

ATTACHMENTS:

This Addendum includes the following 8.5”x 11” Attachments [16 pages]:

1. Pre-Bid Conference Minutes (6 pages)
2. 00 50 11 CONTRACTOR INSURANCE REQUIREMENTS (4 pages)
3. 00 01 00 – SUMMARY (4 pages)

This Addendum includes the following 30”x 42” Attachments [0 sheets]

1. N/A

END OF ADDENDUM

THE UNIVERSITY OF ALABAMA

McLure Library Addition & Renovation

051-23-2688D

PRE-BID CONFERENCE MINUTES

January 30, 2024 at 9am local time

GENERAL INFORMATION

1. Introduction of Attendees

- a. The University of Alabama (UA) – Owner
 - Mary Kathryn Holt, Project Manager
 - Colby Mixon, Field Coordinator
 - University End Users
 - College of Communications, SLIS
 - College of Education
- b. Consultant’s Team and Responsibility
 - Richard Pitts, KPS Group – Project Architect
- c. Sub consultants
 - Barbara McCrary, HHB – Mechanical, Plumbing, Fire Protection
 - Tim Cooke, JRA – Electrical
 - Jason Coker, Duncan Coker – Civil
 - Andrew Marlin, MBA – Structural
 - Stephen Schrader, Renta - Landscape
- d. Others

2. Bid Date / Time / Location / Delivery

Date: February 20, 2024
Time: 2:00pm local time
Location: Procurement Services Annex, Conference Room 1001
405 Cahaba Circle
Tuscaloosa, AL 35404

3. Eligibility

- a. As per Contract documents
- b. Licensed General Contractor in the State of Alabama
- c. Prequalification was required for General Contractors
- d. Prequalified Contractors/Subcontractors
 - UA Master List
 - Murray Building Company
 - Dominguez Design Build

4. Bids

- a. Preparation/Delivery
 - It is the Contractor’s responsibility to make sure bid is complete per the Contract documents (e.g. bid form, bid bond, sub/supplier list, etc.)
 - It is the Contractor’s responsibility to make sure bids are delivered and received at the designated location on the date and time stated in advertisement for bid or subsequent addenda.
- b. Proposal Form
 - No alterations shall be made to bid proposal form
 - Be sure to use latest bid proposal form provided during bid process
- c. Guaranty
 - Bid Guaranty in the form of Bid Bond or Cashier’s Check is required
 - 5% of bid amount, not to exceed \$10,000
 - Use the provided UA form for Bid Bonds

