ADDENDUM NO. 2
TOWSON CENTER ELEVATOR CAB REPLACEMENT
PROJECT NUMBER TU-1916

9/13/18

Ladies and Gentlemen:

The purpose of this addendum is to clarify certain portions of the above-referenced project with all prospective vendors.

UPDATES:

7) Remove in its entirety “Scope of Work” and replace with “Addendum 2 – Scope of Work” as attached to this addendum.

8) With this addendum please find an updated Bid/Price Proposal Form to reflect the addition of Add Alternate #2.

9) Add Alternate 2: DB Contractor shall provide a price to replace the existing underground hydraulic system. Provide a Code compliant hydraulic system including PVC liner. If this alternate is acceptable, the completion date will be moved to have all work accomplished no later than August 14, 2019.

10) Changes to Section I.M Award:

   a. The University will recommend for award a responsive bid from the responsible bidder submitting the most favorable evaluated base bid price for the requirement(s) herein.

Questions:

Q1) If asbestos is encountered, please confirm that the contractor will not be responsible for any asbestos abatement costs. There are no asbestos testing reports shown within the bid documents.

A1) Correct, the contractor will not be responsible for any asbestos abatement costs. If the contractor encounters anything that they feel may be asbestos, contractor shall notify Towson University Project Manager. Towson University will have the items tested for asbestos. If asbestos is found, Towson University will hire a contractor to abate the hazardous materials.

Q2) Please confirm whether the elevator currently operates on emergency generator power or not. If the elevator does operate on emergency generator power, please provide the location and ratings of the automatic transfer switch associated with the elevator. Also, please provide details about any existing emergency panels within the facility (location, ratings, spare breakers available, etc.).

A2) The existing elevator is not on emergency power. The elevator is connected to a 70 amp breaker in the 480V/3ø main distribution panel SB1, located in the Mechanical Room outside the existing Elevator Machine Room. DB Contractor shall provide battery backup system to lower elevator down to 1st floor and open in case of loss of power. Lighting within the elevator cab to be connected to the battery backup system.
All addenda will be incorporated into the final contract documents and will be binding on all vendors responding to this solicitation. Each vendor submitting a bid/proposal must acknowledge receipt of all addenda by completing and forwarding Exhibit K (included in the bid package) with the bid response; failure to acknowledge addenda may result in bid/proposal rejection.

If you have any questions regarding this addendum, please contact me at (410) 704-2050 or email me at MLCompton@towson.edu.

Sincerely,

Michelle Compton
Procurement Officer Representative
UPDATED BID/PRICE PROPOSAL FORM

BIDDER’S NAME: ____________________________________________________________

PROJECT TITLE: Towson Center ADA Elevator Cab Replacement

PROJECT NUMBER: TU-1916

Failure to properly complete each blank may be cause for rejection of this proposal.

Having carefully examined the solicitation documents, including all addenda acknowledged on Exhibit K attached hereto, being collectively referred to as the Contract Documents, and having received clarification on all items of conflict or upon which any doubt arose, the undersigned proposes to furnish all labor, materials and equipment required by the said documents for the entire work, all in strict accordance with the Contract Documents, for the sum of:

TOTAL COST OF PROJECT

BASE BID ______________________________________________________________ $ __________________

Words __________________

Numbers __________________

Add Alternate 1 __________________________________________________________ $ __________________

Words __________________

Numbers __________________

(Provide pricing for replacement of existing shaft rails in the current elevator shaft.)

Add Alternate 2 __________________________________________________________ $ __________________

Words __________________

Numbers __________________

(Provide pricing for replacement of existing underground hydraulic system.)

If the undersigned is notified by the Procurement Officer/Representative of the acceptance of the bid within 90 days after the bid date, Contractor agrees to guarantee the completion of this work as specified in the Contract Documents.

