

QUESTIONS AND ANSWERS

Alief Hayes – UT Tyler Build-Out

Project No. 13-05

November 02, 2012

To: All Prospective Respondents

From: Houston Community College, Procurement Operations

Subject: Informational Letter #1 – The following questions were received in Procurement Operations within the time period specified in the solicitation document Request for Competitive Sealed Proposals / Alief Hayes – UT Tyler Build-Out, Project No. 13-05.

Question #1:

Attachment #13-Uniform and Supplementary General Conditions, 5.2.2.1.6 Umbrella Liability Insurance-What is the required limit for the Umbrella Liability Insurance?

HCC Answer:

At least Five (5) Million Dollar Umbrella Liability Insurance.

Question #2:

Attachment #2-Schedule of Items and Prices, item 003-what is the signage allowance value?

HCC Answer:

Contractors are to price the signage according to the construction plans.

Question #3:

Attachment #2-Schedule of Items and Prices, items 004, 004 and 006 - -what are these allowance values? Is the contractor going to have these assigned to their contractor and therefore before responsible for oversight and coordinate these?

HCC Answer:

Yes.

Question #4:

Phased construction – will the project be phased? If so, what is the phasing plan and durations?

HCC Answer:

There is no phased construction for this project.

Question #5:

Section 01 3200 – Execution on page 8, calls for a scheduling consultant. Is this individual required, or may the general contractor perform the scheduling in-house?

HCC Answer:

Contractor can perform this in house.

Question #6:

If night work is required, will the general contractor be required to pay HCC personnel for being onsite? If so, what is their hourly rate?

HCC Answer:

No.

Question #7:

Please provide a soils report for this project.

HCC Answer:

There is no soils report for this project.

Question #8:

Small Business participation – Please clarify the certification required of the Small Business. i.e. Are Minority Business (MBE), Woman-owned Business (WBE), Disadvantaged Business (DBE) or Historically Underutilized Business (HUB) designations accepted, or just the Small Business (SBE)certification?

HCC Answer:

Valid and current certification as a Small Business Administration (8a) Firm, Historically Underutilized Businesses, or Minority and Disadvantaged Business Enterprises are acceptable if issued by:

- U.S. Small Business Administration;
- The State of Texas;
- City Of Houston;
- Metropolitan Transit Authority of Harris County;
- Texas Department of Transportation; or
- Any other entity authorized to issue such certifications, such as North Central Texas Regional Certification Agency and state agencies.

Question #9:

Proposal Submittal – May the electronic copy (CD) be turned in 24 hours after the bid date/time? (It will be nearly impossible to have this at bid time.)

HCC Answer:

The electronic copy of proposals may be submitted to HCC on November 09, 2012 at or before 2:00 PM.

Question # 10:

Epoxy tops – several laboratories show epoxy tops on the countertops. Please provide specifications for same.

HCC Answer:

Refer to specification section 12 36 20 Laboratory Casework for epoxy countertops

Question #11:

Is it your intent to use millwork type construction for these cabinets or science casework type product? If science casework is required, please provide specifications for same.

HCC Answer:

Refer to specification section 12 36 20 Laboratory Casework for epoxy countertops.

Question #12:

G.000, Note 18 – Does HCC have a Fire Protection Company under contract that the general contractor must use for the fire alarm work? If so, please provide contact information.

HCC Answer:

Contractor to provide a fire protection company as part of their work.

Question #13:

Section 142100 – references division 28 under “related requirements.” Please provide specifications as applicable for this work, as none have been included in the bid documents.

HCC Answer:

GC to coordinate with the HCC subcontractor for safety and security.

Question #14:

AS.102 Note 10 Aggregate bins – please provide a detail as to the construction of these bins. What is their height?

HCC Answer:

Refer to revised sheet AS.102 for revised details.

Question #15:

Mechanical Drawings (M) – are marked “Mechanical Drawings for Information Purposes Only. Not for Bid.” Are mechanical contractors to bid from these documents?

