answers to Questions and Sign-In sheet.
THE UNIVERSITY OF ALABAMA

Bama Dining Exhaust Hood Project
T39-20-001

PRE-BID CONFERENCE AGENDA
October 22, 2019 11:00 AM

GENERAL INFORMATION

1. Introduction of Attendees
   a. The University of Alabama (UA) – Owner
   b. Donnie Grill – Energy Management
   c. Darrel Lindsey – Contract Administration
   d. Others

2. Bid Date / Time / Location
   Date: October 29, 2019
   Time:  4:00 PM
   Location: Procurement Services Annex, Conference Room 1001
   405 Cahaba Circle
   Tuscaloosa, AL 35404

3. Eligibility
   a. As per Contract documents
   b. Licensed General Contractor in the State of Alabama

4. Bids
   a. Preparation/Delivery
      ▪ It is the Contractor’s responsibility to make sure bid is complete per the Contract documents (e.g. bid
        form, bid bond, sub/supplier list, etc.)
      ▪ It is the Contractor’s responsibility to make sure bids are delivered and received at the designated location
        on the date and time stated in advertisement for bid or subsequent addenda.
   b. Proposal Form
      ▪ No alterations shall be made to bid proposal form
      ▪ Be sure to use latest bid proposal form provided during bid process
   c. Guaranty
      ▪ Bid Guaranty in the form of Bid Bond or Cashier’s Check is required
      ▪ 5% of bid amount, not to exceed $10,000
      ▪ Use the provided UA form for Bid Bond
      ▪ Bid Bond must be executed by a Surety Company duly authorized and qualified to make such bonds in
        the State of Alabama, payable to the University of Alabama
      ▪ Cashier’s check, if used, must be drawn on an Alabama bank

5. Post-Award / Miscellaneous
   a. In the event the low responsive bid is less than $50,000, UA reserves the right to award the project as a purchase
      order. The requirements for UA purchase order projects can be found in the Vendor Resources section of the
      UA Purchasing website at fawp.ua.edu/purchasing/vendor-resources/. UA may supplement the standard
      purchase order requirements, but the contract requirements will not exceed those in the project bid documents.
      Any additional purchase requirements will be identified upon issuance of the purchase order. Contract Bonds as
      per Section 32 of General Conditions
         ▪ Performance Bonds - 100% of contract amount
         ▪ Payment Bonds - Not less than 50% of contract amount
   b. Each subcontractor engaged in the installation, modification, configuration, programming, or testing of a fire
      alarm system must have a current Fire Alarm Permit from the Alabama State Fire Marshal’s Office. A copy of
      each fire alarm subcontractor’s permit must be provided with the list of subcontractors prior to installation or
      modification of the fire alarm system.
   c. Bidder awarded the job must show evidence of being registered in the US Government’s E-Verify Program
d. Pay Application requirements as per Section 28 of General Conditions

e. Contractor shall adhere to the Child Labor Law - No workers on the project under the age of 18

f. Minority and Women Owned Participation - UA is encouraging a goal of 5% for this project. Minority or women owned subcontractors or suppliers should be identified to the Owner using Minority and Woman-Owned Business (MWB) Subcontracts form. For a list of businesses in Tuscaloosa and the surrounding area, go to constructionpublicinfo.ua.edu and click Resources.

g. Davis-Bacon [If applicable on federally funded project, add details here and discuss]

h. Smoking, including the use of electronic cigarettes or similar devices, is prohibited anywhere on campus

6. Insurance

a. Owner does not provide insurance coverage or other protection for any financial loss or project delay resulting from damage, theft, or any other loss to tools, equipment, or materials owned, leased, or rented by the Contractor, employees of the Contractor, or any Subcontractor

b. Contractor may elect to purchase other forms of property insurance or inland marine insurance on tools or equipment, project materials or components awaiting installation at any location or materials or components while being installed

c. General Liability

- Commercial General Liability coverage with limits of $1,000,000 per occurrence, $2,000,000 aggregate

d. See the Contract Insurance Requirements section of the bid documents for a complete listing of insurance requirements

PROJECT INFORMATION

7. Basic Project Information

The University of Alabama is soliciting bids to complete the scopes of work for installing Melink Intelli-Hood controls or Approved Equal in the Lakeside Dining Hall for “Back Kitchen”, “1831 Kitchen”, “Glutiny’s Minimus”, “Bama Burger”, “Churrasco”, “Pizza Hood”, “Patio Grill” and “2nd Floor Kitchen” hoods/fans listed in the bid documents.

