ADDENDUM TO
SPECIFICATIONS ENTITLED
“SPECIFICATIONS FOR
CAMERON
WATER INTRUSION REPAIRS
PROJECT MANUAL
THE UNIVERSITY OF NORTH CAROLINA AT CHARLOTTE
CHARLOTTE, NORTH CAROLINA
SCO PROJECT ID #: 15-12164-01
CODE: 45591; ITEM: 301
MARCH 22, 2016”

ADDENDUM NO. 1

The Specifications and Drawings contained in the project manual entitled “Specifications for Cameron, Water Intrusion Repairs, Project Manual, The University of North Carolina at Charlotte Charlotte, North Carolina, SCO Project ID #: 15-12164-01, Code: 45591; Item: 301, March 22,” are amended as follows:

GENERAL

1. Prebid meeting minutes are made a part of this addendum and are attached hereto.

SPECIFICATIONS

SECTION 01210 – ALLOWANCES

2. Add the following to paragraph 1.3 A:

   4. Allowance Number 4: Tuckpoint 100 linear feet of masonry joints.

SECTION 01270 – UNIT PRICES

3. Add the following subparagraph D to Section 3.1 – Unit Prices:

   D. Unit Price No. 4 – Tuckpoint cracked masonry joints.

      1. Description: Tuckpoint cracked masonry joints.
      2. Unit of Measurement: Per linear foot.

SECTION 04820 – BRICK MASONRY ASSEMBLIES

4. Delete Paragraph 3.6 B in its entirety and replace with the following:

   B. Pointing: During the tooling of joints, enlarge voids and holes, except weep holes, and completely fill with mortar. Point up joints, including corners, openings, and adjacent construction, to provide a neat, uniform appearance. Prepare joints for sealant application, where indicated.

      1. Remove all loose, damaged or deteriorated mortar to a minimum uniform depth of 3/4 inch or until sound mortar is reached. Use tools specially made for this purpose.

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Project No. FH156891
NOTE: CARE MUST BE TAKEN TO PREVENT DAMAGE TO MASONRY SURFACES.

2. All dust and debris shall be removed from the joint.
3. Use prehydrated Type N mortar comprised of one part Type S hydrated lime, one part Type 1 portland cement and six parts sand proportioned by volume. Add water to the dry mix as required to produce a workable consistency which retains its shape when formed into a ball.

NOTE: THE TUCK POINTING SHALL BE PREHYDRATED TO REDUCE EXCESSIVE SHRINKAGE. ALL DRY INGREDIENTS SHALL BE THOROUGHLY MIXED, ONLY ENOUGH CLEAN WATER SHALL BE ADDED TO THE DRY MIX TO PRODUCE A DAMP, WORKABLE CONSISTENCY WHICH WILL RETAIN ITS SHAPE WHEN FORMED INTO A BALL. THE MORTAR SHALL STAND IN THIS CONDITION FROM 1 TO 1-1/2 HOURS.

4. Wet joints thoroughly before applying fresh mortar. Joints must contain moisture before pointing but are not to be wet beyond saturation. Do not wet points immediately prior to pointing.
5. Pack mortar tightly in thin layers (1/4 inch maximum) until joint is full, then tool to match the original profile.
6. Brush away existing fins with a soft brush after initial set of mortar.
7. All work must be kept clean.

SECTION 07620 – SHEET METAL FLASHING AND TRIM

5. Delete paragraph 2.3 A in its entirety and replace with the following:

“Through-wall Flashing: .040 Clear Anodized Aluminum”

6. Delete paragraph 2.3 B in its entirety and replace with the following:

“Window Sill Extension: .040 clear anodized aluminum”

SECTION 07920 – JOINT SEALANTS

7. Add the following subparagraph to Paragraph 2.1:

F. Joint Seal: Secondary joint seal, pre-compressed, self-expanding, polyurethane joint seal, such as Illmod 600 as manufactured by Tremco or equal.

DRAWINGS


Nothing herein is to be interpreted or construed as changing any provisions of the specifications except as specifically stated herein.

Enclosures: Prebid Meeting Minutes
Drawings A-2.0, A-2.1 and A-3.0 (Addendum No. 1)

END OF ADDENDUM

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Project No. FH156891
April 7, 2016
Project No. FH156891

Ms. Elizabeth Frere
The University of North Carolina at Charlotte
9201 University City Boulevard
Charlotte, North Carolina 28223

Subject: Cameron
Water Intrusion Repairs
The University of North Carolina at Charlotte
Charlotte, North Carolina
SCO Project ID #: 15-12164-01
Code: 45591; Item: 301

Dear Ms. Frere:

A Mandatory Prebid Conference for the subject project was convened on Tuesday, March 29, 2016, at The University of North Carolina at Charlotte, Cone Building. The following individuals were in attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
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<tbody>
<tr>
<td>Ms. Elizabeth Frere</td>
<td>UNC - Charlotte</td>
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<tr>
<td>Mr. John Neilson</td>
<td>UNC – Charlotte</td>
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<tr>
<td>Mr. Joseph Loder</td>
<td>UNC - Charlotte</td>
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<tr>
<td>Mr. Toby Wiles</td>
<td>Stone Restoration</td>
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<tr>
<td>Mr. Brian Meachum</td>
<td>Momentum</td>
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<tr>
<td>Mr. Mike Morse</td>
<td>IQ Contracting</td>
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<tr>
<td>Mr. Jeff H. Poe Jr.</td>
<td>Terracon Consultants, Inc.</td>
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The following items were discussed:

1. The project Base Bid Scope of Work generally consists of the replacement of the through-wall flashing and sealant and the installation of miscellaneous metal flashing on the North and West Elevations.

2. The Add Alternate Scope of Work is generally the same as on the North and West Elevations and will take place on the South Elevation.