- Bid Bond must be executed by a Surety Company duly authorized and qualified to make such bonds in the State of Alabama, payable to the University of Alabama
 - Cashier's check, if used, must be drawn on an Alabama bank
- d. Sales and Use Tax Savings
- Bidder is not to add or include Sales and Use taxes in their bids
 - Sales tax estimates should be listed on the space designated on the bid form
 - Contractor will need to apply for a tax exempt certificate with the Department of Revenue to purchase materials tax free. Any delay in obtaining the tax exempt certificate due in whole or in part to the Contractor will not be cause for an extension of time for completion of the Project nor an increase in price.
 - Basic material & labor breakdown required to allow UA to apply for Tax Exempt Certificate
- e. Subcontractors and Suppliers Submittal
- ~~Bidders shall include with their bids a listing of subcontractors and material suppliers as specified in the Supplementary Instructions to Bidders~~
 - ~~Bidders may change up to four (4) subcontractors/suppliers on their envelope prior to bid time~~
 - The low bidder shall submit a complete list of major subcontractors and suppliers within 48 hours of the bid opening. This list should include the license number for all subcontractors and should be on the bidder's letterhead.
 - No substitutions of any subcontractor or supplier identified with the bid or in the subsequent listing will be allowed without written request and approval by UA, whose decision shall be final.
5. Post-Award / Miscellaneous
- a. Contract Bonds as per Section 32 of General Conditions
- Performance Bonds - 100% of contract amount
 - Payment Bonds - Not less than 50% of contract amount
- b. Each subcontractor engaged in the installation, modification, configuration, programming, or testing of a fire alarm system must have a current Fire Alarm Permit from the Alabama State Fire Marshal's Office. A copy of each fire alarm subcontractor's permit must be provided with the list of subcontractors prior to installation or modification of the fire alarm system.
- c. Bidder awarded the job must show evidence of being registered in the US Government's E-Verify Program
- d. Pay Application requirements as per Section 28 of General Conditions
- e. Contractor shall adhere to the Child Labor Law - No workers on the project under the age of 18
- f. Minority and Women Owned Participation - UA is encouraging a goal of 5% for this project. Minority or women owned subcontractors or suppliers should be identified to the Owner using Minority and Woman-Owned Business (MWB) Subcontracts form. For a list of businesses in Tuscaloosa, go to <https://www.tuscaloosa.com/tuscaloosabuilds/database>
- g. Davis-Bacon does not apply
- h. Smoking, including the use of electronic cigarettes or similar devices, is prohibited anywhere on campus
- i. Mylar reproducibles are not required for this project. CAD and PDF as-builts are required to be uploaded to the project site.
6. Insurance - See attached project specific insurance information. (PM to attach sheet from Risk Management to this agenda.)
- a. General Liability
- Commercial General Liability coverage with limits of \$1,000,000 per occurrence, \$2,000,000 aggregate
 - \$ 5,000,000.00 in Excess/Umbrella Coverage **(PM to verify amount of Excess/Umbrella Coverage prior to meeting.)**
- b. Project Specific Coverages Required:
(PM to check boxes after confirming required coverages with Risk Management, strike through if not required)
- ✓ Builder's Risk
Hard Costs: Insured to Full value
Soft Costs: \$1,425,000
 - ~~Installation Floater: The coverage limit must be the total dollar amount of all construction materials and equipment that will be installed in, on or near the University building.~~
- c. See the Contract Insurance Requirements section attached for a complete listing of insurance requirements

PROJECT INFORMATION

7. Basic Project Information

Complete renovation of the existing McLure Library including construction of an 3000 sq ft addition, as well as demolition and reconstruction of the main entry bridge. Renovation includes all new MEP&FP, new finishes, windows and exterior/site upgrades.

8. Anticipated Schedule, Progress and Completion

- a. Anticipated Letter of Intent from UA by February 23, 2024
- b. Anticipated NTP / Mobilization – Monday, April 15, 2024 pending BOT approval
 - No work shall begin on project until insurance certificates are approved by UA
- c. Time for Completion
 - Base Bid Completion Date: Friday, May 2nd, 2025
 - Alternate No. 1 Completion Date: Friday, May 2nd, 2025
 - **Alternate No. 2 Completion Date: Friday, May 2nd, 2025**
- d. Liquidated Damages - \$4,000 per calendar day for completion dates as specified above, plus additional costs associated with resident observation. No additional cost associated with resident observation for work on weekends or holidays prior to specified completion dates.
- e. Contractor to submit a schedule of values with detailed breakdowns of material and labor within 10 days of the Notice to Proceed for progress tracking and management
- f. Contractor to generate and submit detailed construction progress schedule compliant with Section 9 of General Conditions and Specification Section 013200 ten (10) days after NTP, unless otherwise indicated in the LOI. No claims for time extensions will be granted prior to the submission and approval of a progress schedule compliant with these sections. During the course of the work, the assigned UA Project Manager will review the progress of completed work and the submission of any supporting documents regarding the progress of the work.
- g. Owner/Consultant/Contractor (OAC) progress meetings to be held per project requirements
- h. Warranty dates shall start at Date of Substantial Completion
- i. General Contractor's Superintendent or other representative shall be on site the entire first day of Owner occupancy/move-in to respond to any building system issues which may arise. In addition, the following personnel shall be on site for the indicated dates: **Electrical & Mechanical Subcontractors**
- j. The Superintendent(s) should be on site at all times when work is being performed and should be solely dedicated to the supervision and oversight of the work. Contractor's Superintendents(s) shall not be the primary operator of equipment or perform other tasks apart from or in addition to project supervision.