HCC Answer:

Mechanical (M) work is not part of the CSP contractor’s work. They are coordinate this work with Chevron Energy Consultants, the mechanical general contractor.

Question #16:

Drawing A.202 – several section cuts have not been identified on this page. For example re: elevation 2, 3, 7, 16...

HCC Answer:

Refer to revised sheets A.604 for detail tags.

Question #17:

Drawing A.202 – detail 4/A505 does not apply to tall cabinets. Please clarify.

HCC Answer:

Detail should read 4/A.506.

Question #18

Are there specifications for the dry erase boards?

HCC Answer:

Refer to new specification 10 11 00 Visual Display Surfaces

Question #19:

Drawing 507 – Note 51 please provide requirements for the fabric cushions.

HCC Answer:

Refer to Revised millwork specification 06 22 00 for requirements. Contractor to use an allowance of \$100/yd. at wholesale price.

Question # 20:

Drawing 507 – Notes 56 and 57 – please provide requirements for the metal panels and metal seating unit.

HCC Answer:

The panels are acrylic. The frame is aluminum. Refer to revised sheets A.401 and A.501 for additional information.

Question #21:

RFCSP, Attachment 11, 11.2.1 requests "annual sales volume" for companies we are submitting for reference. We do not have access to this information of our clients. Is this information necessary, or was it the intent to request for the value of the project we performed for the reference?

HCC Answer:

Note total value of the project(s) performed for each reference.

Question #22:

RFCSP, Attachment 11, 11.3 E – Are you wanting our Safety Manual? (This document is quite extensive to submit.)

HCC Answer:

Provide the most important aspects of your manual as they pertain to the safety requirements for this project.

Question #23:

Reference Attachment No. 3, says "This estimated project cost is 7.5 million to 8 Million." does this include the cost of all of the HCC allowances? Reference Attachment No. 2, Item 001 - Can you provide a budget cost of the work without the allowances?

HCC Answer:

Yes.

Question #24:

Reference Attachment No. 2, Item 003, 004, 005, 006 - Can you provide a relative budget cost for each of these allowances?

HCC Answer:

See answer to question #2 for Item 003. Items 004-006 allowances will be provided to awardee only.

Question #25:

Request for Competitive Sealed Proposals (RFCSP), Page 7, Item 11, Please elaborate and clarify "The prime contractor must perform a minimum of 30% of any contract for services with its labor force and or demonstrate management of the contract for services to the satisfaction of HCC."

HCC Answer:

The prime contractor must perform at least 30% of the total job with its own labor force, it cannot be brokered out past 70% of the entire project.

Question #26:

Request for Competitive Sealed Proposals (RFCSP), Page 6, Item 5, Factor, Project Understanding & Methodology:, Please elaborate and clarify on what constitutes the basis of this part of the evaluation. Is this part of the "Oral Presentation" or should we provide a synopsis of our understanding of the project and our approach toward building the project?

HCC Answer:

This is not part of the "oral presentation". Explain/relay your understanding of this project as well as your methodology as to how your firm would go about performing the job to the satisfaction of HCC in accordance with the requirements as set forth in the solicitation.

Question #27:

Is a bid bond required? If so what is the required percentage of the amount bid? (Usually this is around 5%, please clarify what percentage the bid bond represents.)

HCC Answer:

No bid bond is required, Performance and Payment Bonds are required.

- Payment Bond:

The Contractor shall furnish a Payment Bond in the amount equal to one hundred percent (100%) of the contract amount if the contract or purchase order is in excess of \$25,000.