3. Terracon provided a general overview of the specifications, drawings, and bidding process requirements and asked all attendees if they had any questions.

4. Owners will accept bids only from bidders who attended the mandatory prebid conference.

5. The receipt of Bids will be on April 14, 2016 by 2:00 p.m. The time will be determined by the clock designated by the Owner. No bids will be accepted after 2:00 p.m.
6. Bidders must coordinate with Ms. Frere to perform site visits.

7. Each Contractor should thoroughly review the specification manual and drawings and firmly understand and comply with the outlined bidding requirements and procedures.

8. The Contractor will be responsible for safety on the job site, including protection of workers, faculty, students and the facility.

9. The Contractor will be responsible for maintaining a clean job site and secured staging area.

10. Contractor shall provide and maintain their own restroom facility within the staging area.

11. Contractor’s warranty for work shall be for two (2) years.

12. An Asbestos Free Warranty will be required.

13. Bids shall remain open for a period of sixty (60) calendar days from Bid Open Date.

14. The project site is drug-free and tobacco-free. Tobacco products should only be used in designated areas. Possession of firearms is also prohibited. Any member of the Contractor’s team that does not abide by these rules will be removed from the project site.

15. Bids should be sent to the attention of Ms. Elizabeth Frere. Bidders should note that the addresses for mailing in bids and for attending are provided on the advertisement. Contractor’s license number should be shown on the bid envelope and where required on the Bid Form.

16. Bidders must fill out the Bid Form complete, including acknowledgement of Addenda.

17. Contractor is to fill out all Minority Business Participation Forms and include with their Bid. UNC-Charlotte’s “Good Faith Effort” requirements are attached.

18. Coordination with the Owner and Engineer will be required of the Contractor throughout construction.

19. Contractor shall have one hundred (100) calendar days to complete the Base Bid work. Liquidated damages in the amount of $500.00 per day shall apply for unfinished work for each day beyond substantial completion date.

20. Fraternization with professors, staff and students is prohibited and is grounds for removal of the crew members. Crew members must be identified by name badges or company uniforms.

21. Payment Procedures are described in Section 01000. Retainage for each payment application will be five percent (5%). Schedule of Values shall be on AIA Document G703.

22. The existing system is described in Section 01100 as well as a description of the Base Bid and Alternate.

23. Work Restrictions are described in Section 01140.
24. Alternates are described in Section 01230.

25. Unit Prices are described in Section 01270.

26. Engineer gave an overview of Section 01400 – Quality Requirements and discussed requirements for job superintendent, inspections, and sealant testing.

27. Tree and plant protection provisions are described in Section 01530.

28. Product storage and handling requirements are outlined in Section 01600.

29. Selective Demolition is described in Section 01732.

30. Brick Masonry Assemblies are described in Section 04820.

31. Sheathing for the backup wall is found in Section 06160.

32. Preparation and materials to be discarded are found in Section 07000.

33. Engineer gave a description of Section 07620, Sheet Metal Flashing and Trim. Through-wall receiver shall be set in a liberal coat of mastic over shelf angle. Description included the following:
   a. Window Sill Flashing
   b. Through-wall Receivers

34. Engineer gave a description of Section 07920 Flexible Flashing. Flexible through-wall flashing shall be installed in a liberal coat of mastic over aluminum receiver.

35. All forms required throughout the project can be found in the Forms Section of the specification.

36. Drawings include a Floor Plan. Elevations can be found on A-2.0 and A-2.1. Details are location on Sheet A-3.0.

Should anyone know of errors or omissions within these meeting minutes, please notify the undersigned immediately.

Respectfully,

Terracon Consultants, Inc.

Jeff H. Poe Jr., EI, RRO
Project Manager

Enclosure: Good Faith Effort Requirements

c: All Attendees
UNC Charlotte
“Good Faith Effort” Requirements
Cameron Water Intrusion Repair

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 State Construction Contracts as well as the applicable bid forms;

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 should be submitted with your bid, even if left blank.

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, trade or scopes of work for which subcontracts are being solicited, contact person within the prime contractor organization.
   Be sure to maintain a telephone log to confirm that minority firms received your IFB. The log should contain the date contacted, telephone number, and name of the individual representing the minority firm who acknowledged receipt of your IFB. Also maintain a telephone log to confirm that minority firms acknowledged a “bid/no bid” to your IFB. 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.

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.
   Example: 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, trade or scopes of work for which subcontracts are being solicited, contact person within the prime contractor organization.

3. Breaking down or combining elements of work into economically feasible units to facilitate minority participation.
   Example: Document steps taken to segment elements of work into economically feasible units to meet minority business availability. Identify sub-contractors/suppliers/consultants and scope 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 recruitment of minority businesses. **Note:** Minority plan rooms are not applicable.
   **Example:** Provide a copy of meeting minutes between 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; trade or 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; notification that the meeting will be counted toward the contractor’s good faith effort.
   **Example:** 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.
   **Example:** 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.
   **Example:** 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.

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.
   **Example:** Document 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 bidders supplier.
   **Example:** 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.

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.
   **Example:** Provide a copy of joint venture or partnership arrangements between bidder and minority business.
10. Providing quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands. **Example:** 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 between bidder and minority business.

**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.

**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 [http://www.doa.nc.gov/hub/searchhub.aspx](http://www.doa.nc.gov/hub/searchhub.aspx) for access to the SWUC Vendor database.

**Assistance:**

*Email* the UNC Charlotte HUB Coordinator, Dorothy Vick (704-687-0527), **no later than 12:00 PM Friday, April 1, 2016** at dlvick@uncc.edu (**Email Subject:** Cameron Water Intrusion Repair) 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 recruitment of minority businesses.