

## **Addendum No. 2**

### **Scattered Sites Siding Replacement**

TO: All Plan Holders

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

DATE: February 23, 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 (8) two, 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 16, 2021 at 10:00 a.m. a virtual Pre-Bid Meeting was held at the LMHA Purchasing Department. The minutes and sign-in sheet of that meeting are attached and shall become part of the Contract Documents.

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

1. Clarification – Proposal No. 1539 and 1540 are separate bids. The wage rate for a General Laborer per Section K of the Project Manual is \$11.10 plus \$1.08 in fringe benefits.

End of Addendum



## **PRE-BID MEETING MINUTES**

RE: Scattered Sites Siding Replacement and Noltemeyer Wynde Complex Apartments Siding Replacement  
Proposal No. 1539 (Noltemeyer) and Proposal No. 1540 (Scattered Sites)  
Louisville Metro Housing Authority  
SCB project numbers 1964(Scattered Sites) and 1966 (Noltemeyer)

DATE: February 16, 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 **March 2, 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.

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
- Mr. Tom Smith, Sherman Carter Barnhart Architects
- Mr. Kevin Matthews, Sherman Carter Barnhart Architects

### **2. Clarifications and Addendum**

- a. The Pre-Bid Meeting Minutes will be incorporated into subsequent Addenda.
- b. Last Addendum will be issued on **February 23, 2021**

- 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 23, 2021 by 2:00 pm**, (E-mail or fax), for the 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 visit the site at a time of their choosing. However, contractors wishing to visit the site shall notify Mike Lyall by email at least 24 hours in advance. All bidders are expected to follow the guidelines from CDC, State and local authorities regarding the ongoing Coronavirus (COVID -19) outbreak. Site visits are not mandatory.

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

- a. A brief overview of Scattered Sites Siding includes but is not limited to the following.

The project consists of 4-different sites at Whips Mill Road, Fegenbush Lane, Norbrook Drive & East Pages Lane. The buildings are occupied and will remain so during construction. The Construction Type for all buildings is 5B and work must comply with 2018 KY Building Code. There are no know hazardous materials requiring abatement.

Typical building work includes removal and replacement of building wrap / siding / soffits / trim with new vinyl or fiber cement siding and removal and replacement of sheet metal gutters and downspouts. Existing infill at openings for former mechanical units are to be replaced. Screen walls at Whips Mill are to be removed and replaced. Work includes limited new signage and extra materials for sheathing. Also, limited tuckpointing is required at existing brick rowlocks along with pressure-wash cleaning of existing brick veneers.

Mechanical work involves the removal and rerouting of the existing exterior refrigerant lines at the 2-story units only. Existing insulation jackets to be removed and replaced at all exterior locations. Existing dryer vent caps are to be removed and replaced.

Electrical work involves the removal and replacement of existing exterior lighting. Existing visual and audio alarms on 1-story units at Whips Mill are to be removed and replaced.

Limited site work involves landscape trimming as needed for work, minor grading improvement, leveling of existing mechanical pads and lawn restoration of affected yards.

- b. A brief overview of Noltemeyer Wynde Complex Apartments Siding Replacement includes but is not limited to the following.

The project consists of a single site at Noltemeyer Wynde Court. The buildings are occupied and will remain so during construction. The Construction Type for all buildings is 5B and work must comply with 2018 KY Building Code. There are no know hazardous materials requiring abatement.

Typical building work includes removal and replacement of building wrap / siding / soffits / trim with new fiber cement siding and removal and replacement of sheet metal gutters and downspouts. Existing infill at openings for former mechanical units are to be replaced. Screen walls at 1-story units are to be removed and replaced. Work includes limited new signage and extra materials for sheathing. Also, limited tuckpointing is required at existing brick rowlocks along with pressure-wash cleaning of existing brick veneers.

Mechanical work involves the removal and rerouting of the existing exterior refrigerant lines at the 2-story units only. Existing insulation jackets to be removed and replaced at all exterior locations. Existing dryer vent caps are to be removed and replaced.

Electrical work involves the removal and replacement of existing exterior lighting. Existing visual and audio alarms on 1-story units are to be removed and replaced.

Limited site work involves landscape trimming as needed for work, minor grading improvement, leveling of existing mechanical pads and lawn restoration of affected yards.

- c. Project time: (270) Calendar Days.
- d. A job site office trailer is optional.
- e. Work hours are 7:30 am – 4:30 pm. Monday through Friday. No overtime work will be allowed.
- f. 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.
- g. 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.
- h. Contractor is responsible for State and local permitting, coordinating with Utility Companies, etc.

#### **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 Mr. 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”, pages 1-7 especially page 7 of 7. If apparent low bidder, second day bid documents must be submitted by 2:00 pm the following day.
- g. SECTION F (Form of Contract)
- h. SECTION G (Form of Material/ Labor Payment Bond)
- i. SECTION H (Form of Performance Bond):
  - Will only be completed 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.
- k. SECTION J (Supplemental General Conditions):
  - Carefully read all instructions.
  - The definition of “sub-contractors” may be obtained in SECTION I, page 13, #37.
  - 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 Residential.
- 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 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 MBE goals are 25%, The FBE goals are 10% and the 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.
  - 5. LMHA database available for use.
  - 6. 10% of bid amount must be for section 3 business concerns

**6. Bidders are reminded of important dates for the project:**

- Deadline for submitting MBE, FBE, and DBE questions is **February 23, 2021 by 2:00 pm.**
- Deadline for submitting questions regarding the solicitation procedures is **February 23, 2021 by 2:00 pm.** (E-mail or fax).

- Deadline for submitting questions regarding the technical specs is **February 23, 2021, by 2:00 pm.** (E-mail or fax).
- Bid opening date and time is **March 2, 2021, at 10:00 a.m.**

7. **General Comments**

- a. LMHA noted they can assist with meeting the new hire requirements of Section M.
- b. Mike Lyall stated that he is to be contacted prior to contractor site visits.
- c. LMHA remarked that they can certify payrolls for this job.
- d. General clarification that Project Manual for this project is complete and that the contract period in Section L matches the 270 day project time in these minutes.

**END OF PRE-BID MEETING MINUTES**

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SIGN-IN SHEET FOR: **Noltemeyer Siding Replacement** / *50 ATTENSO Sites Siding*

Proposal No. 1539 of 1540

**Pre-Bid Meeting**

DATE: Tuesday, February 16, 2021  
 TIME: 10:00 am

	<u>NAME</u>	<u>DEPARTMENT/COMPANY</u>	<u>TELEPHONE/FAX</u>	<u>EMAIL</u>
1	Mike Lyall	LMHA	569-4044 / 569-1348	<a href="mailto:lyall@lmha1.org">lyall@lmha1.org</a>
2	STEVE WHITNEY	WHITNEY CONSULTING	502-645-8777	
3	MARK McQuinn	HOWELL & HOWELL	502-491-7985	
4	KEVIN MATHEWS	SCB	859-296-1037	
5	RON BRADDAFT	MARTIN CONSTRUCTION	502-325-3701	
6	TOM SMITH	SCB	859-296-1037	
7	Habitat Louisville Co	CHEYENNE ORG	502-415-5793	
8	NOAMA WARD	LMHA	502-569-4888	
9	Phil Rembert	LMHA	502-569-4922	
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