Addendum No. 1
April 1, 2022

McCroskey Replace Gutter System
Washington State University
Pullman, WA

Bid Date: April 7, 2022

1. This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated March 17, 2022, 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:

<table>
<thead>
<tr>
<th>Attachment</th>
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</thead>
<tbody>
<tr>
<td>Pre-Bid Meeting 3/29/22: Meeting Minutes</td>
</tr>
<tr>
<td>Pre-Bid Meeting 3/29/22: List of Attendees</td>
</tr>
</tbody>
</table>

Changes to prior Addenda:
N/A

Changes to Bidding Requirements:
N/A

Changes to Specifications:
N/A

Changes to Drawings:
N/A

END OF ADDENDUM No. 1
ATTACHMENT 13-A

PRE-BID MEETING MINUTES

McCroskey Hall Replace Gutter System
Pullman, Washington

PRE BID MEETING
Meeting Date: 3/28/22

ATTENDING
See attached attendance list

REPRESENTING

PHONE #

FAX

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, Kevin Poitra
  - A/E, Greg Beaumont

- Project Description
  Install single ply flashings and related accessories at existing copper gutter/downspout system, approximately 500 lineal feet, on existing historic, four story building. Contractor will be responsible for all roof/gutter access for required work. Construction duration is 90 calendar days from the Notice to Proceed to Substantial Completion. Bidders cost estimates for this contract MUST BE based on this contract time. Early completion schedules and/or costs based upon less than the calendar days stipulated herein will not be recognized.

- The estimate for the project, not including taxes, is $200,000-$250,000
  - Liquidated Damages are $280.00

- Schedule for completion is 90 calendar days after the Notice to Proceed for base bid
  - Earliest Construction Start Date-5/16/22

- Bid Form
  - Bid Date and Time is April 7th at 2pm-Bids must be received by email or fax: contracts@wsu.edu; 509-335-9304
  - Bid opening is April 7th 2022, 2:30pm. Zoom Meeting. Go to facilities.wsu.edu/facilities-services-capital/contractors/
  - Note that MWBE is not a bid form requirement
  - Alternate Description-NA
  - Discuss the allowances-NA
  - Discuss unit prices-NA

Attach a copy of the completed sign-in sheet(s) to the minutes.
### ATTACHMENT 13-A

#### 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.
- 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
- Pre-Bid Meeting is mandatory. Be sure to sign in as a General Contractor / Prime Bidder.
- 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.
- Refer to Division 0 and 1.
- Work Hours- 7am-10pm are the City of Pullman standard work hours. You can request earlier start times and I will send your request to Housing for approval.
- Building Occupancy-McCroskey will be unoccupied during the gutter replacement.
- Discuss the building site. Contractor must access the site from Campus Avenue, reference sheet A100. The staging area is shown on sheet A100. Keep the alley clear enough so that vehicles can get through.
- 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. Assuming you will need scaffolding make sure to try and protect the landscape as much as possible.
- 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-NA

### 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 March 31st, 2022
Addenda expected to be issued on March 31st, 2022

PROJECT SITE VISIT

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

CONTRACTOR QUESTIONS

1. We may be able to use a lift to reach the gutters. WSU Response- Be careful not to set the outriggers or park on the sidewalks. There is a tunnel under the sidewalks and we do not know the rating of the tunnel lids. Protect the grass/landscape as much as possible before you set the outriggers or park the lift on the grass.
2. Can WSU trim the trees around the building so that we can get the man basket closer to the building? WSU Response- Yes- We will ask Grounds to trim the trees to accommodate a lift basket.

Date recorded: March 28th 2022

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.
**Washington State University**

**PRE BID MEETING**
McCroskey Hall Replace Gutter System
**SIGN-IN SHEET**
(Please Print)

<table>
<thead>
<tr>
<th>Name</th>
<th>Representing</th>
<th>Phone Number</th>
<th>Fax Number</th>
<th>Email Address</th>
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<tbody>
<tr>
<td>John French</td>
<td>Quality</td>
<td>208-596-1914</td>
<td></td>
<td>John@quality-</td>
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<td></td>
<td>Contractor</td>
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<td>contractor.com</td>
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<tr>
<td>Andrew Miller</td>
<td></td>
<td>208-553-1848</td>
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<tr>
<td>Herman Lehl</td>
<td>MSM</td>
<td>406-239-7406</td>
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<tr>
<td>Craig Beamont</td>
<td>PGD</td>
<td>509-332-0652</td>
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<tr>
<td>Roxy Holden</td>
<td>WSU</td>
<td>509-335-1170</td>
<td></td>
<td><a href="mailto:rhoden@wsu.edu">rhoden@wsu.edu</a></td>
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