

**GREATER HARTFORD TRANSIT DISTRICT
GHTD RFQ #05-019
REPAIRS AT CAPITAL WORKFORCE SOUTH OFFICE SUITE**

**ADDENDUM #2
October 2, 2018**

The Request for Quotes (RFQ) is modified/clarified as set forth in this Addendum. The original RFQ Documents remain in full force and effect, except as modified/clarified by the Addenda, which is hereby made part of the RFQ. Respondent shall take this Addendum into consideration when preparing and submitting its proposal.

A Mandatory Pre-Proposal Conference was held at GHTD' Conference Room on September 28, 2018, for the purpose of clarifying the requirements outlined in GHTD RFQ #05-019. A walk-thru of the south office suite immediately followed the pre-proposal conference. The following individuals were in attendance: Kaz Behboudi (Vase Management), Matt Hoff (Banton Construction), Lindsey Rutka (Vanhorst), Al Saade (Royal Décor, LLC.), Ross Tine (General Builders, LLC.), Bob Zacks (Scholar Painting and Restoration), LaShaunda Drake (GHTD), DJ Gonzalez (GHTD), and Vicki Shotland (GHTD).

Proposals are due on October 9th at 2:30 p.m. at the District offices located at One Union Place, Hartford, CT.

The following requests for clarification were submitted during the meeting:

- 2. INQUIRY: Regarding the scheduling of work for this project, can you specify what the approved weekend and evening hours are? Is the building open twenty-four (24) hours?**

RESPONSE: Anytime during the weekend and for evenings after 4pm Monday-Friday. Yes, generally, the building is open twenty-four (24) hours and security is available with the following exceptions: the Great Hall area is closed to the public between 11-11:30pm and the Transportation Center areas are closed to the public from 1:30-4:30am. However, contractors are welcome to perform work during these "shut down" hours with prior approval from the Operations Administrator as security is on staff to let you in and out of the facility.

- 3. INQUIRY: Are there any plans available of the project site?**

RESPONSE: Yes. Please see Exhibit G in your RFQ packet for a layout of the project site.

- 4. INQUIRY: On the bid due date, where should we enter to drop off bids?**

RESPONSE: Bids can be dropped off to One Union Place, Hartford, CT 06103. There are two entrances into the GHTD office suite. The main entrance is at the north corner of the building (on the corner of Asylum and Church Street). Proceed to the glass enclosure and announce yourself to the staff at the front desk who will offer you assistance. You can also enter through the Spruce Street entrance. Proceed through the Transportation Center and

up to the first floor. Bear left when you reach the Great Hall and proceed through the double doors. Note: If you take the elevator up from the Transportation Center, the GHTD office suite will be directly to your left. Once you have arrived, please ring the bell for assistance and the receptionist will buzz you in. If you park in the Spruce Street lot, please bring us your ticket and we will validate it.

5. INQUIRY: Is there a bid bond requirement?

RESPONSE: No. There is not a bid bond requirement. However, please review the insurance requirements listed in the RFQ and be sure that you are in compliance with these requirements.

6. INQUIRY: Is there a dumpster and debris removal?

RESPONSE: Contractors will be responsible for their own debris removal and must provide their own dumpsters. The District will provide the staging area for the dumpsters.

7. INQUIRY: Is there storage available on site for equipment?

RESPONSE: Contractors are welcome to bring a small container for the storage of their equipment that we can store in the south lot. Should the Contractor decide to store equipment on the premises, the District is in no way liable for equipment that is stolen, damaged, etc.

8. INQUIRY: For Exhibit G, regarding the demolishing of the wall in the base bid, are there any sprinklers that will need to be included in the bid proposal (i.e. fire wall)?

RESPONSE: N/A. The wall requiring demolition was erected as a secondary wall to divide the existing rooms and therefore no sprinklers need to be included in the bid proposal.

9. INQUIRY: Should we haul equipment/materials up the stairwell or elevator? Is there an existing elevator pad? If not, if we put one in place will it solely be for the contractors use or all tenants in the building?

RESPONSE: Contractors can use whichever they prefer as long as the proper precautions are taken to protect the stairwell (including walls and railings) and elevator walls. When using the elevator to haul equipment and/or materials, the Contractor must adhere to all weight limitations. Contractor is at will to provide their own elevator pads, however, keep in mind that the elevators are utilized by all tenants in the building as well as the public.

10. INQUIRY: Is the District sales tax exempt?

RESPONSE: Yes. The District is sales tax exempt.

11. INQUIRY: Is the space we are to utilize for the loading and unloading of equipment/materials the same as where the dumpster is located?

RESPONSE: Contractors can utilize the space at the end of the bus bay area (bus bay #1) to load and unload equipment and materials.

12. INQUIRY: Are you replacing the electrical ceiling grids?

RESPONSE: No. There is no electrical work included in the base bid or add alternates. The District will be using the existing ceiling grids.

13. INQUIRY: How would the District like the cost for tiles broken out on the cost proposal? Is it by tile?

RESPONSE: The District would like the cost based on per office replacement. Additionally, Contractors should provide the per tile price in case any offices are not in need of total replacement (i.e. repurposing undamaged tiles from other office spaces).

14. INQUIRY: Are we removing the co-base since we are replacing the carpeting?

RESPONSE: Yes. Please remove and replace the co-base. Please include replacement cost in your cost proposal.

15. INQUIRY: Regarding the scope of work, are there any plans available that have the dimensions of the project space? If not, can we get the overall square footage of the office space?

RESPONSE: There is a total of 13,214 square feet of usable space, of which, 9,943 square feet is in the central space and 3,271 square feet is in the south wing. Additionally, please see Attachment 1 to Addendum 2 for the approximate measurements per office space.

16. INQUIRY: Will there be another time we can walk through again prior to the awarding of the bid?

RESPONSE: No. There will not be another walk through.

17. INQUIRY: Will the District consider the option of painting the tiles rather than replacing the tiles?

RESPONSE: No. Painting of tiles is not an option the District will consider at this time. Tiles must be repaired or replaced.

18. INQUIRY: Are doors and trim included as part of the painting scope?

RESPONSE: Yes. All door trim is to be freshly painted. In addition, the metal doors in the vestibule areas must also be painted.

19. INQUIRY: Is the Executive Director's office included regardless of what add alternates are selected?

RESPONSE: Work to be performed in the Executive Director's office would consist of carpeting; painting and ceiling tiles which are all add alternates of this project. Pricing should be factored accordingly as part of your cost proposal.

20. INQUIRY: Are we to use the same color paint for all wall surfaces?

RESPONSE: Yes. All wall surfaces should be painted the same color; however, the trim can be painted an offset color.

21. INQUIRY: In the vestibule areas, are we also to paint the ceilings or just the walls?

RESPONSE: No. Only the walls, metal doors and trim are to be painted in the vestibule areas.

22. INQUIRY: Can you provide the measurements of the ceiling tiles for replacement purposes?

RESPONSE: Please see Attachment 1 to Addendum 2 for the approximate measurements per office space.