9. Job Sign Requirement: YES

10. Construction Staking

- a. Shall be the Contractor's responsibility and shall be performed under the supervision of a Licensed Professional Land Surveyor in the State of Alabama

11. Project Observation / Material Testing

- a. Resident observation will be provided by Owner
- b. Materials testing and geotechnical recommendations for the Owner will be provided by TTL.
- c. Contractor's responsibility to coordinate all testing
- d. The Contractor shall submit a QA/QC program in compliance with Specification Section 014000

12. Inspections

- a. All "city inspections" of the work will be conducted by 3rd party consultants for the University
 - Contractor will email inspections@ua.edu to schedule these inspections
 - 24 – 48 hours notice required
- b. University "in-house" inspections of the work will be scheduled by the contractor(s) through the project Field Coordinator
 - 48 – 72 hours notice required
- c. Inspection cards must be kept up to date throughout duration of project
- d. The Contractor should only schedule inspections when the work to be inspected is complete. UA reserves the right to deduct costs for additional inspections due to incomplete material or workmanship at the time the Contractor scheduled the initial inspection.

13. Safety

- a. The Contractor shall be responsible for all project safety. Neither the Consultant nor the Owner will be responsible for the Contractor's safety precautions, means, methods, techniques, sequences, or procedures.
 - b. Contractor's personnel responsible for safety shall be OSHA certified
 - c. Weekly employee safety meetings will be required with minutes of each meeting kept current. Contractor shall be responsible for coordination, content, scheduling, etc., of safety meetings with employees. Safety meeting minutes with sign-in sheets must be current for the contractor's pay request to be approved.
 - d. The Contractor shall be responsible for maintaining a comprehensive Hot Work Program. See General Conditions Section 58.
 - e. Fencing along the limits of construction, including equipment and storage areas, is the Contractor's responsibility unless otherwise directed by the Owner. The cost of any type fencing, barricades, etc. necessary shall be incidental to project. Fencing, barricades, etc., must be maintained according to the project specifications throughout the duration of the project.
14. Storm Water and Erosion Control
- a. As per Project Specifications Section **32 22 90**
 - ~~b. The Contractor shall be responsible for obtaining the Alabama Department of Environmental Management (ADEM) NPDES Permit and will submit the permit application prior to beginning onsite work~~
 - c. Contractor will arrange for a qualified individual to provide all monthly inspections and reports for the project
 - d. Contractor responsible for implementing all BMP's, installation of all erosion and sedimentation control items, adhering to permit requirements and monthly inspection reports, etc.
15. Tree Protection
- a. During the course of the work, Contractor will take all necessary precautions to protect existing trees on and near the project site as per the Project Specifications and Article 14 of the General Conditions
 - b. For any tree destroyed or damaged beyond reasonable repair due in whole or in part to the Contractor's failure to adequately protect it the University will assess damages per the Project Specifications
16. Existing Conditions / Constraints
- a. McLure is an existing building that front University Boulevard. The building is completely unoccupied and a selective demolition project was completed in Fall 2023. The building has heavy pedestrian and vehicular traffic on all sides. The contractor will be given University Boulevard, from Colonial to Stadium Drive, from June 1st – August 2nd, to use for project execution, particularly for demolition and reconstruction of the entry bridge and retaining walls, as well as site grading for the plaza. **No work on Friday before home football games or Friday before A-Day spring games.** GC will need to accommodate elevator lay down.
17. Parking for Contractors, Subcontractors and all workers
- a. The only parking available will be within the limits of the construction fence. Contractor must keep drive lane between McLure and new dumpster enclosure accessible for Emergency Vehicles and trash pick up. Otherwise, the contractor may use the extents of the construction limits as needed to best serve the project.
18. Traffic Control
- a. As per Project Specifications
 - b. Coordinate all activities which may impede automobile, bus, pedestrian, or bicycle traffic with the Project Manager and UA Transportation Services.
 - c. No deliveries between 7:30 a.m. and 8:15 a.m.
19. Working on campus/interaction with UA faculty, staff, and students
- a. The safety of pedestrians around the project site will be emphasized throughout the project. Safe pedestrian routing will be established in conjunction with the UA Project Manager and Transportation Services at the outset of the project. Contractor will maintain such routing throughout the duration of the project.
 - b. Notification to Emergency Vehicles (Police, Fire, Rescue, Ambulance, etc.) shall be Contractor's responsibility
 - c. Harassing communications or behavior toward students, faculty or staff will not be tolerated and offending individuals will be removed from the project immediately.
 - d. Unless otherwise indicated, Contractor shall provide temporary toilet facilities for its employees as well as other workers on the jobsite. Workers on the jobsite shall not use restrooms, break areas, or vending machines within the building or adjacent buildings unless approved by UA.
20. Existing Utilities and Crane Requirements
- a. As per Special Conditions Section 02000 and Technical Specifications Section 02620