a. Anticipated “Letter of Intent” from UA by TBD

b. Anticipated NTP / Mobilization – Friday December 13, 2019

- No work shall begin on project until insurance certificates are approved by UA

c. Time for Completion

- Base Bid Completion Date: Friday January 3, 2020

d. Liquidated Damages - TBD per calendar day for completion dates as specified above, plus additional costs associated with resident observation. No additional cost associated with resident observation for work on weekends or holidays prior to specified completion dates.

e. Contractor to submit a schedule of values with detailed breakdowns of material and labor within 10 days of the Notice to Proceed for progress tracking and management

f. Owner/Consultant/Contractor (OAC) progress meetings to be held per project requirements

g. Warranty dates shall start at Date of Substantial Completion

2. Job Sign Requirement  No

3. Existing Conditions / Constraints

a. As warranted by project

4. Parking for Contractors, Subcontractors and all workers

a. On the right side of Lakeside Dining.

5. Traffic Control

a. As per Project Specifications

b. Coordinate all activities which may impede automobile, bus, pedestrian, or bicycle traffic with the Project Manager and UA Transportation Services

c. No deliveries between 7:30 a.m. and 8:15 a.m.

6. Working on campus/interaction with UA faculty, staff, and students
a. The safety of pedestrians around the project site will be emphasized throughout the project. Safe pedestrian routing will be established in conjunction with the UA Project Manager and Transportation Services at the outset of the project. Contractor will maintain such routing throughout the duration of the project.

b. Notification to Emergency Vehicles (Police, Fire, Rescue, Ambulance, etc.) shall be Contractor's responsibility.

c. Harassing communications or behavior toward students, faculty or staff will not be tolerated and offending individuals will be removed from the project immediately.

d. Unless otherwise indicated, Contractor shall provide temporary toilet facilities for its employees as well as other workers on the jobsite. Workers on the jobsite shall not use restrooms, break areas, or vending machines within the building or adjacent buildings unless approved by UA.

ADDENDA, ALLOWANCES, ALTERNATES & UNIT PRICES

7. Addenda
   a. Minutes of Pre-Bid and any other pertinent items discussed shall be issued as Addendum 1
   b. Additional addenda will be issued throughout bid process as warranted
   c. All questions prior to bid should be directed to Darrel Lindsey at drlindsey@ua.edu
   d. Deadline for questions from bidders: Friday, October 25, 2019, 12:00 noon
   e. Deadline for substitution requests: Friday, October 25, 2019 12:00 noon
   f. All questions should be directed to Darrel Lindsey in writing. Responses will be sent to all bidders. Any pertinent questions that may be asked during site walk-through or site visits should be followed up in writing. Any verbal answers provided should be considered nonbinding.

8. Allowances
   a. NA

9. Alternates
   a. NA

10. Unit Prices
    a. NA

11. Other / Miscellaneous
    a. Electronic Pay Applications and CORAFs:
       Pay applications and CORAFs for this project will be processed electronically. The Contractor will be required to make these submissions via the ePayApp and eCORAF systems. The contract requirements pertaining to pay applications and CORAFs, including supporting documentation for both, will remain in full force and effect with the exception that these submissions will be made electronically. UA will provide support and training to the Contractor as needed.

    b. Modified Project Requirements
       The bid documents shall be amended as set out in the attached Project Modification Requirements.

OWNER COMMENTS

QUESTIONS / COMMENTS

PROJECT TOUR (OPTIONAL) Lakeside Dining Thursday, October 24, 2019 at 1:30.
Meet in the small parking lot on the northside of Lakeside Dining. The visit will consist of touring the exhasust fans on the roof and then walk the interior.
Modified Project Requirements:
Bama Dining Exhaust Hood Project
T39-20-001
October 22, 2019

The following modifications are hereby made to the bid documents for the above-referenced project. This listing shall be distributed at the prebid meeting and issued by addendum. This listing forms part of the Contract Documents dated October 18, 2019.

1. Sales and Use Tax Savings:
   ☒ Bidder is not to add or include Sales and Use taxes in their bids. Sales tax estimates are required on the bid form. Contractor will need to apply for a tax exempt certificate with the Department of Revenue to purchase materials tax free. Any delay in obtaining the tax exempt certificate due in whole or in part to the Contractor will not be cause for an extension of time for completion of the Project nor an increase in price. Basic material & labor breakdown required to allow UA to apply for Tax Exempt Certificate.
   ☐ Not applicable for this project. The Contractor will not be required to apply for a tax exempt certificate. All applicable sales tax should be included in the Contractor’s bid. Delete sections 1.2 and 1.9 from the Supplemental General Conditions.

