

## ADDENDUM 2

DATE: March 8, 2016  
PROJECT: MSB 1<sup>st</sup> Floor Infill  
RFP NO: 744-R1610  
OWNER: The University of Texas Health Science Center at Houston  
TO: Prospective Proposers

This Addendum forms part of and modifies Proposal Documents dated, February 11, 2016, with amendments and additions noted below.

JCI (Johnson Controls) is used for HVAC controls.  
Simplex Grinnell is used for Card Readers and Fire Alarm.

Please note and review the revised Special Conditions document, Appendix Five, which is included at the end of this Addendum.

### **Additional Questions received prior to the question deadline:**

1. Are we supposed to recess the beam plates into the wall? The surface will be rough and un-level. Detail 8 on sheet S-200.

As noted on detail 8, the exterior face of the existing concrete wall has a 2" deep saw-tooth pattern on it, so the saw-tooth is to be removed so that a relatively smooth and flush concrete surface is provided behind the new beam to wall connection plate. An epoxy mortar patch may need to be applied to the exposed concrete surface behind the new connection plate.

2. The reinforcing steel in the walls are unknown at this time. We can locate the reinforcing steel in the walls but may have to modify our shop drawings to draw an as built condition. We need to know when we are to receive shop drawings back from WPM (specs state 15 days for review) as this may hold up our schedule?

Please refer to the note on detail 13/S200 concerning this. The Contractor is to provide the information on the location of the existing reinforcing bars in any of the existing concrete members to which new connections are to be made, if conflicts exist with the new expansion anchors, with the steel shop drawings or before, and prior to fabricating the new connection plates, so that WPM can redesign the connection plate if necessary. The field exploratory work must be done first, **including** the field verification of all existing dimensions, elevations, and conditions, prior to submitting shop drawings.

3. The R meter I assume is an x-ray device to determine the location of the existing reinforcing steel in the walls. This information should come from the Owners material testing agency not a vendor or subcontractor? If we are to locate the steel in the walls we feel much safer if we use a ferrous scan device as this is much more accurate then R meter.

The appropriate device for determining the exact location of the existing reinforcing steel to which new connections are to be made is up to the Contractor and any subcontractor performing the investigation, such as a testing laboratory. When the results of the investigation are submitted, WPM will need to know the level of accuracy of the position of the existing

reinforcing shown. The existing reinforcing steel will need to be shown relative to some defined reference point, such as the centerline (horizontal and vertical) of the new connection plate.

4. It states we are to use the Owner's testing agency. There should be only one testing laboratory paid for by the Owner.

This is not correct if you are referring to specification section 01 45 29 Structural Testing and Inspections. Under section 1.4.A (page 2) it states that "The Contractor shall not engage the same Testing Laboratory for construction services as the Owner has for Structural Testing Laboratory Services as defined herein unless agreed to by the Owner" and similar language is repeated in Section 1.8.B (page 4). Items for which the Contractor may have to hire and pay for the services of a testing laboratory are identified under section 1.3.B.4.

5. Field offices should not be used as this project is an interior project.

If a separate field office is not preferred see Specification section 015213 Field Offices and Sheds, Part 1.03 Use of Existing Facilities.

6. The air quality in the construction area should be tested by testing agency if needed. We will provide scrubbers for welding in ventilated and non-ventilated areas. We are not responsible for air testing as stated in specification section 01 6000-1.

See specification section 014000 Quality Requirements.

7. All VOC'S required by specifications will be provided but not tested as stated in specification.

If a product being submitted has no evidence of compliance, then testing is required as specified.

8. Structural steel should not be painted as the structural steel will have sprayed-on fire proofing installed on it after erection. Fireproofing is not compatible.

As indicated in the specifications section 05 12 00, any painting, if required at all, shall be compatible with any finish coating, such as fireproofing. Painting of the steel is not required if covered with sprayed-on-fireproofing.

9. Who is the voice/data subcontractor? Does he work for UTHSC or the contractor?

UT Health contracts the cabling contractor direct. Contractor installs conduit and pull strings.

10. Please send Testing Lab Information so I can contact them for pricing.

UT Health will cover this.

11. I will include letter from surety – will that be enough or do you want a bond with the bid?

A letter from a surety company is all we need for your bid. If you are awarded the bid, we would then ask that you obtain the bonds prior to the PO being dispatched to your company.

12. Since you are contracting with Johnson Controls, are going to contract directly with Simplex on card readers and fire alarm?