Firm License Number __________ Date Issued __________ Place of Issuance __________

(If Applicable)

Minority Business Enterprises:
The undersigned certifies that the Bidder:

_______ IS NOT a Certified Minority Business Enterprise.

_______ IS a Minority Business Enterprise (MBE), certified by the Maryland Department of Transportation, and assigned the following certification number: ________________________________

(Certification Number)
The undersigned affirms, and it is a condition precedent to acceptance of this bid, that the bidder has not been a party to any agreement to bid a fixed or uniform price.

**INDIVIDUAL PRINCIPAL**

| Firm Name: | 
| Address: | 
| Phone/Fax No.: | 
| E-mail Address: | 
| Federal Tax ID or Social Security No: | 

Witness: ___________________________  Signed: ___________________________

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**CO-PARTNERSHIP PRINCIPAL**

| Address: | 
| Phone/Fax No.: | 
| E-mail Address: | 
| Federal Tax ID or Social Security No: | 

In the Presence of

| Witness: | By: |  
| Witness: | By: |  
| Witness: | By: |  

Partner

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**CORPORATE PRINCIPAL**

| Name of Corporation: | 
| Address: | 
| Phone/Fax No.: | 
| E-mail Address: | 
| Federal Tax ID Number: | 

By: ___________________________

Signature of Officer or Authorized Agent
(Affix Corporate Seal)

| Printed Name: | 
| Title: |
Addendum #2
Scope of Work for Design Build Replacement of the Towson Center Elevator

1. Intent:

The intent of the project is to provide Design-Build ("DB") Contractor services to design and construct a new ADA compliant elevator cab to replace an existing, non ADA complaint, three stop hydraulic passenger elevator. The current elevator cab does not meet the current inside dimensional ADA requirements. New elevator cab shall meet the minimum dimensional requirements as outlined in ADA 407.4.1 “Elevator Car Dimensions, Minimum Dimensions”. Deconstruction and removal of the existing elevator cab is included in this scope.

2. Location:

The project site is the Towson Center located on the campus of Towson University and can be accessed from Auburn Drive.

3. Schedule:

a. Duration:
   i. It is the intent of the University to have the existing elevator taken out of service on or about June 17, 2019 and be returned to full operational with all new work accomplished no later than July 31, 2019.

b. Hours of Work:
   i. Monday through Friday 7:00am until 6pm
   ii. Saturdays/Sundays 9:00am until 6pm (with advanced permission by the university)

4. Design Deliverables:

The DB Contractor shall provide Towson University a schematic design submission, a 50% design submission and a 100% design submission for Towson University review and comment. After all submittals and comments from the TU Project Manager, the Contractor shall provide final design/submittal prior to ordering and fabricating the elevator.

5. DB Contractor Qualifications:

All design related to this project shall be performed by a licensed professional engineer with proven experience in the design of retrofit elevator systems. The DB Contractor shall be responsible for the complete design, construction and associated work and have proven successful experience in the build requirements of this contract. The DB Contractor shall have all necessary certifications and licenses required by jurisdictions having authority and regulatory agencies for this contract.

6. Testing:
The DB Contractor shall be responsible for providing independent third party inspections, tests, and other quality-control services as required by authorities having jurisdiction and necessary for a complete and functioning system. Inspection and testing services are required to verify compliance with requirements specified or indicated on the design documents.

7. Codes:

The installed elevator shall be current on all codes and statutory compliance requirements including current ADA requirements. The installed elevator must receive a “satisfactory” rating for all regulatory agencies having jurisdiction, including, but not limited to Maryland Department of Labor, Licensing and Regulations (DLLR). All work under this contract shall fully comply with all Elevator Safety and Renovation Code requirements under ASME A17.1 and A17.3.

8. Certifications:

The DB Contractor assumes all responsible for obtaining Maryland State Elevator Certificate for the completed elevator renovation.

9. Maintenance of Campus Operations:

This project is located in an occupied building that will remain in operation during this project schedule. The DB Contractor is responsible for establishing and setting up all required safe detours around the construction operations including but not limited to detour signage, barriers, etc. At no point shall any means of fire egress be blocked by the work performed by the DB Contractor.

