

## **ADDENDUM 01**

November 18, 2015

to the

### **BIDDING DOCUMENTS**

For

**College of Fine Arts Infrastructure Upgrade**

**Ohio University**

**Bid #: 16-015-CPF-SW**

Prepared by:

#### **Glaserworks**

304 East 8th Street  
Cincinnati, OH 45202

(513) 665-9555

(513) 665-9857 fax

To Prospective Bidders:

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents and previously issued Addenda, as noted below. All unmodified portions remain in full force and effect.

## 1.1 GENERAL

- A. Summary of Attachments:
1. Summary of Project Manual Documents Attached: The following documents are attached to and are part of this Addendum:
    - a. None.
  2. Summary of Drawings Attached: The following drawings are attached to and are part of this Addendum:
    - a. Revised Drawings:
      - 1) None.
- B. Summary of Pre-Bid Conference: Attached to this Addendum is a summary of issues and responses addressed during the Pre-Bid Conference and includes a list of those in attendance. This summary represents commentary and clarifications related to the Contract Documents and original Bidding Documents made during the Pre-Bid Conference. This summary is provided only for informational purposes and the convenience of those potential bidders who were unable to attend the Pre-Bid Conference. This summary does not change or modify requirements of the Contract Documents and original Bidding Documents. Changes and modifications to the Contract Documents and original Bidding Documents, if any, will be made by addendum. No guarantee is made that this summary is complete, accurate, or correct.

**END OF ADDENDUM**



## Meeting Memo

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Project: **Ohio University  
Kennedy Museum**  
Project No. **14021**  
Mtg. Date: **November 16, 2015**  
Memo Date: **November 18, 2015**  
From: **Adam Luginbill**  
Topic: **Pre-Bid Meeting**

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### I. Contractor Checklist:

- A. See the enclosed document.

### II. Dates:

- A. Questions from bidders shall be submitted to glaserworks by Friday, November 20 at 5:00 p.m.
- B. Substitution requests shall be submitted to glaserworks by Friday, November 20 at 5:00 p.m.
- C. Addenda to address questions and substitution requests will be issued no later than Wednesday, November 25 at 2:00 p.m.
- D. The time for contract completion is 215 days. If Alternate 5 is selected, the contract completion time will be extended to 275 days.

### III. Examination of Site:

- A. A tour of the building followed the meeting.
- B. There will be another opportunity to examine the existing conditions. **(The building will be available on Friday, November 20 from 9:00 a.m. to Noon.)**

### IV. Project Description:

- A. This is a renovation project that primarily consists of HVAC upgrades, roof replacement and the creation of an art storage space in what is referred to as the Milk Parlor.
- B. It will be a multiple-prime contract with the following contracts:
  - 1. General Trades: Includes fire protection. The General Trades contractor will be the Lead Contractor
  - 2. HVAC: Includes plumbing
  - 3. Electric
- C. The HVAC work is intended to be performed when outdoor conditions will have the least impact on the building:
  - 1. Chilled water piping during cold weather - Intended to start in February
  - 2. New chiller and air handler modifications during the spring
  - 3. Hot water piping during warm weather

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- D. As with any multiple-prime project, each contract is for the work defined in the full set of documents.
  - 1. An example: Removing and reinstalling the lightning protection system will be performed by the electrical contractor but the work is noted on the architectural room plan.
- E. There will be a schedule consultant for the project as an Allowance under the General Trades contract.

**V. Work Under Separate Contracts:**

- A. The University will provide furnishings for the art storage area under a separate contract. This will be performed following the completion of the space with the following exception:
  - 1. The furnishings vendor will provide the rails that are to be cast into the topping slab.

**VI. Work Restrictions:**

- A. The museum will remain occupied during construction. Work in the galleries will need to be performed with the museum is closed. Shutting down AHU's 1+2, which serve the galleries, will also need to be performed when the museum is closed.
  - 1. Normally, the museum is open seven days per week.
  - 2. The museum will shut down for 1 week (May 31, 2016 through June 6, 2016) to allow unencumbered work within the gallery space. Contractors are encouraged to make the most productive use of the shutdown period.
- B. Access to the museum must be maintained when the work at the front canopy is being performed. Using the accessible entrance to the side of the main entrance is an acceptable route. (Note that the timing would need to be coordinated with Alternate 3.)
- C. The work hours for the roofing and Milk Parlor area are not intended to be restricted.

**VII. Allowances:**

- A. Allowance No. 1 is for a schedule consultant under the General Trades contract.
- B. Allowance No. 2 is under the General Trades contract and includes installation of lock cylinders, communication devices/wiring, and electronic security. The entities to provide this Work will be selected in consultation with the University.
- C. Allowance No. 3 is for repairs to the existing copper roofing and gutters under the General Trades contract. This is intended to allow for a variety of repairs.
- D. Allowance No. 4 is for repairs to the metal railings on the front canopy roofs under the General Trades contract.
- E. Allowance No. 5 is under the HVAC contract and is intended to correct deficiencies uncovered in the air and hydronic balancing report.

**VIII. Unit Prices:**

- A. Unit Price No. 1 is for masonry repointing under the General Trades contract. The quantity is estimated at 2,500 square feet as shown on the bid form. This Work is intended to be performed only where needed but will likely include some portions of all of the exterior walls.
- B. Unit Price No. 2 is for replacing deteriorated wood decking under the General Trades contract. The estimated quantity is 300 square feet.

