



Addendum No. 3
8/13/2020

Food Science & Human Nutrition Elevator
Modernization
Washington State University
Pullman, WA

Project No.1153-2020
Washington State University
Facilities Services, Capital

**Addendum No. 3
8/13/2020**

**Food Science & Human Nutrition Elevator Modernization
Washington State University
Pullman, WA**

Bid Date: August 19, 2020

1. This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated July 3, 2020, and any prior addenda, as noted below.
2. Please acknowledge receipt of this addendum on the Form of Proposal.

This Addendum consists of six total pages including the following Attachments:

3 rd Pre-Bid Meeting 8/11/2020: Meeting Minutes
3 rd Pre-Bid Meeting 8/11/2020: List of Attendees

Changes to prior Addenda:

None

Changes to Bidding Requirements:

None

END OF ADDENDUM No. 3

ATTACHMENT 13-A

PRE-BID MEETING MINUTES

***Food Science Health Nutrition Elevator Modernization
Pullman, Washington***

PRE BID MEETING

Meeting Date: 8/11/20

ATTENDING	<u>REPRESENTING</u>	<u>PHONE #</u>	<u>FAX</u>
See attached attendance list			

Attach a copy of the completed sign-in sheet(s) to the minutes.

Note: A Pre-printed agenda in the form of Pre-Bid meeting minutes indicates routine items discussed at these meetings in standard print. The actual discussions that occurred at the meeting are printed in *italics*. The meeting notes and minutes will be routed to plan holders with the addendum that follows this meeting.

PROJECT SPECIFICS

- Introductions
 - Project Officer, **Kevin Poitra**
 - Construction Manager, Jason Harper
 - Specialty Consultant, **JSG Elevator Consulting**
- *Project Description*
 - Fully Modernize and Upgrade the FSHN Traction passenger elevator***
 - *The estimate for the project, not including taxes, is \$400,000-\$450,000*
- *Schedule for completion is 328 calendar days after the Notice to Proceed for base bid.*
- Bid Form
 - *Bid Date is due **August 19th**, 2020*
 - *Review the Form of Proposal*
 - Note that MWBE is not a bid form requirement
 - *Alternate Description: New UL label door panel-SS#4; New Entrance Frame Cladding-SS#4 allowances-NA*
 - *Discuss unit prices.-NA*
- General
 - *This is an active campus. There are students, faculty and visitors who either will not be aware of construction or will be distracted. Contractors must routinely work around the pedestrian population on campus as well as control noise and other construction related activities to minimize the affect on the campus.*
 - *WSU is committed to a completely accessible campus. This means that when construction activities interfere with accessible pathways, that the General Contractor is responsible for putting in place temporary facilities (ramps, pathways, etc.,) to assure that all accessible pathways are available.*

ATTACHMENT 13-A

PRE-BID MEETING MINUTES

- *Harassment in the workplace is not tolerated at WSU. All trades are required to conduct themselves such that harassment, real or perceived, does not occur. Offending individuals will be permanently removed from the project.*
- **Project Specific**
 - *Refer to Section 00 21 13, "Low Responsible Bidder". Contractor responsibility will be evaluated. Be prepared to submit the required information within 48 hours of receipt of request.*
 - *Liquidated Damages are **\$515.21***
 - *Discuss the building site. FSHN is occupied during the elevator modernization and materials and tool storage is limited. Coordination and location of all storage space must be approved by WSU. Barricades and protection of work areas shall be required and maintained by the Elevator Contractor. Elevator Contractor to include time each week for using elevator to deliver WSU users materials to all building floors during the course of the project on a scheduled day and 4 hour window each week. No passengers permitted*
 - *Review the requirement(s) for haul routes and deliveries.*
 - *Discuss parking. Parking permits are required at all times on Campus, see the Campus Parking rules and regulations for the.*
 - *The Good Faith Survey is provided in the specification.*
 - *Review the construction fence, its perimeter, possible location of vehicle and man gates and note that the Fire Marshal must approve the location of vehicle gates.*
 - *The General Contractor is to have a Superintendent on the project at all times that construction occurs.*
 - *Identify the day-to-day WSU on-site representative, typically a Construction Manager.*
 - *The loading docks have to stay open at all times but can be used for deliveries. Elevator Contractor shall coordinate with WSU for times of use.*

GENERAL ADMINISTRATION/MANAGEMENT

- **MWBE PARTICIPATION**

Washington State University is committed to the enhancement of opportunities for minority and women's owned and controlled firms in public contracting. While neither required nor a part of bidder responsiveness, the use of solicitation of minority and women's business enterprise firms is expressly encouraged.
- **PROJECT CLARIFICATIONS**
 - *O&M Manuals are required for "Substantial Completion".*
 - *As-Built Drawings are required for "Substantial Completion".*
- **ADDENDUM**
 - *Questions and substitution requests must be received by August 12th, 2020*
 - *Addenda expected to be issued on 8/14/20*

PROJECT SITE VISIT

The site visit toured the future construction site and the access,

CONTRACTOR QUESTIONS

1. *See attachment for Contractor questions and responses.*

ATTACHMENT 13-A

PRE-BID MEETING MINUTES

2. *The City of Pullman Building Department Official said the existing smoke curtains need to remain. We don't have to replace the existing smoke curtains with new smoke curtains.*

Date recorded: 8/11/20

Recorded by *insert name*: Kevin Poitra

These minutes represent the author's understanding of discussions held and decisions reached at the meeting. Amendments to these notes should be submitted to the author within three (3) working days after issuance or these minutes will stand as written.

ATTACHMENT 13-A

PRE-BID MEETING MINUTES

Washington State University

PRE BID MEETING

Building Name

SIGN-IN SHEET

(Please Print)

<i>Name</i>	<i>Representing</i>	<i>Phone Number</i>	<i>Fax Number</i>	<i>Email Address</i>
<i>Bruce Caro</i>	<i>Kone</i>			
<i>Jim Anneberg</i>	<i>Kone</i>			
<i>Kevin Poitra</i>	<i>Facilities Services</i>	<i>509-335-4206</i>		