10. Existing Conditions:

The DB Contractor shall be responsible for protecting existing conditions, including but not limited to, Masonite protection on the floor, wall protection near work, protecting existing elevator components not being replaced, etc. The DB Contractor shall be responsible to return the site to its original condition and is responsible to repair any damaged areas to its original condition. The DB Contractor shall be responsible to take pictures of the existing conditions of the site prior to work commencing. Contractor shall submit pictures for Towson University review and record.

11. Contractor Parking:

Parking for contractor vehicles is in the immediate vicinity of the project within the parking lots adjacent to the Towson Center. The loading dock for the building can be utilized for loading and unloading but cannot be used for parking. Usage of the loading dock must be coordinated with Towson University for coordination of scheduled deliveries to the University.

12. Contractor Staging:

Space for staging is limited. The DB Contractor shall coordinate any staging/storage of materials with Towson University. Staging shall be located in storage/mechanical rooms (Rooms 1099, 1100 and
1101) adjacent to the area of work on the lower level of the Towson Center. The DB Contractor will need to coordinated deliveries of materials “as needed” to limit the need for a staging area.

13. All work shall be done in a workmanlike manner to the satisfaction of Towson University.

14. Demolition:

   a. The DB Contractor shall carefully remove all existing parts and equipment necessary for the replacement and installation of the proposed components for the new elevator.
   b. The removed elevator parts and equipment shall become the property of the DB Contractor and shall be legally disposed of off the property of Towson University.

15. New work:

The DB Contractor shall replace the elevator cab in its entirety. Elevator shall meet all of the following requirements.

The existing elevator machine room, shall, at a minimum, have the following attributes:

   a. DB Contractor shall bring existing elevator machine room up to current code requirements.
   b. DB Contractor shall make the existing elevator machine room fire rated. This shall include, but not be limited to, upgrading the door with a fire rated door and enclosing or providing a fire damper at existing ventilation openings.
   c. DB Contractor shall provide environmental conditioning to meet the environmental requirements of the newly installed controller. Contractor shall provide a split system air conditioning unit to serve the elevator machine room. The air cooled condensing unit shall be wall mounted on the exterior of the building as indicated in the attached drawing.
   d. The existing elevator machine room is sprinklered. DB Contractor shall provide everything required to meet current Elevator Code for a sprinklered machine room.
   e. The fire alarm system for the elevator machine room shall be connected to the campus wide fire alarm system.
   f. All fire alarm work shall be by BFPE under the scope of the DB Contractor. BFPE contact information: Mark Reedy, phone 443-790-9772, email mreedy@bfpe.com.

The new elevator cab, shall, at a minimum, have the following attributes:

   g. New cab rating shall be largest possible car rating that fits within existing shaft. Cab rating shall, at a minimum, meet or exceed original car ratings of 2,500 lb. capacity and 125 fpm.
   h. New micro-processor controller.
Micro-processor controller shall connect to the existing Towson University Building Automation System (Automated Logic Corporation, Harrisburg, PA Branch Office) via native BacNet or BacNet over Ethernet.

i. New traveling cables with a minimum of 10% spare conductors.

j. The DB Contractor shall provide CAT-6 cable in traveling cables for cable car camera installation. Camera shall be supplied by Towson University.

k. Vandal resistant lanterns.

l. Landing position indicators with LED lighting located on each landing.

m. Hoistway access switches for shaft access.

n. Infrared door safety device.

o. Car roller guides.

p. Slowdown limit switches.

q. Car top inspection station.

r. Car leveling systems.

s. Car top safety railings as required.

t. Door gibs.

u. Hoistway screening as required.

v. Pit stop switches.

w. Car exhaust fan.

