



**PIMA COUNTY
PROCUREMENT DEPARTMENT
DESIGN AND CONSTRUCTION DIVISION**
130 W. CONGRESS STREET, 3rd FLOOR. ☞ TUCSON, AZ. 85701
PHONE: (520) 724-3731 FAX: (520) 724-4434

January 7, 2016

ADDENDUM No. 1

PROJECT: Downtown Roof Improvements

SOLICITATION NO.: IFB 201333

TO ALL CONTRACTORS:

The following changes, clarifications and/or additions shall be incorporated to the above-referenced Invitation for Bid.

DELETE: The reference to **Plans dated November 14, 2014** in Exhibit "A" Scope of Services.

ADD: the attached document entitled "**Exhibit "A-1" Downtown Roof Improvements General Requirements (8 pages)**" to the solicitation.

Any questions regarding this Addendum should be directed to Ana Wilber at ana.wilber@pima.gov.

Bidders must acknowledge receipt of this Addendum on the bid form provided in the project specifications book. Failure to do so **will** render the bid non-responsive.

All other specifications, terms and conditions, not specifically changed by this Addendum, shall remain the same.

Ana Wilber

Ana Wilber, CASPP, CPPB
Commodity / Contracts Officer

EXHIBIT "A-1" DOWNTOWN ROOF IMPROVEMENTS GENERAL REQUIREMENTS (8 PAGES)

**PIMA COUNTY FACILITIES MANAGEMENT
GENERAL REQUIREMENTS**

Table of Contents -- General Requirements

01 3000 - Submittals

01 4100 – Special Provisions

01 5000 - Temporary Facilities

01 6000 – Materials and Equipment

01 7000 - Project Closeout

END OF GENERAL REQUIREMENTS

SECTION 013000 - SUBMITTALS

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section specifies administrative and procedural requirements for submittals required for performance of the Work, including;
1. Contractor's construction schedule.
 2. Product Data.
 3. Samples.
 4. Drawings.

1.2 SUBMITTAL PROCEDURES

- A. Coordination: Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
- B. Submittal Preparation: Place a permanent label or title block on each submittal for identification. Indicate the name of the entity that prepared each submittal on the label or title block.
1. Include the following information on the label for processing and recording action taken.
 - a. Project name.
 - b. Date.
 - c. Name and address of Contractor.
 - d. Name and address of subcontractor.
 - e. Name and address of supplier.
 - f. Name of manufacturer.
- C. Submittal Transmittal: Package each submittal appropriately for transmittal and handling. Transmit each submittal from Contractor to County using a transmittal form. Submittals received from sources other than the Contractor will be returned without action.
1. On the submittal, record deviations from Contract Document requirements, including minor variations and limitations.

Downtown Roof Improvements

1.3 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Bar-Chart Schedule: Prepare a fully developed, horizontal bar-chart type Contractor's construction schedule. Submit within 10 days after notice of award.

1.4 PRODUCT DATA

- A. Collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams and performance curves. Where Product Data must be specially prepared because standard printed data is not suitable for use, submit as "Shop Drawings."
 - 1. Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products, some of which are not required, mark copies to indicate the applicable information.
 - 2. Submittals: Submit 3 copies of each required submittal. The County will retain two, and will return the other marked with action taken and corrections or modifications required.

1.5 SAMPLES

- A. Submit one fully fabricated Sample cured and finished as specified and physically identical with the material or product proposed.

1.6 SHOP DRAWINGS

- A. Submit 6 copies of each required shop drawing. The County will retain three, and will return the others marked with action taken and corrections or modifications required.

END OF SECTION 01300

SECTION 014100 – SPECIAL PROVISIONS

PART 1 - GENERAL

- 1.1 **CONTRACTOR PARKING** – between the hours of 6am – 6pm Monday thru Friday (normal business hours), there is no Contractor parking available in either the garage below the Bank of America building or below the Administration West building. Contractor can use nearby public garage parking or reserve street parking spaces with the City of Tucson.
- 1.2 **MATERIALS DELIVERY, GARAGE PARKING** – Contractor may park and deliver materials to the roof via the garages mentioned in the paragraph above outside of normal business hours. The pathway from the garage to the roof must be kept clean and clear of obstructions during materials delivery.
- 1.3 **MATERIALS DELIVERY, CRANE ACCESS** – crane access for the project is only from the public streets surrounding the project. Contractor shall contact the City of Tucson to obtain required permits and reservations for crane operations.
- 1.4 **CONSTRUCTION STAGING/STORAGE:** Except for the Arcades portion of the project, the areas of roof work are the only areas available to the Contractor for construction staging or materials storage. For the Arcades roof work, the Contractor may provide their own secured and fenced area on the plaza level below the arcades – location to be determined with County.

