

## **Addendum No. 2**

### **Dosker B Building Electrical Upgrades**

TO: All Plan Holders

FROM: Sherman Carter Barnhart Architects  
2405 Harrodsburg Road  
Lexington, Kentucky 40504

DATE: February 17, 2021

The purpose of this Addendum is to clarify further the requirements of the plans and specifications.

The bidders are governed by the information in this Addendum as if included in the plans and specifications.

This Addendum does hereby become a part of the Contract Documents.

Each bidder shall acknowledge receipt of this Addendum in the space provided in the Bid Form.

This Addendum consists of (7) seven, 8-1/2"x11" pages.

**This Addendum is being made available to all plan holders through online Housing Agency Market Place.**

#### **A. Attachments**

1. On February 9, 2021 at 10:00 a.m. a virtual Pre-Bid Meeting was held at the LMHA Purchasing Department. The minutes of that meeting are attached and shall become part of the Contract Documents.
2. Dates discussed in the Pre-Bid Meeting have been modified by this Addendum.

#### **B. General (All Bidders are advised of the following)**

1. The Bid Opening Date and relative important project dates shall be changed as follows.
  - Deadline for submitting MBE, FBE, and DBE questions is **March 2, 2021 by 2:00 pm.**
  - Deadline for submitting questions regarding the solicitation procedures is **March 2, 2021 by 2:00 pm.** (E-mail or fax).
  - Deadline for submitting questions regarding the technical specs is **March 2, 2021, by 2:00 pm.** (E-mail or fax).
  - Bid opening date and time is **March 9, 2021, at 10:00 a.m.**
2. ZOOM Meeting information shall be as follows. BID OPENING Proposal #1538  
Dosker "B" Building Electrical Upgrades  
Time: Mar 9, 2021 10:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/93314405719?pwd=RTBhVmJSSDcxbUNHMEZJcWhRK2diUT09>

Meeting ID: 933 1440 5719

Passcode: 405296

One tap mobile

+19294362866,,93314405719# US (New York)

+13017158592,,93314405719# US (Washington DC)

Dial by your location

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 933 1440 5719

Passcode: 405296

Find your local number: <https://zoom.us/u/aecPZsJ6aV>

3. A Pre-Bid Site Visit Meeting was held on February 10<sup>th</sup> from 10:00 am to 12:00 am. The attendees are as follows.

John Jacobs, Howell & Howell

Larry Mullin, Armour

Jason King, K&B Electrical Service

Bob Winston, K&B Electrical Service

Walter Simpson, Richards Electric

End of Addendum



## **PRE-BID MEETING MINUTES**

RE: Dosker B Building Electrical Upgrades  
Proposal No. 1538  
Louisville Metro Housing Authority  
SCB project number 2048

DATE: February 9, 2021  
10:00 am local time

PRESENT: Virtual Meeting

On this date, a virtual pre-bid meeting was held for the referenced project. Below is a summarization of items discussed.

### **1. Introduction**

- a. The bid opening date is **February 23, 2021 at 10:00 a.m.** by the clock in the "Purchasing Department Conference Room" and are due at LMHA Purchasing Department, 3223 South Seventh Street Road (date modified by Addendum).

Bids are NOT to be delivered to the project site.

Bids are to be received in triplicate; one original and two copies.

- b. The project team is as follows:

- Mrs. Norma Ward, LMHA
- Mr. Mike Lyall, LMHA
- Mrs. Jill Schloemer, LMHA
- Mr. Phil Reidinger, LMHA
- Mrs. Suzanne Arnzen, TriEco, LLC
- Corey Carrico CMTA
- Mr. Kevin Matthews, Sherman Carter Barnhart Architects

- c. Attendees by virtual meeting.