- b. Contractor shall, in accordance with UA’s Underground Utilities Locate procedures, verify the location of underground utilities prior to construction or demolition of a structure or the excavation of ground. Verification of utility locations is also required prior to operating or placing heavy equipment, vehicles, cranes, storage containers or other similar items above underground utilities in order to prevent damage to the same.
- c. In addition to the requirements of the above section, Contractor must have an approved Crane Work Permit from UA prior to placing a crane on the job site.
- d. Pre-Excavation Sign-Off Sheet Before Excavation – Contractor’s Responsibility
- e. Underground Telecommunication Protection Guidelines
- f. Site Prep Approval Sign-Off Sheet

21. Water Distribution

- a. If the project requires the installation of new or additional water meter(s) from the City of Tuscaloosa the contractor shall pay all water/sewer fees and meter set purchase cost. Contractors should verify any associated costs with the city prior to bidding.

22. Duct Cleanliness (if applicable to the current project)

- a. All ductwork should arrive at jobsite with all openings covered in 6 mil plastic sheeting
- b. Ductwork should be covered except when ductwork is being done in that area
- c. HVAC Units shall not operate until after the Pre HVAC Conference is held
- d. During construction prior to starting equipment, install a minimum of MERV 8 filters on the return and outside air. It is responsibility of the Contractor to change filters and clean coils as required until Date of Substantial Completion.

ADDENDA, ALLOWANCES, ALTERNATES & UNIT PRICES

23. Addenda

- a. Minutes of Pre-Bid and any other pertinent items discussed shall be issued as Addendum 1
- b. Additional addenda will be issued throughout bid process as warranted
- c. All questions prior to bid should be directed to Richard Pitts at rpitts@kpsgroup.com
- d. Deadline for questions from bidders: **February 13, 2024 at 5pm CST**
- e. Deadline for substitution requests: **February 13, 2024 at 5pm CST**
- f. All questions should be directed to A/E in writing. Responses will be sent to all bidders. Any pertinent questions that may be asked during site walk-through or site visits should be followed up in writing. Any verbal answers provided should be considered nonbinding.

24. Allowances

a. **Lump Sum Allowances**

- **Allowance No. 1** - Floor Leveling and Patching Material: Include in base bid 200 cubic feet of floor leveling and patching material as specified in “Section 03 54 16 - Hydraulic Cement Underlayment,”
 - 1. Coordinate quantity allowance adjustment with unit price requirements in “Section 01 22 00 – Unit Prices.”
 - 2. This allowance includes material cost, receiving, handling, installation and Contractor overhead and profit.
- **Allowance No. 2** - Additional Light Structural Steel: Include in base bid the in-place cost of 2 TONS of Light Structural Steel (weights of less than 20 pounds per **linear** foot) in addition to all other steel shown on the drawings or in the specifications.
 - 1. Coordinate quantity allowance adjustment with unit price requirements in “Section 01 22 00 – Unit Prices.”
 - 2. This in-place cost shall include all costs associated with the steel including, but not limited to:
 - a. a. Steel detailing, shop drawings, material, labor, etc.
 - b. b. This extra steel shall be installed in the building in such sizes and locations as the Structural Engineer or Architect may direct without additional cost to the Owner.
 - c. c. Any unused portion shall be subject to credit.
- **Allowance No. 3** – Building Cornice Repair: Include the lump-sum of \$15,000 for repair to existing limestone, brick, and stucco cornices
 - 1. This allowance includes material cost, receiving, handling, installation and Contractor overhead and profit.
- **Allowance No. 4** - Traffic Control Signage and Barriers: Include the lump-sum of \$15,000 for pedestrian

and vehicular traffic control signage and barriers. Type and location of traffic control signage and barriers will be selected by Owner.