x. The DB Contractor shall replace all landing control buttons on each floor. Replace with stainless steel mounting fixtures on each level with correct signage etched onto new mounts. Use vandal resistant buttons. Insure buttons are installed at ADA height. Include Braille and fire pictographs.

y. Battery Power Lowering in event of a loss of power.

z. Vandal resistant components.

aa. Car operating panels shall be vandal resistant and include: emergency lighting and alarm, digital position indicator including directional arrows, hands free telephone, key operated stop switch, Braille signage, key operated independent fan and light switches, Fire Service System including signage permanently etched into stainless steel car stations.

bb. Replacement pit bumpers and any rusted steel located in pit.

cc. The DB Contractor to evaluate existing shaft rails to determine if the existing shaft rails can be reused. If not, it is the responsibility of the DB Contractor to include a price to design and replace/refurbish rails as required for operation of elevator.

dd. The DB Contractor shall paint all elevator related equipment as required including hoistway steel supports and mounting frames with industrial enamel paint. Any rusted steel on any parts shall be properly prepared and painted in accordance with manufacturer recommended procedures. Adequate coverage may be affected by the surfaces to be painted.

e. Upon completion of the renovation, the DB Contractor shall clean all related equipment in elevator machine rooms and elevator hoist ways.

The new elevator cab shall have the following finishes:
a. All finishes will be selected after award of the contract based on samples available from the contractor’s suppliers. DB contractor shall provide an 8 ½ “x 11” mockup of selected car finishes for final approval by owner.

b. Passenger Car Finishes:
   i. Textured 5 WL, 20-gauge stainless steel panels on (1) back wall and (2) side walls.
   ii. Handrail – Custom flat, satin stainless, 2” wide on rear wall and each sidewall.
   iii. Ceiling panels with new L.E.D. self-contained warm-white color screw-in light bulb fixtures. Ceiling panel finish to be satin stainless steel.
   iv. Install new seamless commercial grade vinyl flooring – To be selected based on samples.
   vi. All walls, returns, friezes, jambs and headers to be covered with brushed stainless steel. Any wall areas in view behind surface of the decorative panels will be covered with brushed stainless steel. Wall bases to be brushed stainless with ventilation slots.

c. Car front finish shall be brushed stainless steel.

d. Cover landing door jams on each floor with brushed 20-gauge, 316 stainless steel. Cut away any rusted portions of existing doorframes and fill with exterior grade backing material in order to halt existing frames from continuing to rust. Treat and paint any rusted areas of the existing frames before covering with stainless steel.

16. Warranty and Service Agreement:

   a. The DB Contractor shall warrant all work performed by their employees and subcontractors. The warranty period shall be for two (2) years from date of acceptance by Maryland’s DLLR Office and shall include all labor, parts and materials related to the design, built and installation of the new elevator cab.

   b. The warranty shall also include emergency service on a 24/7 basis including a mandatory required 2-hour response time. All emergency service costs shall be the sole responsibility of the DB Contractor where the Contractors materials, labor or design have caused the failure requiring said service.

   c. The DB Contractor will be responsible for all required manufacturers preventative maintenance and service during the warranty period. Routine service and any required testing shall be performed during normal University working hours as defined above in Section 3. Schedule

   d. All Manufacturer’s guarantees on materials and equipment of a longer duration than two (2) years shall be transferred to benefit Towson University.

   e. The DC Contractor shall provide Towson University a copy of all warranties.

17 Post Construction Deliverables:
a. The DB Contractor shall supply Towson University with any tools or equipment including any handheld and/or diagnostic equipment and software needed to adjust or service the controller or any equipment related to the elevator renovation shall be supplied by the DB contractor and become the property of Towson University.

b. The DB Contractor shall provide O&M Manuals with complete approved submittals, finishes, prints, wiring schematics and warranties. Provide two (2) bound paper copies and CD of O&M Manuals.

c. The DB Contractor shall provide copies of safety upgrades that are issued later for the life of the equipment.

d. The DB Contractor shall provide eight (8) complete sets of keys.