2. Construction Staking:
   ☐ Shall be the Contractor’s responsibility and shall be performed under the supervision of a Licensed Professional Land Surveyor in the State of Alabama.
   ☒ Not applicable for this project.
   ☐ Other:

3. Project Observation/Material Testing
   ☐ Resident observation will be provided by Owner. Materials testing and geotechnical recommendations for the Owner will be provided by [Insert name of testing firm here]. It is the Contractor's responsibility to coordinate all testing. The Contractor shall submit a QA/QC program in compliance with Specification Section 014000.
   ☐ Not applicable for this project.
   ☒ Other:

4. Inspections
   ☐ All “city inspections” of the work will be conducted by 3rd party consultants for the University. Contractor will email inspections@fa.ua.edu to schedule these inspections with 24 – 48 hours notice required. University “in-house” inspections of the work will be scheduled by the contractor(s) through the project Field Coordinator with 48 – 72 hours notice required. Inspection cards must be kept up to date throughout duration of project. The Contractor should only schedule inspections when the work to be inspected is complete. UA reserves the right to deduct costs for additional inspections due to incomplete material or workmanship at the time the Contractor scheduled the initial inspection.
   ☒ Not applicable for this project.
   ☐ Other:

5. Safety (check all that apply)
   ☒ The Contractor shall be responsible for all project safety. Neither the Consultant nor the Owner will be responsible for the Contractor’s safety precautions, means, methods, techniques, sequences, or procedures. This item is always applicable.
   ☐ Contractor’s personnel responsible for safety shall be OSHA certified.
☐ Weekly employee safety meetings will be required with minutes of each meeting kept current. Contractor shall be responsible for coordination, content, scheduling, etc., of safety meetings with employees. Safety meeting minutes with sign-in sheets must be current for the contractor’s pay request to be approved.

☒ The Contractor shall be responsible for maintaining a comprehensive Hot Work Program. See Supplemental General Conditions Section 1.8.

☐ Fencing along the limits of construction, including equipment and storage areas, is the Contractor’s responsibility unless otherwise directed by the Owner. The cost of any type fencing, barricades, etc. necessary shall be incidental to project. Fencing, barricades, etc., must be maintained according to the project specifications throughout the duration of the project.

☐ Other:

6. Storm Water and Erosion Control

☐ As per Project Specifications Section [Insert spec section here]. The Contractor shall be responsible for obtaining the NPDES Permit and will submit the permit application prior to beginning onsite work. Contractor will arrange for a qualified individual to provide all monthly inspections and reports for the project. Contractor responsible for implementing all BMP’s, installation of all erosion and sedimentation control items, adhering to permit requirements and monthly inspection reports, etc.

☒ Not applicable for this project.

☐ Other:

7. Tree Protection

☐ During the course of the work, Contractor will take all necessary precautions to protect existing trees on and near the project site as per the Project Specifications and Article 14 of the General Conditions. For any tree destroyed or damaged beyond reasonable repair due in whole or in part to the Contractor’s failure to adequately protect it the University will assess damages per the Project Specifications.

☒ Not applicable for this project.

8. Existing Utilities

☐ As per Special Conditions Section 02000 and Technical Specifications Section 02620. Verify location of utilities prior to construction. The Contractor shall be responsible for adhering to implementing the Pre-Excavation Sign-Off Sheet Before Excavation, Underground Telecommunication Protection Guidelines, Site Prep Approval Sign-Off Sheet, and any other applicable sections of the bid documents.

☒ Not applicable for this project. Delete Special Conditions Section 02000 and Technical Specifications Section 02620; Pre-Excavation Notification and Sign Off Sheet, and the Underground Utilities Locate and Pre-Excavation Procedures.

☐ Other:

9. Duct Cleanliness

☐ All ductwork should arrive at jobsite with all openings covered in 6 mil plastic sheeting. Ductwork should be covered except when ductwork is being done in that area. HVAC Units shall not operate until after the Pre HVAC Conference is held. During construction prior to starting equipment, install a minimum of MERV 8 filters on the return and outside air. It is responsibility of the Contractor to change filters and clean coils as required until Date of Substantial Completion.

☒ Not applicable for this project.

10. Shop Drawings and Submittals

☒ As per Article 5 of the General Conditions and any applicable Specification Section.