- Mr. Steve Webb, LMHA
- Mrs. Norma Ward, LMHA
- Mr. Mike Lyall, LMHA
- Mrs. Jill Schloemer, LMHA
- Mr. Phil Reidinger, LMHA

- Mrs. Suzanne Arnzen, TriEco, LLC
- Corey Carrico CMTA
- Mr. Kevin Matthews, Sherman Carter Barnhart Architects
- Ron Craycraft, Martin Construction Company
- Mark McQuillen, Howell & Howell
- Terry Hansen, Payne Electric

## **2. Clarifications and Addendum**

- a. The Pre-Bid Meeting Minutes will be incorporated into subsequent Addenda.
- b. Last Addendum will be issued on **February 16, 2021** (date modified by Addendum).
- c. Any questions regarding the solicitation procedures are to be directed to Mr. Mike Lyall and any questions regarding the technical documents are to be directed to Kevin Matthews, in writing, by **February 16, 2021 by 10:00 am**, (E-mail or fax), for the Addendum (date modified by Addendum).  
After this date and time, through the bid opening and bid award process, all communication must be directed to Mr. Webb at 569-6693, or email [webb@lmha1.org](mailto:webb@lmha1.org).
- d. Contractors may review Dosker B Building on Wednesday, February 10, 2021 between hours 10:00 – noon and Thursday, February 11, 2021 10:00 am – noon. Please sign-in with Mike Lyall in B Building Lobby. All bidders are expected to follow the guidelines from CDC, State and local authorities regarding the ongoing Coronavirus (COVID -19) outbreak. (date was modified by Addendum)

## **3. Contract Documents – Scope of Work**

- a. The project is renovation and repair due to fire damage as shown in the contract documents. A brief overview of the project includes but is not limited to the following.
  - 1. There are several specific phases
  - 2. Installation of a new bus duct
  - 3. Removal of existing bus duct
  - 4. Work related to modifying apartments into new equipment rooms
  - 5. New transformers
  - 6. Limited use of elevators
  - 7. Overnight power outages.
  - 8. Building is occupied
- b. Project time: (300) Calendar Days.
- c. A job site office trailer is optional.
- d. Work hours are 7:30 am – 4:30 pm. Monday through Friday. No overtime work will be allowed.
- e. General Contractor is responsible for weekly payroll reports, including their subcontractors. Payroll reports are to be submitted every two (2) weeks to LMHA. Do not submit payroll reports to architect.
- f. Contractor is responsible for State and local permitting, coordinating with Utility Companies, etc.

- g. LMHA will not accept 1099, for General Contractor or Subcontractor. There will be no contract labor.
- h. Official Bidding Documents are available from the Louisville Metro Housing Authority's e-procurement Marketplace, free of charge. Their website is as listed in the Advertisement for Bid, or visit our web site at [www.lmha1.org](http://www.lmha1.org) and follow the link under bid opportunities. There is no cost to receive plans/specifications from this agency.

**4. Contract Documents – Bid Documents**

- a. Both the "numerical" and "written" descriptions of the bid total must match. The Housing Authority will have to make a ruling on such a situation if it develops.
- b. The contractor is responsible to read, examine and understand all sections of the Project Manual.
- c. All bid proposals should be submitted in triplicate, using the "Official Bidding Documents", which contain the following components:
  - Section B "Form of HUD 5369-A"
  - Section D "Form of Bid".
  - Section E "Supplemental Bid Information".
  - Section M (pages 15-24).
  - 5% Bid Bond must be submitted with the Bid, and the Bonding Company must be an approved Bonding Company
- d. Prior to submitting the "Official Bidding Documents" bidders are to verify that the inserted forms are for this project. Bidders are to confirm that all pages for all sections are included; if there is a missing page, immediately contact Mike Lyall.
- e. Instructions for submitting the bid proposal are included in Sections B, C, D, and E of the Project Manual ("Front End").
- f. SECTION C (Supplemental Instructions to Bidders):
  - Refer to Items IV and XII to determine being a responsive and responsible bidder.
  - Contractors are directed to Section "C", especially page 7 of 7. The apparent low bidder will be required to submit the "second day bid documents" by 2:00 pm the day after the bid opening date.
- g. SECTION F (Form of Contract)
  - Will Only be submitted by the successful low bidder; however, it is highly recommended all prospective bidders read these sections.
- h. SECTION G (Form of Material/ Labor Payment Bond)
  - Will Only be submitted by the successful low bidder; however, it is highly recommended all prospective bidders read these sections.
- i. SECTION H (Form of Performance Bond):
  - Will only be submitted by the successful bidder; however, it is highly recommended all prospective bidders read these sections.
  - Liquidated Damages will be **\$1,000.00** per calendar day.