- Performance Bond:

The Contractor shall furnish a Performance Bond in the amount equal to one hundred percent (100%) of the contract or purchase order amount if the contract is in excess of \$100,000.00. The bonds must be executed by a corporate surety authorized to do business in Texas and licensed in Texas to issue surety bonds, and must be executed by a surety company that is authorized and admitted to write surety bonds in Texas. If the amount of the bond exceeds \$100,000.00, the surety must:

- Hold a certificate of authority from the U.S. Secretary of the Treasury to qualify as a surety on obligations permitted or required under federal law; or
- Have obtained reinsurance for any liability in excess of \$100,000.00 from a reinsurer that is authorized and admitted as a reinsurer in Texas and is the holder of a certificate of authority from the U.S. Secretary of the Treasury to qualify as a surety or reinsurer on obligations permitted or required under federal law.

The Performance and Payment Bonds must be submitted to the Purchasing Department within fourteen (14) calendar days after receipt of a copy of the executed contract or a written notice of contract award. The bonds must be made payable to Houston Community College System.

The Contractor will be required to supply the applicable bonds prior to the issuance of a purchase order by HCC and prior to any work being performed. All costs to obtain the applicable bonds are the responsibility of the Contractor. Once a Contractor is selected and a contract is negotiated, in accordance with requirements in the contract, the Contractor will:

- a) Submit a copy of the bonds to their surety company;
- b) The surety company will complete the forms and submit the completed forms DIRECTLY to the HCC Project Manager;
- c) The Project Manager may contact the Surety Company to verify the validity of the submitted documents;
- d) The submitted documents will be submitted to HCC for review and signature;
- e) Upon receipt of the District signature, the Project Manager will begin either the contractual process, or, issue a purchase order for the project.

Question #28:

What is Houston Community College's payment terms?

HCC Answer:

Net 30

Question #29:

What is the percent of retainage?

HCC Answer:

The Owner will withhold from each progress payment, as retainage, 5 percent of the total earned amount, the amount authorized by law, or as otherwise set forth in the Supplementary General Conditions. Retainage is managed in conformance with Tex. Gov't Code, Chapter 2252, Government Code, subchapter B.

Question # 30:

What are the bonding requirements for bidding this project?

HCC Answer:

See answer to Question #27.

Question #31:

Spec section 095133-Acoustical Metal Pan Ceilings and Finish Schedule Drawing AF.105 (Acoustical Ceiling Tiles ACT-3) – There appears to be a conflict between the specifications and the Finish Schedule with regards to product for the Acoustical ceilings referenced. Please clarify what is required.

HCC Answer:

Disregard section 09 51 33. There is no metal pan ceiling. The ceilings are a compilation of Translucent tiles (09 51 17), 2'x2' lay in (09 51 00) and Composite Core "Techstyle" (09 51 10) ceiling systems.

Question #32:

Spec section 09 6900-Access Flooring – Is this part of the scope of work? It is not evident from the plans.

HCC Answer:

The access flooring spec is for replacing and filling any holes in the current access floor that may happen during the demolition phase. Refer to General Note #4 on the revised A.104 sheet.

Question #33:

Spec section 097200-Wall Coverings – Is this finish required in this project? None is scheduled. Please verify.

HCC Answer:

No.

Question #34:

Spec section 084229-Automatic Entrance Doors - Where are these entrance doors located? There are none shown in the plans, and none scheduled.

HCC Answer:

Disregard specifications.

Question #35:

Spec section 083326-Overhead Coiling Grilles – Where are these grilles located? There are none shown in the plans, and none scheduled.

HCC Answer:

There aren't any.

Question #36:

Is there an opportunity for an additional walk thru of the project either later this week or at least the early part of the week of Nov. 5th? MEP work is critical to this project, and we have received several calls expressing an additional walk-thru. Please consider same.

HCC Answer:

No.

Question #37:

Fritted glass – There is concern regarding the fritted glass pattern, particularly if there is a repetitious pattern, or one with a horizontal line that must line up from panel to panel. Due to shimming of the panels during installation, the pattern may not line up properly over the length of the panes. It would be advantageous for the glazing contractors to receive the pattern being proposed for the fritted glass in order to provide competitive pricing at this time. Please provide this information.

HCC Answer:

1/16" dot pattern with 1/8" center to center spacing.

