

**TO ALL BIDDERS OF RECORD**

**ADDENDUM No.1** to the Ben Franklin Elevator Infrastructure Bid Documents, Contract Manual and Specifications:

**Bid Packages:**

**Bid Package 21251-260    General Contractor**

for the

**Cleveland Metropolitan School District**

This Addendum shall hereby be and become a part of the Contract Documents the same as if originally bound thereto.

The following clarifications, amendments, additions, revisions, changes and modifications change the original Contract Documents only in the amount and the extent hereinafter specified in this Addendum.

Each bidder shall acknowledge receipt of this Addendum in his proposal or bid.

**Note: Bid Due Date is 08.09.18**

**Attachments:**

1. Pre-bid Meeting Minutes
2. VAA Addendum #01

**Clarifications:**

1. Work including transformer vault, ductbank, site patching and seeding to be complete by November 30, 2018.
2. Transformer and wire pulling / energizing of new service to be complete by January 4, 2019. Work to occur during CMSD winter break – December 22, 2018 thru January 4, 2019.
3. Second shift and weekend work may be necessary pending confirmation of CMSD site and building usage needs.

**END OF ADDENDUM No. 1**

## **CLEVELAND METROPOLITAN SCHOOL DISTRICT FACILITIES IMPROVEMENT PROJECT**

### **Ben Franklin Elevator Infrastructure**

#### **07.31.18 Pre-Bid Meeting Agenda**

**1. Opening Comments and distribute attendance sheet**

**2. Introductions:**

- a. Construction Manager (OHG) (Mark Notarberardino)
- b. Architect (VAA) (Melissa Fliegel)
- c. CMSD (Seletha Thompson)

**3. Community Inclusion Program Discussion:**

- a. DBE goals, workforce goals, Certified DBE list availability, Certified Payroll Report submission requirements, Program monitoring.
- b. Community Inclusion Program that is included within the documents contains two goals, a DBE participation goal and a workforce inclusion goal. The bidders are reminded to review this program to ensure they are in compliance. The program also outlines steps contractors can take to ensure they are in compliance and resources that are available to assist contractors in achieve these goals.
- c. The D.B.E. Participation Goal for this project is 30%.
- d. A list of certified D.B.E.'s (Diversified Business Enterprise) is available for distribution by request through CMSD. CMSD accepts State, City of Cleveland or Cuyahoga County certified businesses.
- e. Employment Goals for the workforce is as follows:
  - 20% minority
  - 20% Cleveland residents
  - 5% female
- f. Certified Payroll Reports will be required to be submitted on a monthly basis, and must be complete and accurate. This should be inclusive of Subcontractor Certified Payroll. Full name, address, company the individual works for, and race are required. Do not include social security numbers.
- g. DBE applications will be distributed to all individuals upon request.
- h. All EDGE qualified companies should inform CMSD of their status and provide appropriate documentation.

**4. Where to Acquire Bid Documents:**

S.E. Blueprint  
2035 Hamilton Avenue  
Cleveland, Ohio 44114  
PH. 216-241-2250  
Fax 216-241-2075  
[www.seblueprint.com](http://www.seblueprint.com)

Complete sets of drawings only no partial sets. Plan cost through the printing company is \$150.00 non refundable.

Drawings may also be viewed at the following locations without cost:

- F.W. Dodge Corp.
- Ohio Construction News
- The Builders Exchange, Inc.
- Reed Construction Data\*
- Construction Network Solutions
- Isqft

**5. Safety:**

Project Safety Plan – Note specifics for Personal Protective Equipment hardhat, eye protection and hand protection, 6' Fall Rule and tie offs required and strictly enforced with no exceptions. No burning. No smoking. Workers are required to have OSHA 10 and supervisors are required to have OSHA 30.