UT is not responsible for this. The contractor should have this in his proposal.

13. Please confirm that this project is to follow the Harris County Building Construction Prevailing Wage Rates (Quarter 1 of 2016) found at

<http://appsqa.harriscountytexas.gov/AE/hcpid/prevailingwage.aspx>

The correct wage rates are: UTSYSTEM/OFFICE PREVAILING WAGE RATES FOR THE

HOUSTON/GALVESTON AREA. Please see the Attachment A (page 5 of the Special Conditions document) attached below.

14. Please confirm that a full time superintendent is required for the duration of the project.  
Yes, full time superintendent is required.
15. Please confirm that test and balance scope of work will be by the owner.  
Test and balance is by owner.
16. Will temporary partitions be required on the ground level as well as level 1?  
Yes
17. Will the work beyond the borders of the project as shown on the drawings be required during after-hours?  
Only noisy work will be required after hours.
18. Will noisy work be required after hours?  
Yes
19. Please confirm that no bid bond is required with the submission of proposals.  
That is correct.
20. Please clarify whether the offeror's HSP is due on 3/15 with the submission of proposals or by the next day, 3/16. We ask because the Key Events Schedule on RFP p. 4 references the HSP submittal deadline as 3/16 at 2:00pm CT. However, other sections of the solicitation (e.g., Para. 2.5.4 on RFP p. 5) indicate that the HSP is due at the same time as proposals.  
The HSP will be due 24 hours after the proposals are due – the correct date is Wednesday, March 16<sup>th</sup> at 2PM.
21. May offerors use paper larger than 8.5 x 11-inch for charts and similar elements (e.g., the required CPM schedule) that are more clearly presented in a larger format for better readability / clarity of presentation?  
Yes – that will be acceptable.
22. Regarding Section 5, Specifications and Additional Questions, Para. 5.2.1: This paragraph references Appendix Nine. Please confirm that this should instead read "Appendix Six" (Uniform General Conditions) or otherwise clarify appendix numbering.  
Correct – this should say Appendix Six, not Nine.
23. Regarding Section 5, Specifications and Additional Questions, Para. 5.5.2: This paragraph references Appendix Eight. However, there is no Appendix Eight among the solicitation documents. Will UTHealth please provide Appendix Eight or otherwise clarify this reference?  
Appendix Eight is included at the end of this Addendum.
24. Regarding Section 5, Specifications and Additional Questions, Para. 5.5.3: May offerors submit more than three projects to represent their experience with relevant scope?  
Yes, you can provide more than three examples.
25. Please confirm that the offeror's narrative response to Section 5, Specifications and Additional Questions, will be considered complete if the offeror provides responses to Item

5.2 (RFP p. 12) and Item 5.5 (RFP pp. 13–14), along with the required surety letter, and that no additional information is required in response to Items 5.3 and 5.4.

**That is correct. There is a Submittal Checklist on page 10 of the RFP document. All of these items must be included.**

26. Please confirm that offerors will fulfill the requirement to describe "...the method by which the fees are calculated" (as noted in Para. 1.9.3, Appendix One, p. 3 of 10) by submitting the Schedule of Values with the Pricing and Delivery Schedule.

**That is correct.**

27. Please clarify if we as the contractor are to provide DATA/AV work in the bid.

**Data/AV work is by owner. Contractor will supply conduit and pull strings for data.**

28. Please clarify if we as the contractor are to provide security/camera work in the bid.

**Any security work will be done by the contractor. Simplex Grinnell is the security vendor.**

29. Please clarify time of day for working on ductwork modifications inside the existing offices. Will this work be performed during normal hours or after hours?

**After hours**

30. Please indicate if the modifications to the store front system at temporary 'Grab N Go' will remain in place or be modified back to its original layout.

**Modified back to original layout.**

31. Please indicate if the new sink and associated plumbing supply/drain piping for temporary 'Grab N Go' will remain in place or is to be removed.

**Sink and associated plumbing supply/drain piping will all be removed.**

See revised Special Conditions and Appendix 8 on following pages

**END OF ADDENDUM 2**

**APPENDIX EIGHT**

**DISCLOSURE OF INTERESTED PARTIES  
(Texas Ethics Commission Form 1295)**

This is a sample of the Texas Ethics Commission's FORM 1295 – DISCLOSURE OF INTERESTED PARTIES. Please use the Texas Ethics Commission electronic filing web page (at [https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)) to complete the most current Disclosure of Interested Parties form and submit the form as instructed to the Texas Ethics Commission and University.