☐ Not applicable for this project. Delete Article 5 of the General Conditions.
11. Project and Record Documents
☐ As per Article 6 of the General Conditions and any applicable Specification Section.
☐ Not applicable for this project. Delete Article 6 of the General Conditions.
☐ Other:

12. Samples
☐ As per Article 8 of the General Conditions and any applicable Specification Section.
☒ Not applicable for this project. Delete Article 8 of the General Conditions.
☐ Other:

13. Progress Schedule and Charts
☒ Contractor to generate and submit detailed construction progress schedule compliant with Section 9 of General Conditions and Specification Section 013200. During the course of the work, the assigned UA Project Manager will review the progress of completed work and the submission of any supporting documents regarding the progress of the work.
☐ Not applicable for this project. Delete Article 9 of the General Conditions.
☐ Other:

14. Project Closeout
☐ Project Closeout shall be completed pursuant to Specification Section 01700.
☒ Specification Section 01700, Part 1.02 is modified so that only the following is required. Check all that apply. See Specification Section 01700 regarding the applicable items listed below:
☒ 1. Advertisement of Completion. This item is required for every project.
☒ 2. As-Built Drawings and specification mark-ups
☒ 3. Operation and Maintenance Manuals
☒ 4. Training sessions for Owner’s personnel, as required per project specifications
☐ 5. Certificate of Occupancy from City (original required)
☐ 6. Approved HVAC Test and Balance Report and Functional Performance Testing
☐ 7. Control Drawings are to be complete and available for review
☐ 8. Fire Alarm Certification
☐ 9. Carpet Certifications
☐ 10. State Elevator Inspection Report
☐ 11. Boiler Inspection Report
☒ 12. Construction Record Documents:
☒ 13. UA Affidavit of Release of Liens - from GC only, on UA form
☒ 14. Release of Liens - from GC and all subs
☒ 15. GC and Subcontractor Warranties
☒ 16. Extended Manufacturer's Warranties
☐ 17. Roof Warranties - Standard Five-Year (ABC Form C-9) plus additional as specified
☒ 18. Delivery of Maintenance Stock Items
☐ 19. Receipt for return of all keys
☐ 20. Elevator Requirements
☐ 21. Termite Contract *(copy is acceptable)*
☒ 22. Fully Executed Certificate of Substantial Completion
☒ 23. Final change order as part of closeout binder
☒ 24. Consent of Surety for final payment
☒ 25. Certification that final punch lists items have been completed
☐ 26. Utilities - Confirmation that all have been transferred into “UA” name
☒ 27. Construction Debris Report
☒ 28. Equipment List for Maintenance and Replacement Parts
☐ Other Modifications to Section 01700 – Project Closeout
# PRE-BID MEETING SIGN-IN SHEET

**PROJECT NAME:** Bama Dining Exhaust Hood Project  
**UA PROJECT NO.:** T39-20-001  
**DATE/TIME:** Tuesday, October 22, 2019, 11:00 a.m.  
**LOCATION:** Procurement Services Annex, Conference Room 1001

<table>
<thead>
<tr>
<th>Name</th>
<th>Company</th>
<th>DBE</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>JF Frederick</td>
<td>Harrison Construction</td>
<td></td>
<td>205-333-1120</td>
<td>jf <a href="mailto:frederick@harrison-const.com">frederick@harrison-const.com</a></td>
</tr>
<tr>
<td>Ty Moshan</td>
<td>M&amp;Ahee</td>
<td></td>
<td>662-574 9976</td>
<td><a href="mailto:tmoshan@macedonconstruction.com">tmoshan@macedonconstruction.com</a></td>
</tr>
<tr>
<td>Jennifer Patrick</td>
<td>UT Contract Admin</td>
<td></td>
<td>205-348-7923</td>
<td><a href="mailto:jpatrick@ua.edu">jpatrick@ua.edu</a></td>
</tr>
<tr>
<td>J. Steven Stamps</td>
<td>Premier Service Co</td>
<td></td>
<td>(205) 561-4683</td>
<td><a href="mailto:ssstamps@psc1201.com">ssstamps@psc1201.com</a></td>
</tr>
<tr>
<td>Leigh Huguley</td>
<td>UA Contract Admin</td>
<td></td>
<td>(205) 348-9681</td>
<td><a href="mailto:lahuguley@ua.edu">lahuguley@ua.edu</a></td>
</tr>
<tr>
<td>D. G. Grill</td>
<td>UA Energy Mgmt</td>
<td></td>
<td>205-349-6656</td>
<td><a href="mailto:dgrii1@fa.ua.edu">dgrii1@fa.ua.edu</a></td>
</tr>
<tr>
<td>D. Lindsey</td>
<td>UA Contract Admin</td>
<td></td>
<td>205-348-5552</td>
<td><a href="mailto:drlindsey@ua.edu">drlindsey@ua.edu</a></td>
</tr>
</tbody>
</table>

THE UNIVERSITY OF ALABAMA