PART 2 - PRODUCTS (Not Applicable)

PART 3 – EXECUTION (Not Applicable)

END OF SECTION 01410

SECTION 015000 - TEMPORARY FACILITIES

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section specifies requirements for temporary services and facilities, including utilities, construction and support facilities, security and protection.
- B. Utilities: Water and power are available to the contractor from the owner's services without charge. The contractor shall be responsible for their proper use. The contractor is also responsible to obtain any temporary water or power in the event that during the course of construction the available services are interrupted by any of the work being performed by this contract.
- C. Sanitary Facilities: The Contractor shall provide portable toilet facilities. No County toilet facilities are available to the Contractor.
- D. Required security and protection facilities include, but are not limited to: Barricades, warning signs, lights.

1.2 QUALITY ASSURANCE

- A. Regulations: Comply with industry standards and applicable laws and regulations of authorities having jurisdiction.

PART 2 - PRODUCTS - Not Applicable.

PART 3 - EXECUTION

3.1 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Barricades, Warning Signs and Lights: Comply with standards and code requirements for erection of structurally adequate barricades. Paint with appropriate colors, graphics and warning signs to inform personnel and the public of the hazard being protected against. Where appropriate and needed provide lighting, including flashing red or amber lights.

END OF SECTION 015000

SECTION 016000 - MATERIALS AND EQUIPMENT

PART 1 - GENERAL

1.1 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store and handle products in accordance with the manufacturer's recommendations, using means and methods that will prevent damage, deterioration and loss, including theft.
 - 1. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft and other losses.
 - 2. Deliver products to the site in the manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting and installing.
 - 3. Inspect products upon delivery to ensure compliance with the Contract Documents, and to ensure that products are undamaged and properly protected.

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, unused at the time of installation.

PART 3 - EXECUTION

3.1 INSTALLATION OF PRODUCTS:

- A. Comply with manufacturer's instructions and recommendations for installation of products in the applications indicated.

END OF SECTION 016000

SECTION 017000 - PROJECT CLOSEOUT

PART 1 - GENERAL

1.1 SUBSTANTIAL COMPLETION.

- A. Preliminary Procedures: Before requesting inspection for certification of Substantial Completion, complete the following. List exceptions in the request.
1. In the Application for Payment that coincides with, or first follows, the date Substantial Completion is claimed, show 100 percent completion for the portion of the Work claimed as substantially complete. Include supporting documentation for completion as indicated in these Contract Documents and a statement showing an accounting of changes to the Contract Sum.
 - a. If 100 percent completion cannot be shown, include a list of incomplete items, the value of incomplete construction, and reasons the Work is not complete.
 2. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications and similar documents.
 3. Deliver tools, spare parts, extra stock, and similar items.
 4. Complete final clean up requirements.
- B. Inspection Procedures: On receipt of a request for inspection, the County will either proceed with inspection or advise the Contractor of unfulfilled requirements. The County will prepare the Certificate of Substantial Completion following inspection, or advise the Contractor of construction that must be completed or corrected before the certificate will be issued.
1. The County will repeat inspection when requested and assured that the Work has been substantially completed.
 2. Results of the completed inspection will form the basis of requirements for final acceptance.

1.2 FINAL ACCEPTANCE

- A. Preliminary Procedures: Before requesting final inspection for certification of final acceptance and final payment, complete the following. List exceptions in the request.
1. Submit the final payment request with releases and supporting documentation not previously submitted and accepted. Include certificates of insurance for products and completed operations where required.
 2. Submit an updated final statement, accounting for final additional changes to the Contract Sum.

Downtown Roof Improvements

3. Submit a certified copy of the County's final inspection list of items to be completed or corrected, stating that each item has been completed or otherwise resolved for acceptance, and the list has been endorsed and dated by the County.
 4. Submit consent of surety to final payment.
- B. Reinspection Procedure: The County will reinspect the Work upon receipt of notice that the Work, including inspection list items from earlier inspections, has been completed, except items whose completion has been delayed because of circumstances acceptable to the County.
1. Upon completion of reinspection, the County will prepare a certificate of final acceptance, or advise the Contractor of Work that is incomplete or of obligations that have not been fulfilled but are required for final acceptance.
 2. If necessary, reinspection will be repeated.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 FINAL CLEANING

- A. Cleaning: Complete cleaning operations before requesting inspection for Certification of Substantial Completion.
- B. Removal of Protection: Remove temporary protection and facilities installed during construction.

3.2 RECORD DOCUMENT SUBMITTAL

- A. Record Drawings:
Maintain an As-Built set of contract drawings and shop drawings in clean, undamaged condition, with markup of actual installations which vary substantially from the work as originally shown in red marker. At completion of the project, submit the As-Built set to the County, with the as-built modifications drawn in red ink. Stamp "As-Built" with the date of record. Clearly indicate the as-built differences on plans, details, and all related drawings.
- B. Operation and Maintenance Manuals: Provide three (3) sets of a three-ring binder containing copies of all approved submittals, warranties, and product instructions, with an Index and tabs for sorting the information.

END OF SECTION 017000