<b>CERTIFICATE OF INTERESTED PARTIES</b>		<b>FORM 1295</b>	
Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.		<b>OFFICE USE ONLY</b>	
<b>1 Name of business entity filing form, and the city, state and country of the business entity's place of business.</b>			
<b>2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.</b>			
<b>3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the goods or services to be provided under the contract.</b>			
4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary
<b>5 Check only if there is NO Interested Party.</b> <input type="checkbox"/>			
<b>6 AFFIDAVIT</b> <span style="float: right;">I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.</span>			
_____ Signature of authorized agent of contracting business entity			
AFFIX NOTARY STAMP / SEAL ABOVE			
Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office.			
_____	_____	_____	
Signature of officer administering oath	Printed name of officer administering oath	Title of officer administering oath	
<b>ADD ADDITIONAL PAGES AS NECESSARY</b>			

## **APPENDIX C SPECIAL CONDITIONS**

### **1.1 General**

These Special Conditions are in addition to the requirements of the 2013 Uniform General and Supplementary General Conditions for University of Texas System Building Construction Contracts, and are a part of the contract documents. Special conditions are unique to UTHealth projects but shall not weaken the character or intent of the Uniform General Conditions

### **1.2 Definitions**

See 2013 Uniform General and Supplementary Conditions

### **1.3 Safety Plans /Briefings**

Contractor shall comply with OSHA requirements at all times. Contractor will submit a project specific safety (**see attachment C – sample checklist**) plan to the ODR/EHS prior to the preconstruction meeting. Contractor shall include in the safety plan any activities that present a potential risk to pedestrians, university occupants or property that includes appropriate fencing of the job site, signage and schedule of activities. If traffic or egress is altered the safety plan shall include a traffic control or egress plan. The Contractor is responsible for all associated cost to include engineering, obtaining required City and TMC permits, signage, construction tape, traffic cones, etc. If additional project specific risks are identified and/or requested from EHS, the contractor will submit additional safety plans as requested.

Prime contractors shall attend and receive a copy of the UTHealth safety orientation administered by EHS prior to mobilization. Prime contractors will review the presentation with sub-contractor superintendents, supervisors and lead men. This presentation is general requirements for UTHealth and does not serve as or substitute the contractors project specific safety plan. Safety training will be recorded in a log and will take place prior to the subcontractors performing work.

### **1.4 Safe Working Environment/Housekeeping**

Contractor is to provide a safe working environment to include storage of power tools/extension cords and disposal rubbish, excess materials and other tripping hazards. Storage of trash in mechanical chases or rooms is strictly prohibited. Lunch breaks or other authorized breaks are to be taken in designated areas. Storage of construction materials will be coordinated with the ODR/PM.

### **1.5 Hot works and Shutdowns**

Hot works, utility shutdowns, system impairments or blocking of egress will be coordinated well in advance through the ODR/PM. Any smoke or dust that may result in activation of the fire alarm system will be considered a system shutdown so preventive measures can be taken.

### **1.6 Asbestos Abatement**

In the event the contractor encounters material reasonably believed to be asbestos at the project site, the contractor shall immediately stop work in the area affected and report the condition to

the owner. If in fact the material is asbestos and has not been abated, the contractor shall not resume the asbestos-related work in the affected area until the asbestos has been abated.

### **1.7 Disruptive Activities**

Proposals shall include whatever cost necessary to prevent disruptive activities (dust, noise and odors) from 7am to 6pm without written approval from the ODR/PM. Contractors will use designated routes to and from job sites and keep noise to a minimum. The use of any portable electronic devices, MP3 players, radios, etc, is strictly forbidden. Harassment, sleeping and smoking are forbidden. Harassment includes any action such as jeering, whistling, calling-out, staring, snickering, making rude or questionable comments, or similar behavior. If after hours work is required, the UT Police and Facilities Work Control must be notified.

### **1.8 ID Badges**

Contractors must obtain and wear UTHSC-H ID badges at all times. A consolidated list of ID badges will be requested through the ODR/PM who will submit a copy of the request to the school/bldg mgmt for approval. The badge request form will be emailed directly to the Bursar's office. The contractor will be notified when their badges are ready for pick up on the 22<sup>nd</sup> floor of the University Center Towers, 7000 Fannin Street. Contractors will be charged a \$15.00 fee for each badge.