**IX. Alternates:**

- A. Alternate No. 1: Canopy at Intake. This is primarily under the General Trades contact but includes lighting under the Electrical contract, and storm piping under the HVAC contract.
- B. Alternate No. 2: Basement Storage. This Work is under the General Trades and Electrical contracts.
- C. Alternate No. 3: Canopy at Accessible Entrance. This is primarily under the General Trades contact but includes lighting and an ADA door operator under the Electrical contract, and storm piping under the HVAC contract.
- D. Alternate No. 4: Clean front Masonry and Paint Cornices. This is under the General Trades contract.
- E. Alternate No. 5: Demolition in Room 212. This includes Work under the General Trades Contract and Electrical Contract.
  - 1. This Alternate would extend the overall contract completion time by 60 days.
  - 2. Part of this space is currently used for art storage. After completion of rooms 002 and 002A, allow 30 days for the Owner to move the art objects to the new space. The 30 days for moving art is included in the 60 day contract extension.
- F. Alternate No. 6: Electrical Generator. The diesel generator in the Alternate would allow the museum to operate the chiller and air handlers in the event of a power outage. This is primarily under the Electrical contract but includes a pad under the General Trades contract and gas piping under the HVAC contract.

**X. Questions (Responses are in bold):**

- 1. Is the fire alarm system intended to be replaced or just add to the existing system? **The intent is to extend the existing fire alarm system into the renovated area.**
- 2. How are combined bids intended to work? **The instructions on the bid form state that a bidder should circle the bid packages included in the combined bid. If a bidder wishes to submit additional combinations of combined bids, he or she should use a separate bid form.**
- 3. What is the interior finish at the new windows shown on 2/A301? **This space is not occupied and an interior finish is not required. This will be clarified on the drawings.**
- 4. Are the steel columns on the front porch intended to remain? **Yes, they will remain.**
- 5. Are new foundations required for new the stone piers at the front stairs? **The intent is that the new stone will sit on the existing foundations.**
- 6. Are there any hazardous material reports available? **This is not yet determined. If there are not existing reports, the University may perform testing.**
- 7. Is there lead paint and how is it intended to be addressed? **The building is older than 1978 so it should be assumed that lead paint is present. Comply with the Ohio University Risk Management and Safety's lead program when disturbing painted finishes.**
- 8. How are ballasts for fluorescent lights supposed to be handled? **Comply with the Ohio University Risk Management and Safety's standards for handling ballasts and similar items.**
- 9. Are as-built drawings for the existing sprinkler system available for reference? **No. Bidders need to visit the building to become familiar with the existing system.**
- 10. Are existing electrical drawings showing circuiting available for reference? **Existing drawings are not available. Bidders need to visit the building to become familiar with the existing conditions.**

*If any of the preceding is not to your understanding, please notify glaserworks immediately.  
OU Kennedy mtg memo\_2015-11-16*

11. Is the General Trades Contractor intended to provide a trailer for meetings? **No. Room 212 can be used for project meetings. The General Trades contractor needs to provide a table and chairs. This will be clarified in Section 015000 "Temporary Facilities and Controls."**
12. Can the contractors use the existing elevator? **The freight elevator will be available for contractors' use. The passenger elevator may not be used. This will be added to Section 015000 "Temporary Facilities and Controls."**



# OHIO UNIVERSITY

## CAPITAL PROJECTS FINANCE

160 West Union Street – Suite 279

Athens, OH 45701

Phone: (740) 597-3156

Fax: (740) 593-9505

### **Pre-bid meeting: College of Fine Arts Infrastructure Upgrade**

**Project #16-015-CPF-SW**

**Pre-Bid Meeting date: Monday, November 16, 2015**

**From: Jane Palmer, Prevailing Wage Coordinator**

Capital Projects Finance Group at Ohio University, 279 WUSOC, Athens, OH 45701

Phone 740-597-1567

Fax: 740-593-9505

[palmerj@ohio.edu](mailto:palmerj@ohio.edu)

### **Contractor Checklist:**

1. Be sure your company's BWC Drugfree Safety Program (DFSP) is current. Go on-line to check using the link at the bottom of the OU Construction page (directions at the bottom of this page).
2. Be sure your company's EEO Certificate of Compliance is current or in application process. Link at the bottom of OU Construction page.
3. Be aware that there is a 5% EDGE requirement on all state construction projects. EDGE affidavits do not need to be included with bid. They will be collected after Notice of Intent to Award is sent.
4. **INCLUDE ALL PAGES OF THE BID FORM.** Follow Instructions in Bidders Section 2.6.1 and 3.1.2 for information required on the bid envelope.
5. Article 10 of the Standard Requirements outlines the insurance requirements.
6. Be aware that Athens is not a guaranteed over-night location with any of the mail providers.

### **Directions to OU Capital Projects Finance page**

Google - **Capital Projects Finance Ohio University.** First on the list should be the correct page.

Helpful links under Resources include the EDGE look-up site, BWC Drug Free Workplace status, etc.

NOTE: When printing the Pay Application, DO NOT HIT PRINT unless you choose how many pages. (Otherwise it will print about 140 pages.)

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Dianne Bouvier, PhD  
Interim Director, Office for Institutional Equity  
Office of the Executive Vice President and Provost  
Ohio University  
101 Crewson House  
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Title IX and ADA/504 Coordinator  
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