- 1. This allowance includes material cost, receiving, handling, installation and Contractor overhead and profit.
- **Allowance No. 5** – Pointing and Mortar Repair: Include the lump-sum of \$15,000 for repointing and repair of deteriorating mortar on existing building.
 - 1. This allowance includes material cost, receiving, handling, installation and Contractor overhead and profit.
- **Allowance No. 6** – Replacement and Repair of Existing Window Blocking: Include the lump-sum of \$10,000 for replacement of existing blocking and substrates found unsuitable for attachment of new windows, as determined by window manufacturer, with pressure-treated wood blocking.
 - 1. This allowance includes material cost, receiving, handling, installation and Contractor overhead and profit.
- It is noted that the allowances in the bid set differ from these. Please refer to bid set specifications for current list of allowances.

25. Alternates

- a. Alternate #1 – Post-Set Panning System This is actually Alternate #2 per the bid documents. Alternate #1 consists of Decorative pendant light fixtures in Education Lounge and building exterior under portico.

26. Unit Prices

a. **Unit Price No. 1 - Floor Leveling and Patching Material:**

- 1. Provide a unit price per CUBIC FOOT of leveling and patching material placed as specified in “Section 03 54 16 - Hydraulic Cement Underlayment.”
- 2. Quantity Allowance: Coordinate unit price with allowances in “Section 01 21 00 - Allowances.”

b. **Unit Price No. 2 - Additional Light Structural Steel:**

- 1. Provide a unit price per TON for providing and installing additional Light Structural Steel as defined in “Section 01 21 00 - Allowances.”
- 2. Quantity Allowance: Coordinate unit price with allowances in “Section 01 21 00 - Allowances.”

- c. It is noted that the Unit Prices in the bid set differ from these. Please refer to bid set specifications for current list of Unit Prices.

27. Other / Miscellaneous

- a. Please note list of project milestones and priority submittals

OWNER COMMENTS

QUESTIONS / COMMENTS

- a. Brent Johnson inquired about difference between base window panning and the Alternate. The base window panning is a post-set custom profile intended to match the existing brick mould profile around most of the existing building windows. This profile attaches to the window blocking is not typically carried as standard amongst the University basis-of-design manufacturers with an integral return leg as the UA pannings do. The Alternate includes the provision of a custom panning that attaches to the window frame receiver like the standard pannings.

PROJECT TOUR

- 28. Tentatively scheduled for Friday, February 1.

THE UNIVERSITY OF ALABAMA
CONTRACTOR INSURANCE REQUIREMENTS
Project: McLure Library Addition and Renovation
051-23-2688D

The University of Alabama (“University”) is exposed to a financial risk from negligent/wrongful acts when using contractors and construction-related services involving new construction, renovation, remodeling, implosion or general maintenance of properties owned or controlled by the University. To reduce this potential financial exposure, the contractor and subcontractors of the above referenced construction project are required to maintain comprehensive insurance programs as shown below. Any modification to or waiver of the requirements must be submitted in writing to the Director of Contract Administration – Dan Rodgers, dorodgers@ua.edu, 205-348-2076, and approved in writing by the Director of Risk Management – Wade Bond, lwbond@ua.edu, 205-348-7516.

The required minimum limits of insurance do not limit any indemnification or hold harmless conditions that benefit the University.

All contractors and sub-contractors must provide written notice to the University of any claim against the University and any incident that could give rise to a claim against the University. Such notice should be provided to the University as soon as possible and in all cases no later than 7 days from the date of the claim or incident.

The contractor is responsible for insuring or replacing any property (including but not limited to equipment and supplies) owned, leased or rented by the contractor.

The purchase of insurance by the contractor shall in no event be construed as a fulfillment or discharge of the obligations set forth in the indemnification/hold harmless provisions of the agreement.

Commercial General Liability (“CGL”) without limiting endorsements on an occurrence basis to cover the contractor and its employees for all liability for bodily injury, property damage and personal injury with the following minimum limits:

Each Occurrence	\$1,000,000
Products/Completed Operations Aggregate (Per Project)	\$2,000,000
Personal & Advertising Injury	\$1,000,000
General Aggregate (Per Project)	\$2,000,000
Fire Damage	\$ 100,000

The CGL must be provided on either Insurance Service Offices (“ISO”) occurrence form #CG 00 01 (current edition) or an industry equivalent and must include Contractual Liability covering all contractual agreements, both oral and written, including but not limited to, the hold harmless and indemnification agreements in any contract between the University and the contractor. The policy must include ISO endorsement CG 2010 1185 to include the University as an additional insured. Coverage must be maintained for a minimum of two years after completion of the project.