ID badge the requests will include which workers will be authorized ID badge access, the specific doors and duration. Normally only construction project managers, supervisors and design teams will be authorized ID badge access and then only to doors that are required to access the job site and only for the duration of the project. Perimeter access to the building should only be required if the work is scheduled after hours or a door that is normally locked must be used.

At completion of the project the ODR/PM will collect the ID badges and insure card reader access is de-activated. If no further work is anticipated the badges will be returned to the UTHSC-H ID badge department.

### **1.9 Keys**

If a room key is required an email with authorization from the ODR/PM, School Admin and UTPD will be required. The PM will have the contractor sign for the key and collect/return the key to its place or origin, after the project is complete. Doors will not be propped open at any time.

Building master keys will normally not be issued to contractors. If a room is to be vacated for construction the Contractor will coordinate through the ODR/PM to have a temporary core installed for security. If the room is occupied, the ODR/PM will coordinate someone to allow access to the room for short duration projects. An inventory or digital pictures shall be taken by the PM before and after construction.

### **1.10 Entry and Exit Routes**

Only doors and routes identified at the pre-construction meeting will be used. Contractor shall schedule all necessary material stocking, demolition and trash removal through school corridors

and elevators during non-peak hours, as approved by the ODR/PM. All materials will be brought into the building through the loading dock and transported using the service elevator. The loading dock is only to be used for loading and unloading. The loading dock will not be used for parking. Vehicles left unattended will be towed at the expense of the owner.

### **1.11 Project Parking**

Free parking on campus/at the project site is not available unless otherwise specified by the ODR/PM. Arrange for parking with the UTHealth Parking Office, Texas Medical Center Parking or other parking facilities.

### **1.12 Security**

The contractor is responsible for security of the project and project materials. The contractor, at its own expense, may employ unarmed security personnel for the project. Security firms and personnel must be approved by The University of Texas Police Department.

### **1.13 Protection of Work**

The contractor and every sub-contractor shall properly and effectively protect all project materials and equipment, both during and after installation. Project products and the contractor's tools and equipment may be stored on the premises if adequate space is available but the placing shall be within areas approved by the owner. When any room in the building is used as a shop, store room, etc., the contractor shall be held responsible for any repairs, patching or cleaning arising from such use. All damaged landscape will be restored to the same conditions prior to mobilization.

The contractor shall protect and be responsible for any damage to its work or material, from the date of the agreement until the final payment is made, and shall make good without cost to the owner, any damage or loss that may occur during this period. All material affected by weather shall be covered and protected to keep free from damage while they are being transported to the site and while stored on the site.

During the execution of the work, open ends of all piping and conduit, and all openings in equipment shall be capped and sealed prior to completion of final connections, so as to prevent the entrance of foreign matter. All drains shall be covered until placed in service to prevent the entrance of foreign matter.

### **1.14 MEP Work**

Close coordination with the ODR/PM and the Facilities Maintenance Department will be made prior to conducting any MEP work. The contractor shall be responsible for providing qualified personnel to operate machinery, equipment or systems (HVAC, electrical, automatic sprinkler, etc.). Each system start up and shut down must be authorized by the ODR/PM and supervised by the Facilities Maintenance Department.

Contractors performing MEP repair work or new construction on machinery or building equipment are required to lock out and tag the starting switches and all energy isolation devices, i.e., valves with "DO NOT OPERATE" tags, (Including Contractor name and date), and to inform the ODR/PM that the power has temporarily been locked out.

Each contractor shall provide sleeves for all service lines, including piping and conduit, covered in their scope of work, which may pass through walls, roof or floors and consult with the ODR/PM and A/E prior to commencement.

### **1.15 Commissioning**

The general contractor is solely responsible for coordinating and demonstrating commissioning activities and will witness all commissioning and inspection activities. This responsibility shall not be delegated to subcontractors, but by necessity will require the participation of subcontractors. At a minimum adding or modification of the following systems will require documented commissioned and/or testing: fire alarm and suppression system, building controls, plumbing, HVAC, lighting, power delivery and security systems. Contractor will give the owner's team 5 days' notice so the team can be available to witness and participate in commissioning activities.

Immediately after NTP, the contractor will work with the owner to develop the commissioning plan. The owner will furnish templates with sample test/checklists for use by the contractor in development of the commission plan/book. The commission plan/book will be kept on site. The completed copy will be given to the owner at the end of the project.