Question #38:

AD.101 note 8 at steel column makes no sense. Is there a trench not shown?

HCC Answer:

Disregard note #8 at the steel column. Note #8 still applies at the other location.

Question #39:

AD.101 Note 3 this is prep for the painter not demolition. Is this correct?

Finish Schedule and elevations at Restrooms shows wall tile, new partitions, toilet accessories and floor tile but demolition plans show

AF.105 no work in this area. Is this area demoed by someone else?

HCC Answer:

GC is responsible for all the demolition in this area as well.

Question #40:

No spec on Dry erase boards. Are they 4' High?

HCC Answer:

Refer to new specification 10 11 00 Visual Display Surfaces

Question #41:

A.604 Glass at type 7 & 8 not shown on plans. I cannot find. Very expensive glass.

HCC Answer:

Glass types 7 and 8 are located in the Library study rooms 2030 I-L

Question #42:

A604 What type of frit is required or how much allowance should we carry for it?

HCC Answer:

Frit pattern is intended to achieve a frosted look to let light through. Architect will chose from winning subcontractors standard patterns.

Question #43:

Do we use Structural or Architectural for walls at Stair towers and elevators. They aren't even close.

HCC Answer:

The structural governs. Refer to revised A.403, A.404, A.503 for revised details to match structural.
Ref Addendum #1

Question #44:

Is there any structural work above the stair we remove on the 2nd floor? None is shown

HCC Answer:

Provide an allowance of \$20,000 for the infill of the 3rd floor. The demo of the stair should be covered in your demo cost.

Question #45:

Can Temporary offices be set up on the second floor instead of using a trailer off site?

HCC Answer:

No temporary office is allowed within the building.

Question #46:

How high at 8 X8 walls civil bins and do these have gates.

HCC Answer:

They are 6 feet high and no gates.

Question #47:

- a) Is all Mechanical duct and misc demo items removed by the Mechanical?
- b) Are all repairs of ceilings floors and other items required on floors other than 2 are part of mechanical pricing. If not we need a detailed list of work required to be done for the mechanical changes on the other floors. (Ceilings, floors, protection, Etc.)

HCC Answer:

- a) Correct. Not part of this bid package.
- b) Chevron is responsible for returning the space to the original condition on all floors except the 2nd for their portion of the work.

Question #48:

All motor starters are included with the mechanical pricing, Correct?

HCC Answer:

All VFD's will be provided by the Mechanical Contractor and installed by the GC as part of this package. Anything else is to be provided and installed by electrical contractor.

Question #49:

All required pads and modifications to concrete pads for mechanical are included in the mechanical price.

HCC Answer:

Correct. Not part of this bid package.

Question #50:

Is all mechanical painting by mechanical contractor? If not we need quantities to send for pricing.

HCC Answer:

Correct. Not part of this bid package.

Question #51:

Are metal lockers part of the bid? If so where are they shown?

HCC Answer:

Metal lockers are shown on 01/A.402 as Owner Furnished Owner Installed (OFOI)

Question #52:

Are Residential appliances part of the bid? If so where are they shown?

HCC Answer:

Appliances are shown on the enlarged plans as Owner Furnished Owner Installed (OFOI)

Question #53:

Section 2 on A400 is shown. No sheet A400 is included.

HCC Answer:

Section should read: A2/A.301

Question #54:

Where are the overhead coiling grills?

HCC Answer:

There are no overhead coiling doors on the project.

Question #55:

Is all Steel Fire proofed?

HCC Answer:

Yes.

Question #56:

Where is the new Access flooring ?

HCC Answer:

The access flooring spec is for replacing and filling any holes in the current access floor that may happen during the demolition phase. Refer to General Note #4 on the revised A.104 sheet.

Question #57:

Do we need shades at the new towers for stairs and elevators.

HCC Answer:

No.

Question #58:

Wall coverings are not shown. Do we have any?

HCC Answer:

No.

Question #59:

Does HCC have a Small Business Liaison? If so, will you please provide their contact information.