Commercial/Business Automobile Liability (“BA”) applicable to all automobiles owned, hired, rented or used by the contractor and automobiles not owned by but used on behalf of the contractor. The BA policy must be provided on either ISO form #CA 00 01 (current edition) or an industry equivalent. In the event the contractor’s automobiles haul hazardous materials, the Contractor’s policy must be amended to include Pollution Liability-Broadened Coverage (CA9948) or equivalent coverage. Coverage must be maintained for a minimum of two years after the project has been completed. Policy will provide the following minimum limits:

Combined Single Limit \$1,000,000

Excess/Umbrella Liability with the following minimum limits:

Each Occurrence & Aggregate \$5,000,000

The CGL, BA and excess/umbrella limits outlined above may be accomplished through a combination of primary and excess/umbrella liability policies. In the event the primary CGL and/or BA limits are less than required, the amount of required excess/umbrella liability will increase by the amount the primary insurance is deficient. Excess coverage must be follow-form coverage. Coverage must be maintained for a minimum of two years after the project has been completed.

Workers’ Compensation/Employer’s Liability insurance for the benefit of injured employees as required by law and Employers Liability with the following minimum limits:

Workers Compensation (Coverage Part A)	<i>Statutory</i>
Employer’s Liability (Cov Part B) - Per Occurrence and Per Employee	\$1,000,000

Coverage must be maintained for a minimum of two years after the project has been completed. If applicable, the policy will be amended to provide coverage under the Longshoremen’s and Harbor Worker’s Compensation Act. With the University’s prior approval, a vendor/contractor may be allowed to participate in a workers’ compensation self-insured (individual or group trust) program, and thus, waiving the *A.B. Best’s* or *Standard & Poor’s* rating requirement as long as self-insured is in good standing with the Alabama Department of Industrial Relations and evidence of excess insurance is provided.

Builder’s Risk

The general contractor is required to purchase builder’s risk coverage. Coverage should be “all-risk” including, but not limited to, the following perils: fire, windstorm, hail, water damage, flood, mold, earth movement (also known as “earthquake”), vehicle or equipment collision, paint overspray, collapse, vandalism and lightning. Coverage must be on a replacement cost basis. The carrier must be A- rated or better by AM Best and admitted in the State of Alabama. The coverage period must start on the first day of construction or the first time materials are purchased (whichever is earlier). The coverage period must extend a minimum of 30 days after the execution of the Certificate of Substantial Completion. Property must be insured while in transit, while stored at an off-site location, while on the construction site but not yet attached to the building and after being attached to the building.

The general contractor is responsible for absorbing the deductible in the event of a loss, and the deductible cannot exceed \$10,000. The Board of Trustees of the University of Alabama must be included on the policy as both an additional named insured and a loss payee. An Evidence of Property Insurance certificate must be provided to Construction Administration showing both additional named insured and loss payee status, coverages and limits prior to the start of construction. Coverage limits must be as follows:

- Hard Costs: insured to full value covering labor, materials and all equipment and built-in furniture that will be installed including, but not limited to, equipment and built-in furniture owned by the University
- Soft Costs: insured to full value
- Furniture and Fixtures: insured to the full value of items being purchased and/or installed by the contractor under the construction contract.
- Business Interruption: \$100,000

Insurance Company Minimums - All policies will be underwritten by insurance companies acceptable to the University of Alabama. The insurance companies must have a minimum *A.M. Best's* rating of A- VII or higher.

Certificate of Insurance Requirements - Prior to the commencement of any work, the contractor must provide a Certificate of Insurance on the ACORD form or another form acceptable to the University evidencing coverage in compliance with the University's insurance requirements. The certificate of insurance will provide that the University of Alabama will be provided written notifications at least 30 days prior to any material change, cancellation or non-renewal of any policies indicated. All certificates shall be in original form and signed by a licensed Alabama agent.