### **1.16 Changes, Schedules and Record Documentation**

Proposed Change Orders (PCOs) will be submitted using (Attachment B) the UTHealth Project Management Office – “Change in Work – Cost Analysis Form”. A sample of the form is attached.

A project schedule shall be created and maintained in accordance with the UGSGC using MS Project.

Close-out Documents shall consist of 2 hard copies and 1 electronic PDF copy of: contractor marked-up “As-Built” or “As Constructed” drawings, approved submittals, shop drawings, commissioning and inspection forms, O&M manuals, general and extended warranties, final releases of claims and liens, affidavit of payment of debt and claims and consent of surety.

Additional instructions may be given in the division 1 specification however the omission of any of these items in the specification does not relieve the contractor of their responsibility to provide all of the above mentioned documents prior to final payment.

**ATTACHMENT A  
PREVAILING WAGE DETERMINATION  
HOUSTON/GALVESTON AREA**

**The University of Texas System  
Office of Facilities Planning and Construction**

**Date: June 30, 2015**

**Construction Type: Building**

**Area: Houston-Galveston**

Building Construction Trade Classification	Prevailing Wage Rate
Carpenter	\$15.00
Concrete Finisher	\$15.75
Drywall/Ceiling Installer	\$14.50
Electrician	\$17.00
Elevator Mechanic	\$30.04
Fire Proofing Installer	\$15.00
Flooring Installer	\$20.00
Glazier	\$16.91
Heavy Equipment Operator	\$16.00
Ironworker	\$17.00
Laborer	\$10.50
Light Equip Operator/Driver	\$15.00
Mason/Bricklayer	\$18.00
Painter	\$14.25
Pipefitter	\$17.72
Piping/Ductwork Insulator	\$15.00
Plumber	\$19.99
Roofer	\$14.00
Sheetmetal Worker	\$18.00
Sprinkler Fitter	\$19.20
Tile Setter	\$15.00
Waterproofer	\$15.00

Notes:

1. Wages shown are for entry level, minimum wages for each classification and do not include fringe benefits.
2. Unlisted classifications needed for work not included within the scope of the classifications listed may not be added after award. The job classifications are not inclusive of all possible trades on the construction project.
3. It is the responsibility of the contractor to classify the worker in accordance with the published classifications and demonstrate that workers are paid commensurate with determined rates.



## **Attachment C**

### **Sample project specific safety plan/job hazard analysis checklist**

Below is a sample checklist that may be used to develop project specific safety plans. For more details, please reference OSHA 29 CFR 1926. Components should be included as applicable along with signatures confirming that contractors have been trained according to OSHA regulations for the specific topic

- Listing of Key Personnel or Project Directory
- Hazard Communication Plan
- Site Logistics Plan to include:
  - Alterations to egress
  - Temporary construction barriers
  - Signage requirements
  - Designated staging area
  - Port-o-lets/restroom access and handwashing units
  - Dumpster, delivery and other traffic control routes
  - Storage of hazardous materials
  - First aid and water stations
- Hazardous Materials Safety Data Sheets, Quantities and Description of Use
- Hazard Assessment to include, but is not limited to, the safety concern checklist on the following page
- Personal Protective Equipment
- Hot Works and Fire Impairment Plan
  - Submitting permits and notifications
  - Isolation of points
  - Fire watch
  - Proper access to fire notification and suppression equipment
- Scaffolding Plan
- Excavation & Trenching Plan
- Crane Safety & Rigging Plan
- Fall Protection Plan
- Confined Space Plan
- Injury Reporting Plan and Identified Emergency Care Facility
- Emergency and Severe Weather Plans or Emergency Action Plan
  - Securing job site (tools, equipment, hazmat)
  - Evacuation
  - Return to work

Contractor shall identify, coordinate UHealth and plan for all interim life safety measures (ISLM), utility shutdowns, hot works, and infection control measures, mitigation of noise, dust and odors.

This list may not be all inclusive. Contractors are expected to comply with OSHA regulations and UTHealth Policy.

Examples of Safety Concerns to include:

- Arc Flash
- Asbestos
- Atmospheric Conditions
- Burns
- Confined Space
- Dust
- Falls to Lower Level
- Flying Debris
- Health Hazards
- Hot Work/Fire Impairment
- Housekeeping and Storage Requirements
- LOTO
- Noise
- Poor Lighting
- Slip/Trip Hazards
- Traffic Control
- Uneven Surfaces
- Ventilation Requirements
- Wet Surface Conditions
- Working at Heights
- Working with High Voltage Equipment