HCC Answer:

No.

Question #60:

Will you please provide a structural detail for the area of slab on sheet A1.04 that we are infilling? There doesn't appear to be a structural detail for this infill.

HCC Answer:

Provide an allowance of \$20,000 for the infill of the 3rd floor. The demo of the stair should be covered in your demo cost. Ref Addendum 1

Question #61:

Is the MEP demolition part of this bid package or is it on the Mechanical bid package?

HCC Answer:

Mechanical demolition as shown on the mechanical drawings will be performed by Chevron as part of the Mechanical bid package. The electrical and plumbing demo will be part of the general contractors bid.

Question #62:

Who is responsible for the MEP disconnects/capping and make safe prior to demo, the selected contractor for this bid package or the selected contractor for the Mechanical bid package?

HCC Answer:

Mechanical disconnect /capping as shown on the mechanical drawings will be performed by Chevron as part of the Mechanical bid package. The electrical and plumbing disconnect/capping will be part of the general contractors bid.

Question #63:

Who is responsible for the fire alarm and fire sprinklers disconnects/ capping and make safe prior to demo, the selected contractor for this bid package or the selected contractor for the Mechanical bid package?

HCC Answer:

General Contractor of this package.

Question #64:

Is there an asbestos survey report for this project?

HCC Answer:

Yes. It is part of this Addendum.

Question #65:

What would be the closest area(s) to the building to set our trash dumpsters?

HCC Answer:

Yes. It is part of this Addendum.

Question #66:

Can we use trash chutes? If yes, please provide locations that you will allow for installation

HCC Answer:

There will be 3 locations open to for the new stairs and elevators. These areas can be used as trash chutes.

Question #67:

As discussed in the pre-bid, can we receive Chevron Energy's project schedule

HCC Answer:

Chevron Energy Solutions will provide a schedule by end of business Friday, 11/2.

Question #68:

Can we receive Chevron Energy's "exclusion list"?

- a. Is Chevron Energy performing Fume Hood certification?
- b. Is Chevron Energy performing Test and Balance?
- c. What demo scope is provided by Chevron Energy?

HCC Answer:

This should include items identified for General Contractor to perform in Addendum Chevron-1 and Addendum Chevron-2.

- a. Yes
- b. Yes
- c. Chevron Energy Solutions shall provide demo identified on the mechanical sheets, electrical by General Contractor.

Question #69:

What schedule is Chevron Energy operating on, on a day to day basis. Will HCC require GC to provide coordination supervision for Chevron Energy's scope?

HCC Answer:

Chevron Energy Solutions will have a full-time Construction Manager responsible for supervision of Chevron's scope of work. Chevron's Construction Manager will be responsible for coordinating with General Contractor.

Question #70:

What, if/any, electrical support does Chevron Energy need for temporary setups?

HCC Answer:

Chevron Energy Solutions will require electrical support for temporary setups from the General Contractor to provide temporary power to two (2) 15 HP primary chilled water pumps in the main mechanical room to allow removal of existing chillers and installation of new chillers. Electrical support for temporary setups will also be necessary for temporary power to welding machines.

Question #71:

Does HCC have a desired phasing? Is there an area(s) that HCC would like/need to occupy earlier than 8/1?

HCC Answer:

Chevron Energy Solutions will identify any electrical support required for temporary setups by end of business Friday, 11/2.

Question #72:

Where is the designated parking for the project employees throughout the duration of the project?

HCC Answer:

Parking Garage roof floor.

Question #73:

Will HCC require badging for project workers that step on-site? Is there cost associated with the badging process?

HCC Answer:

YES, there is no cost for the first set of badges.

Question #74:

Is a bid bond required? If so, what percent?

HCC Answer:

Please see Question #27.

Question #75:

In reviewing the RFCSP, I have found no mention of a Bid Bond. Will a Bid Bond be required and if so at what percentage?

HCC Answer:

Please see Question #27.