**6. Administrative Requirements:**

- a. Permits: Contractor will be required to secure all necessary permits per the city of Cleveland.
- b. All other permits, fees, and licenses by each contractor in accordance with GC Article 5.2
- c. Sales Tax: Refer to GC Article 12.7 regarding Tax-exempt status.
- d. Payments & Retainage: See GC Article 9 - Contractor payment
  - i. Payment terms: 30 days
  - ii. Retainage: 8% of labor and materials up to 50% of contract value.
- e. BWC Drug-Free Workplace Requirement.
- f. The bid documents require criminal background checks for all workers on site. Documentation of the background check will be required to be on file at the project site.
- g. This is a prevailing wage project

**7. Bid Procedures:**

- a. Reference Instruction to Bidders, Article 2 Bidding Procedures
- b. Bid Form must be completed and signed. It is recommended that all blank spaces that do not apply for a bid package be filled in with n/a. Acknowledge addendum, Alternate pricing, Unit pricing.
- c. **Add one COPY of all bid forms and associated back up in the envelope with the original bid.**
- d. Bid Guaranty: Submitted with bid (Instructions to Bidders, Article 5).
  - i. Bond Form (included in documents)
  - ii. Certified Check (payable to Cleveland Metropolitan School District)
  - iii. Cashiers Check (payable to Cleveland Metropolitan School District)
  - iv. Irrevocable Letter of Credit (payable to Cleveland Metropolitan School District)
- e. Power of Attorney: Include with bid (if Bond Form is utilized)

Envelope Requirements: Opaque Sealed and clearly marked with Project Name, Bid Package Name, and Date.

**8. Project Overview:**

**Bid Date: August 9, 2018 at 1:00 PM at CMSD's Cashier's Office, 1st Floor. (Overnight delivery is acceptable. Envelope must be clearly marked as bid for the respective bid package noted below. Bid opening will follow immediately in the CMSD conference room – Fifth Floor.**

**BID PACKAGE 21251-260 Ben Franklin Elevator Infrastructure  
1905 Spring Road  
Cleveland, Ohio  
Project Estimate: \$325,000  
Project Walk thru: 07.31.18 11:00 am**

**9. Description/Scope:**

*Review Bid Documents and Reference Scopes of Work in Summary of Work (Specification Sections 011113)*

**10. Specific Issues:****a. Questions & Addendum Procedure**

- i. Answers to questions that change the contract documents will be issued in an addendum.
- ii. Last Date an Addendum will be issued to all is no later than **August 6, 2018**.
- iii. All questions should be addressed in writing to Mike Tanksley – OHG via **Fax ONLY (216) 861-1649**.
- iv. All questions must be submitted no later than **August 3, 2018** at 2:00 pm.
- v. **Refer to the Notice to Bidders regarding walk through date and time.**



**CMSD Benjamin Franklin PreK-8  
Elevator Infrastructure**

**VAA Project No. 1665**

1905 Spring Road, Cleveland, Ohio 44111

Date: 8/02/2018

**TO: ALL BIDDERS**

**FROM: Van Auken Akins Architects LLC**  
1422 Euclid Avenue, Suite 1010  
Cleveland, Ohio 44115

This Addendum supplements and amends the original drawings and specifications, and shall be taken into account in preparing proposals, and shall become a part of the contract documents. You must indicate receipt for **ALL** addenda on your proposal.

**Item 1 – Drawings**

1. ME0.1 – Legend, Details, and Notes
  - a. Delete scope of work for installation of sump pump.
  - b. Scope of work includes new electrical service only.
  - c. Delete scope of work associated with mechanical specifications.
2. ME0.2 – Specifications, Schedules and Details
  - a. Delete scope of work for equipment related to the elevator.
  - b. Intercept and extend elevator feed in electrical room and connect new panel MDP in electrical room. (elevator is temporarily fed from kitchen panel 3 phase disconnect switch, through a 45 kva transformer. Remove connection and transformer and extend branch circuit to panel MDP)
3. ME1.0 – Mechanical and Electrical Elevator Plan
  - a. Delete scope of work for equipment related to the elevator.
  - b. Furnish and install only equipment related to the electrical service upgrade.
4. ME2.0 – ELECTRICAL SITE PLAN
  - a. Furnish and install all work indicated.

**END OF ADDENDUM**

Attachments: ME0.1, ME0.2, ME1.0, ME2.0