ADDENDUM #1

Addendum #1 is added and shall become part of the RFP document posted on May 10, 2021. Respondents shall acknowledge receipt of this Addendum on their proposal.

1. The Sign-In sheet for the mandatory project informational meeting, held on May 25, 2021 is incorporated as Attachment #1.
2. Additional project information provided by the Owner during the informational meeting is as follows:
   a. The construction estimate, required at each phase document submittal, does not need to be by a construction estimator but should be more than RS Means, to reflect the current conditions of the market.
   b. Record drawings of the structure of the old part of the building (1968 – 1975) will be available to the awarded firm. The hard copies might be scanned electronically but are not in AutoCAD.
   c. This project is anticipated to require State Building Code review.
   d. From the walk through, it was noted that drainage, including overflow drains, do not meet current code and will need to be brought into conformance. Building and roof expansion joints need to be respected. The Registered Roofing Observer (RRO) will be on site full-time during roof working days and provide daily field reports as required in the Facilities Roofing Design Standards Manual. [https://www.minnstate.edu/system/finance/facilities/design-construction/index.html]

Responses to Questions

3. Questions submitted during the informational meeting and their responses are as follows
   a. Does the campus have a full set of existing documents (architectural, structural, mechanical/electrical, civil) for the areas of roof replacement? The campus has existing architectural, structural, mechanical and electrical drawings for the area being replaced. Select structural drawings are included here. The remainder of the set will be made available to the awarded design team.
   b. In order for the bidders to get a design fee from a structural engineer for the structural analysis to meet the current code requirements to support snow drift...
loading, susceptible ponding water, and weight of new roof system, can the owners submit the existing building structural drawings as part of the addendum? See response to question 3.a.

c. The Pre-design on Page 9 of the RFP states that the Construction Phase Timeline is based on 10 weeks: Construction Phase – Letter of Award (1 week), Preconstruction Meeting (1 week), Actual Construction (may be dependent on equipment lead time) (6 weeks), Contract Closeout (2 weeks) for overall phase timeline of 10 weeks. How many weeks (roof working days) should the bidders base their full-time construction observations on? Please base the proposal full-time roofing observation fee on (35) roof working days of the 8 active weeks of actual construction and contract closeout, allowing for weather days. Provide a cost per roof working day if the final schedule varies from this amount.

d. Will the State Plan Review fees be included as a reimbursable expense to the owner? The State Plan Review fee is an acceptable reimbursable expense per article 11.8.2.1. See AIA Document B101-2017 Contract found on the eManual under ST.30 https://www.minnstate.edu/system/finance/facilities/design-construction/pm_emanual/index.html. The fee calculator can be found: https://www.dli.mn.gov/business/get-licenses-and-permits/fee-calculator

e. The owner has indicated they will provide hazardous material survey design and abatement as needed. Will these services be for pipe wrap and roof drains, ceiling tile, and flooring only? Will the bidders have to provide asbestos testing and specifications for abatement on the roofing materials? Based on the Minnesota State Facilities Roofing Design Standards, CLC will provide hazardous materials surveys for all interior items. Per Roof Design Standards, the Designer is to hire an asbestos sub-consultant to take samples of the roofing materials. This is typically destructive and asbestos sub-consultants do not make repairs. Therefore the Designer coordinates the asbestos sub-consultant, being on site when they do their roof test cuts to determine the makeup of the roof system, and hire a roofing contractor on site to patch the holes. There should not be any open holes in the roofing after the design team takes the test cuts.

f. If hazardous materials are found, will the owner be contracting with an abatement contractor for hazardous material removal? Central Lakes College will contract with a hazardous materials monitoring company and a hazardous materials removal company, as needed for interior work. Roofing contractors generally have employees trained in asbestos abatement, so they can remove and dispose of asbestos-containing roofing materials as part of the roof demolition. There are limits on how much material they are allowed to remove.

g. On Area F2, blue wall panels are installed on three of the four walls. The north wall is adjacent to the no reroofing area. Are the bidders to replace all the wall...
panels with a new wall panel (color selected by owner) including the no reroofing side? It is anticipated this wall will be in scope, but with budgets and prices of metal, it may become a deduct alternate. This will need to be determined with the awarded design firm.

h. Would it be possible to distribute the sign-in sheet from the Preproposal meeting.
   This is attached at the end of the addendum #1.

i. During the walk thru it was noted there is a chilled water system for the building. This project is to add a DX cooling coil to the AHU 9-91 and 69-S3. Please confirm DX is the preferred method of cooling or if the design needs to consider Chilled water. The design team needs to consider the energy consumption as well as the greenhouse gas emissions for lowest carbon emissions. Determining the preferred method will need to be part the design scope.

j. With the addition of insulation to the ductwork(AHU 9-91) and added ductwork(AHU 69-S3) which will require the removal of ceilings, is the intent to provide new ceilings (new lights, speakers, sprinkler heads) or to reinstall existing ceiling in these spaces? This project is the opportunity to replace the old with new, rather than reinstalling old ceiling tiles and old lighting. This may need to be adjusted for market conditions.

k. Are existing Mechanical and Electrical drawings available for the areas impacted by this project? Would they be available as part of the addendum or only to the winning team? Mechanical and electrical drawings will be provided to the awarded design team.

   Is the signup sheet from the mandatory meeting available? If so, can we please get a copy? This is attached at the end of the addendum #1.

l. For the full time roof observation and testing would it be acceptable for responders to use 30 roof working days as a basis for their fee with a cost per week if the final schedule ends up being above or below this amount? Please base the proposal full-time roofing observation fee on (35) roof working days of the 8 active weeks of actual construction and contract closeout, allowing for weather days. Provide a cost per roof working day in case the final schedule varies from this amount.

m. Would it be acceptable to submit the proposal via email as a PDF instead of submitting a hard copy? No. A hard copy is the legal copy to determine time and date of receipt, with the .pdf for the campus’ convenience. An email may be sent in addition for convenience, but with emails there is a potential for it not to be received or end up in a spam or junk folder. It could be considered late based on when it was received even if the sender sent it at the time.
n. The RFP states that AHU 91-9 is to be replaced, while the predesign report calls for the installation of a cooling coil in the existing AHU. Does the AHU need to be replaced? This needs to be determined by the design team. Consider energy efficiency and global warming potential by refrigerants. It is anticipated the AHU would be replaced.

Summary of Attachments:
4. Mandatory project informational meeting Sign-In Sheet.
5. Select structural drawings relevant to this area.

END OF ADDENDUM #1
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- **NAME**: The names of the individuals present at the event.
- **COMPANY**: The companies associated with the individuals.
- **PHONE**: The contact phone numbers.
- **EMAIL**: The contact email addresses.