The Certificate of Insurance shall include the following wording to extend additional insured status to the University and Hoar Program Management, L.L.C. and waiver of subrogation/rights of recovery provisions to the University:

The Board of Trustees of the University of Alabama, the University of Alabama, its individual trustees, officers, directors, employees, agents and representatives, the Architect/Engineer and Hoar Program Management, L.L.C. are included as additional insureds with respect to the Commercial General Liability, Business Auto Liability and Commercial Excess/Umbrella policies. Unless precluded by law or restricted or modified by contract, all policies waive the right to recovery or subrogation against the Board of Trustees of the University of Alabama, the University of Alabama, its individual trustees, officers, directors, employees, agents and representatives.

A replacement certificate must be provided at least 10 days prior to the expiration of any policy. In the event the coverage is placed with a new insurance company upon expiration, coverage may not be altered or substituted unless the coverage terms are beneficial to *The Board of Trustees of the University of Alabama.*

Subcontractors - If the contractor elects to engage the services of a subcontractor or other related construction services, it is the obligation of the primary or general contractor to confirm every subcontractor and every lower tier subcontractor meet the insurance requirements outlined above except the excess/umbrella liability requirement and the builder's risk requirement. If for any reason a subcontractor fails to procure and maintain insurance as required, all such required insurance shall be procured and maintained by the contractor at the contractor's expense in addition to the limits required of the contractor.

Although some subcontractors may be allowed an exemption to carry workers' compensation insurance due to size or structure of the entity, the obligation to provide insurance is not waived.

Deductibles and/or Self-Insured Retentions ("SIR") – A contractor may elect to secure an insurance program with a deductible or SIR of up to \$25,000 without prior approval from the University. Any deductible or SIR larger than this amount must be approved by the University and audited financials will be required to judge the financial ability to absorb the obligations of a deductible or SIR without a material impact on the solvency of the contractor.

Waivers of Subrogation/Additional Insured Status

Unless precluded by law or restricted or modified by contract, all policies waive the right to recovery or subrogation against the Board of Trustees of the University of Alabama, the University of Alabama, its individual trustees, officers, directors, employees, agents and representatives. The policies shall provide such waivers of subrogation by endorsement or otherwise.

The Commercial General Liability, Business Auto Liability and Commercial Excess/Umbrella Liability Policies shall name The Board of Trustees of the University of Alabama, the University of Alabama, its individual trustees, officers, directors, employees, agents, and representatives, HOAR Program Management, LLC, and the Architect/Engineer as additional insureds. The General Liability endorsement must be ISO CG 2010 1185. The contractor is responsible for any deductibles and/or self-insured retentions.

SECTION 01 10 00

SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes:
 - 1. Project information.
 - 2. Work covered by Contract Documents.
 - 3. Contractor's use of site and premises.
 - 4. Owner-performed work.
 - 5. Work restrictions.
 - 6. Specification and Drawing conventions.
 - 7. Miscellaneous provisions.
- B. Related Requirements:
 - 1. General Conditions of the Contract.
 - 2. Supplemental General Conditions.
 - 3. Section 01 21 00 Allowances.
 - 4. Section 01 23 00 Alternates.
 - 5. Section 01 50 00 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 DEFINITIONS

- A. Work Package: A group of specifications, drawings, and schedules prepared by the design team to describe a portion of the Project Work for pricing, permitting, and construction.

1.4 PROJECT INFORMATION

- A. Project Identification: McLure Library Addition and Renovation – Package D – Addition and Renovation.
- B. Project Location: 918 University Boulevard, Tuscaloosa, Alabama 35401
- C. Owner: University of Alabama, c/o Construction Administration, Box 870186, Tuscaloosa, Alabama 35487-0186
- D. Architect: KPS Group, Inc., 60 14th Street South, Birmingham, Alabama 35233

1.5 WORK COVERED BY CONTRACT DOCUMENTS

- A. **Scope of Work:** The Work included in the Base Bid is defined by the Contract Documents and consists of completion of building demolition and asbestos abatement, as well as the renovation of the existing 25,000 square foot building and construction of an approximately 5,000 square foot addition, plus associated sitework and landscaping. Asbestos Abatement includes materials identified in roof and glazing. Refer to alternates schedule for additional information on scope.
- B. **Time of Completion:** Pending an LOI: February 23, 2024
 - 1. Construction Start Date (Mobilization) = April 15, 2024
 - 2. Final Completion = **May 2, 2025**
- C. Liquidated Damages: **\$4,000.00** per Calendar Day after Substantial Completion.
- D. Type of Contract:
 - 1. Project will be constructed under a single prime contract.

