



Office of the Vice President  
and Chief Financial Officer  
Procurement Services  
<https://procurement.ufl.edu/>

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March 24, 2020

**ADDENDUM NUMBER 1 ON INVITATION TO BID ITB20DB-137**

**TITLE: Window Replacement – Riker Hall**

**Mandatory pre-bid meeting** was held at the site on March 16, 2020 at 10:00 AM for Lots 2 and 3. **Bid opening** will be held April 3, 2020 at 3:00 PM in UF Procurement Services, 971 Elmore Drive, Gainesville, FL 32611.

This addendum shall be considered part of the Contract Documents for the above-mentioned project as though it had been issued at the same time and incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original Contract documents, this addendum shall govern and take precedence. Bidders are hereby notified that they shall acknowledge receipt of the addendum.

**This addendum consists of:**

1. Change to submission instructions.
2. Responses to vendor’s questions that were due before 5:00 PM on March 19, 2020.

Regards,

*Nicola Heredia*

Nicola Heredia  
Director, Procurement Services

**PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM 1 AND RETURN WITH YOUR BID. FAILURE TO ACKNOWLEDGE THIS ADDENDUM COULD CONSTITUTE REJECTION OF YOUR BID.**

\_\_\_\_\_  
VENDOR NAME

\_\_\_\_\_  
VENDOR ADDRESS

\_\_\_\_\_  
SIGNATURE

## Change to Submission Instructions

Due to the current COVID-19 pandemic situation, the University of Florida will be accepting proposal submissions by email for this solicitation.

An email submission must be made in lieu of paper copies. These emails will not be opened prior to the published deadline of April 3, 2020 at 3pm. Any submissions received after this time will not be accepted.

Submissions should be sent to [procurement@ufl.edu](mailto:procurement@ufl.edu)

Copied to [nheredia@ufl.edu](mailto:nheredia@ufl.edu) and [dberrier@ufl.edu](mailto:dberrier@ufl.edu)

To ensure all submissions are received and avoid potential email delays, if possible, do not wait until the deadline to submit your proposals. The proposal submission format should follow that as outlined in the original ITB document, Non-Technical Specifications (5), and include the Price page and Attestation of Principle Place of Business and a reference to which lots are being responded to.

Lot 1 – Windows only

Lot 2 – Installation

Lot 3 – Windows and Installation

## Answers to Questions Submitted

Q1. Will this project be run by a general contractor or is UF wanting to contract directly with the window manufacturer and window installer? I recommend using a GC so they are responsible for dumpsters, portalets, construction trailer, conex storage, temp fencing, interior finish work, etc.

**A1. A GC is required for Lot 2 and 3 of this project due to the permitting requirements for the project. The GC will work for DHRE directly.**

Q2. You mentioned a start date of May 4<sup>th</sup>. Is that the day the window removal will begin or are you expecting window installation to begin that day?

**A2. This is the date that the furniture removal will start as well as the window removal.**

Q3. Window removal and remediation is not in this scope, can you confirm that the remediation contractor will be cutting back the drywall/plaster/sills at interior so the openings are ready for framing?

**A3. UF can confirm that remediation contractor will be cutting back and the openings will be ready for framing**

Q4. Will the remediation contractor be responsible for sealing off window openings temporarily until the framing and window install can begin?

**A4. UF does not require any temporary sealing of windows**

Q5. Please confirm that the window installer will be responsible for the framing/bucking of the openings after the windows are removed by others.

**A5. UF can confirm that the window installer will be responsible for the framing/bucking of the openings.**

Q6. Will the existing openings be adequately demolished (prior to install) to allow for a direct window installation according to the details shown in the construction documents?

**A6. It will be the responsibility of the contractor installing the bucks to make sure that the window opening will be ready for window installation.**

Q7. Can framing begin shortly after remediation begins and a few days to a week before window installation begins?

**A7. Framing can begin as soon as clearance is received from the remediator.**

Q8. Who is supplying lumber? GC, owner, framing contractor?

**A8. Selected Installer.**

Q9. Please confirm if there are two (2) vent openings to be installed as shown in note #3 on sheet A102. The detail on sheet A201 seems to denote there is only 1 new vent opening installed.

**A9. There is only 1 vent penetration to be made in the wall. Contractor shall install a new vent hood with damper, as noted.**

Q10. The plans call for stainless fasteners on all interior framing. Since this framing is not exposed to the exterior, can hot dipped galvanized be used to save \$? Exterior fasteners could still be SS.

**A10. There should be no hot dipped fasteners, all fasteners should be as per the specifications.**

Q11. What will be the extent of repair for interior finishes? Should a project allowance be determined for interior repairs to drywall/painting/etc. to provide comparable bidding results?

**A11. No allowance will be given. Existing interior finishes on jambs, sills and heads shall be completely removed back to the vertical face of the wall in which the opening is located, as indicated on the drawings. The Contractor is responsible for repairing all damage caused by this work, to existing finishes that are to remain. The contractor shall install new head, jamb and sill finishes, as indicated on the drawings. The Contractor is urged to review all openings within the project scope to make an accurate determination of the extent of work that will be required to return the openings to a finished state, prior to bidding.**

Q12. Note #7 on sheet A104 mentions maintaining/repairing trash chute enclosure following window removal. Should we assume this excludes existing conditions and only denotes repairing damages that are incurred as a result of direct construction activities?

**A12. Existing conditions are excluded. Repair damage caused by this work.**

Q13. Are the window grills to be grills between the glass or applied SDL grills? (grills between the glass are less money and easier to clean).

**A13. Grills should be between the glass.**

Q14. There was one location on the East side of the building where a few azaleas will need to be removed for a man lift to access area. Will UF provide removal and replanting of this small area?

**A14. No, it's the installers responsibility.**

Q15. In the meeting it was mentioned that we would be working on a per Floor schedule and starting at the top. It is the opinion of my window installer that the job would move quicker if we replaced windows per elevation (per each side of the building). If you do it per floor, a lot of time will be spent moving the manlift to get to all sides of the building.

**A15. The installation must be done per floor due to window removal, furniture put back and floor cleaning.**

Q16. Framing contractor will need an area set aside for doing millwork.

**A16. An area will be set aside, outside of the building.**

Q17. Can you send out the pre-bid meeting sign in sheet?

**A17. This can be found on the website. <https://procurement.ufl.edu/vendors/schedule-of-bids/>**