- j. SECTION I (General Conditions) Suggest all Contractors read the General Conditions.
    - Suggest all Contractors read the General Conditions.
    - The definition of “sub-contractors” may be obtained in SECTION I, page 13, #37.
    - Contractors are encouraged to read numeral #39 regarding EEO and numeral #40 regarding Section 3 Programs.
  - k. SECTION J (Supplemental General Conditions):
    - Carefully read all instructions.
    - All conditions of the project manual apply to the contractor and all sub-contractors.
    - Contractor and Subcontractor must have an Insurance Certificate and must be kept in force for the duration of contract.
  - l. SECTION K (Federal Davis-Bacon General Wage Decision) is Building.
    - The wage decision determination for the project is, as described on SECTION K
  - m. SECTION L (Special Conditions):
    - Carefully examine all “Special Conditions”.
    - Project completion time is listed in this section.
5. **Contract Documents – SECTION M**
- a. It is important to comply with all the requirements in SECTION M, stating compliance with SECTION M is mandatory for consideration of the contractors bid.
  - b. SECTION M and SECTION 3; recommend all prospective bidders thoroughly read SECTION M complete and encouraged all potential bidders to call him with any questions regarding the intent of SECTION M, if not fully understood.
  - c. Contact information for Phil Reidinger is:
    - Office phone number: (502) 569-4922
    - Office fax number: (502) 569-1348
    - Mailing address: 420 S. 8<sup>th</sup> St., Louisville, KY 40203.
    - Email Address: reidinger@LMHA1.org
  - d. MBE, FBE & DBE participation goals for this project. The Minority Business Enterprise (MBE) goals are 25%, The Female Business Enterprise (FBE) goals are 10% and the Disability Business Enterprise (DBE) goals are 0.5%. Any partial or full “Waiver Request” must be sent to Phil Reidinger prior to bid opening date, and shall be made in compliance with SECTION M, Part I. H.
  - e. If a bidder does not intend to use sub-contractors on the project, the MBE, FBE and DBE Participation Goals do not apply.
  - f. If a bidder intends to use sub-contractors on the project, MBE, FBE and DBE Participation Goals apply; and the bidder must list all proposed subcontractors in the space provided in the “Official Bid Documents” forms.
  - g. **IN ORDER TO BE CONSIDERED RESPONSIVE**, a bidder must either meet the goals (if applicable) or provide evidence conclusively demonstrating that it made a strenuous, albeit unsuccessful, good faith effort to meet the goals. Failure to aggressively respond to these requirements is grounds for rejection of bid as non-responsive. Waivers must be included with the Bid.
  - h. If a bidder does not intend to use sub-contractors, state as such.

- i. Bidders are responsible for making sure the Demographics are correct for the employees listed, and completely filled out. If you are unsure, list all employees.
  - j. Minorities must be certified and must provide a certificate that is in force and must be in force for the duration of the project.
  - k. Waiver requests for the MBE, FBE, DBE goals shall be submitted with the 2<sup>nd</sup> Day Submission documents, after the bid opening. Example of a waiver is included in Section M. Separate waivers are required for each MBE, FBE or DBE goal.
  - l. If a bidder requests a partial waiver, the (%) of the waiver must be stated.
  - m. Make sure all forms are legible and that forms do not contradict each other. Do not leave any blanks.
  - n. The contractor is encouraged to read Section 3.
    - 1. The SECTION 3 clause outlined on page 29 must be included in the contract, likewise the Section 3 clause must be included with any contract with subs.
    - 2. The SECTION 3 plan format on pages 31 thru 40 must be filled out legibly and completed by the general contractor and each sub if they are the successful bidders.
    - 3. Bidders can visit the HUD website, to see if they qualify as a Section 3 Business Concern.
    - 4. Request for new hires must be approved by LMHA
6. **Bidders are reminded of important dates for the project: (dates have been modified by Addendum)**
- Deadline for submitting MBE, FBE, and DBE questions is **February 16, 2021 by 2:00 pm.**
  - Deadline for submitting questions regarding the solicitation procedures is **February 16, 2021 by 2:00 pm.** (E-mail or fax).
  - Deadline for submitting questions regarding the technical specs is **February 16, 2021, by 2:00 pm.** (E-mail or fax).
  - Bid opening date and time is **February 23, 2021, at 10:00 a.m.**

## **END OF PRE-BID MEETING MINUTES**

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