1.6 WORK BY OWNER (If Applicable).

- A. Cooperate fully with Owner so work may be carried out smoothly, without interfering with or delaying work under this Contract or work by Owner. Coordinate the Work of this Contract with work performed by Owner.
- B. The Owner will perform the following:
 - 1. Removal of temporary fire alarm devices.

1.7 CONTRACTOR'S USE OF SITE AND PREMISES

- A. General: Contractor shall have limited use of Project site for construction operations as directed by Owner.
- B. Working Hours: Unless otherwise stated below or elsewhere in the Contract Documents, Contractor shall have access to the building for work activities during the following regular building operating hours:
 - 1. 8:00 AM to 5:00 PM local time, Monday thru Friday.
 - 2. No deliveries between 7:30 a.m. and 8:15 a.m.
 - 3. Bridge Demolition: Not before Monday, May 6th, 2024.
 - 4. No work on Fridays before home football games.
 - 5. No work on the Friday before the 2024 or 2025 A-Day game.
- C. Project Milestones
 - 1. University Boulevard Closure (west-bound lane of traffic closed): May 6, 2024 – June 1, 2024
 - a. Intended to facilitate demolition of existing bridge and regrading of site.
 - 2. University Boulevard Closure (east-bound lane of traffic closed): June 1, 2024 – August 2, 2024
 - a. Intended to facilitate demolition of existing bridge and regrading of site.
 - 3. Elevator shaft: Complete hoistway by November 1, 2024 for Elevator package (not in contract)
 - 4. Chilled water tie-in: Shut down and complete work when Owner's operations are closed. Coordinate with Owner and Architect. Anticipated to take place in November or December 2024.
- D. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

- E. Condition of Existing Grounds: Maintain portions of existing grounds, landscaping, and hardscaping affected by construction operations throughout construction period. Repair damage caused by construction operations.

1.8 WORK RESTRICTIONS

- A. Comply with restrictions on construction operations.
 - 1. Comply with limitations on use of public streets, work on public streets, rights of way, and other requirements of authorities having jurisdiction.
 - 2. Comply with Owner limitations on use of UA property, and requirements for maintaining vehicular and pedestrian access to facilities.
- B. Work areas to be protected by Contractor:
 - 1. Project Site: Contractor shall restrict activities on the site to the areas identified by UA.
 - 2. Building Exterior: shall be protected from damage during the project duration. Maintain weathertightness of building and cap penetrations resulting from selective demolition. The contractor shall seek and receive authorization from the Owner prior to making any modifications to the exterior of the building.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
 - 1. Notify Owner not less than two (2) days in advance of proposed utility interruptions.
 - 2. Obtain Owner's written permission before proceeding with utility interruptions.
- D. Smoking and Controlled Substance Restrictions: Use of tobacco products, alcoholic beverages, and other controlled substances on Owner's property is not permitted.
- E. Employee Identification: Provide identification tags for Contractor personnel working on Project site. Require personnel to use identification tags at all times.

1.9 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 - 1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
 - 2. Text Color: Text used in the Specifications, including units of measure, manufacturer and product names, and other text may appear in multiple colors or underlined as part of a hyperlink; no emphasis is implied by text with these characteristics.
 - 3. Hypertext: Text used in the Specifications may contain hyperlinks. Hyperlinks may allow for access to linked information that is not residing in the Specifications. Unless otherwise indicated, linked information is not part of the Contract Documents.
 - 4. Specification requirements are to be performed by Contractor unless specifically stated otherwise.

- B. Division 00 Contracting Requirements: General provisions of the Contract, including General and Supplementary Conditions, apply to all Sections of the Specifications.
- C. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- D. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
 - 1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
 - 2. Abbreviations: Materials and products are identified by abbreviations scheduled on Drawings and published as part of the U.S. National CAD Standard.
 - 3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION