

**ADDENDUM 1**

**Harriman Back Tax Properties Demolition  
Harriman, Tennessee  
Bid Number: 2015-40/101**

**S&ME PROJECT NO. 1437-15-013A**

Owner:  
**Roane County Purchasing Department  
200 East Race Street  
Kingston, TN 37763**

**ISSUED: May 29, 2015**

**Prepared by:**



S&ME, Inc.  
1413 Topside Road  
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## **ADDENDUM 1**

**Roane County Purchasing Department  
200 East Race Street  
Kingston, TN 37763  
May 29, 2015**

1. See the following attachments concerning the pre-bid meeting held on May 22, 2015 for the referenced project.
  - A copy of the Pre-bid Meeting Minutes
  - A copy of the Sign-In Sheet from the pre bid meeting.

## **PRE-BID MEETING MINUTES**

# Pre-Bid Meeting Minutes

Pre-Bid Meeting: Harriman Back Tax Properties Demolition		
5.22.2015	10:00 AM	519, 523 N. Roane St., Harriman, TN
<b>Procurement Official</b>	Lynn Farnham, Roane County Purchasing Agent	
<b>Project Manager</b>	Rick Bruce, S&ME, Inc.	
<b>Project Engineer</b>	Ken Barry, S&ME, Inc.; Represented by Brent Wood	
<b>Industrial Hygienist</b>	Emmy Buckingham, S&ME, Inc.	
<b>Attendees</b>	See attached sign-up sheet	
Project Specifics		
Presented by Rick Bruce		
<b>Discussion</b>		
Mr. Bruce started the meeting at 10:00 with representatives of Roane County, HUB, City of Harriman, S&ME, and bidding contractors present. Mr. Bruce discussed the project description, the schedule for completion (75 days), bid form specifics, active facilities and roadways near the site, and project specifics. The agenda discussed is attached hereto. Question and answer discussion followed. Meeting was adjourned at 11:45 AM. A sign-up sheet of persons attending was given to Ms. Farnham and is attached hereto.		
No. 1 Question Posed by Bidders		
Will temporary power be available from HUB?		
<b>Discussion</b>		
Possibilities exist to provide temporary power. The power that exists now across the street is three phase power. Possibilities exist to provide temporary power to the site during demolition. The overhead power lines, transformers, and poles across Devonia Street to the northwest cannot be damaged during demolition as they are hot.		
<b>Conclusions</b>	Contact HUB before beginning demolition to schedule and execute temporary power requirements.	
Action Items	Person Responsible	Deadline
Provide contractor with contact information for HUB	Lynn Farnham	June 4, 2015
No. 2 Question Posed by Bidders		
Can we expand the deadline for questions to allow a full 72 hours for an answer?		
<b>Discussion</b>	yes	
<b>Conclusions</b>	Deadline for questions is changed to June 1, 2015 at 2:00 p.m. EDT.	
Action Items	Person Responsible	Deadline
Answer questions by June 5.	Rick Bruce	June 1, 2015
No. 3 Question Posed by Bidders		
Will there be weather related delays built in to the 75 day finish time?		
<b>Discussion</b>	yes	
<b>Conclusions</b>		
We will reference the AIA-101 standard for this zone to calculate allowable weather days based on the average number of rain days for this season and this zone.		
Action Items	Person Responsible	Deadline
Calculate and add average number of rain days to finish deadline	Lee Maines	Start of demo
No. 4 Question Posed by Bidders		
What is the average turnaround time for S&ME to review preconstruction submittals?		
<b>Discussion</b>		
The extent of deficiencies in the preconstruction submittals will determine the turnaround time for their review of the preconstruction submittal package. Ideally, the turnaround time for the review of a perfect preconstruction submittal will be two business days.		
<b>Conclusions</b>	Submit preconstruction submittal packages in a timely manner so they can be reviewed as soon as possible.	
Action Items	Person Responsible	Deadline
Review bid submittal packages	Rick Bruce	2-5 bus. days

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<b>No. 5 Question Posed by Bidders</b>			
What is the average turnaround time for S&ME to review completion reports at the conclusion of demolition?			
<b>Discussion</b>			
The extent of deficiencies in the completion reports will determine the turnaround time for the review of the completion reports. Ideally, the turnaround time for the review of a perfect completion report will be three to five business days.			
<b>Conclusions</b>		Submit completion reports in a timely manner so they can be reviewed as soon as possible.	
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Review completion reports		Rick Bruce	3-5 bus. days
<b>No. 6 Question Posed by Bidders</b>			
Will you accept electronic copies of pre-construction submittal packages and completion reports?			
<b>Discussion</b>			
Yes. A follow up hard copy will be required for the project file, however to save time of review S&ME will accept electronic versions of submittals and reports.			
<b>Conclusions</b>		Submit reports to Rick Bruce via email rbruce@smeinc.com	
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Review reports		Rick Bruce	3-5 bus. days
<b>No. 7 Question Posed by Bidders</b>			
Who is the structural engineer for the project responsible for the stabilization of the retaining wall (i.e., basement walls)?			
<b>Discussion</b>		S&ME has prepared a design for the final stabilization of the basement walls that will remain after the demolition.	
<b>Conclusions</b>			
S&ME is revising the final stabilization design to allow some of the existing basement slab to remain after demolition. The Contractor must still provide the services of a structural engineer to evaluate maintaining structural integrity during the demolition process and to integrate the post-demolition stabilization into their demolition approach.			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Revise and issue bid documents to reflect integration of the post-demolition design with the contractor's demolition approach.		Rick Bruce	June 2, 2015.
<b>No. 8 Question Posed by Bidders</b>			
Is the concrete slab included in the demolition?			
<b>Discussion</b>			
Yes. The concrete slab is to be removed as indicated in the drawings.			
<b>Conclusions</b>		The limits of demolition and sequence for the slab demolition will be indicated in revised drawings.	
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Revise and issue demolition drawings.		Rick Bruce	June 2, 2015
<b>No. 9 Question Posed by Bidders</b>			
Will the bid date be extended to allow for the review of addendum statements?			
<b>Discussion</b>		Yes	
<b>Conclusions</b>		We will extend the bid date to June 11 <sup>th</sup> at 2:00 PM EDT. No bids will be accepted after this time.	
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Submit bid proposal packages.		Bidding Contractors	June 11, 2015

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<b>No. 10 Question Posed by Bidders</b>			
Will S&ME visit the origin of fill material to collect and test proctors or is that the responsibility of the general contractor?			
<b>Discussion</b>			
S&ME will visit the origin of fill material site to collect soil to establish proctors given the site is within a reasonable distance to the demolition site. A reasonable distance is within 50 miles of the demolition site.			
<b>Conclusions</b>		Depending on the distance, S&ME will visit the fill material origin site to collect proctors.	
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Collect fill material for proctors if distance is not greater than 50 miles.		S&ME representative	Five working days prior to commencing fill placement
<b>No. 11 Question Posed by Bidders</b>			
Was topsoil coverage discussed?			
<b>Discussion</b>			
As stated in the work plan, the topsoil coverage will need to be a minimum of 4 inches, covered with straw and seeded with seed appropriate to the zone.			
<b>Conclusions</b>		General contractor must cover the site with topsoil, seed and mulch upon completion.	
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Cover finished site with topsoil, seed and mulch.		General Contractor	End of Demo
<b>No. 12 Question Posed by Bidders</b>			
Does the contractor bidding need to be an asbestos abatement contractor as well or can that work be sub-contracted?			
<b>Discussion</b>			
The work plan states that only the primary general contractor can perform the asbestos abatement work. The bidding will be opened up to general contractors with the option to sub-contract asbestos abatement work. Roane County representatives agreed that they will allow the asbestos abatement to be sub-contracted under the General Contractor as they would like a broader base of bidders.			
<b>Conclusions</b>			
An addendum will be issued to the work plan to include the allowance of the general contractor to hire one sub-contractor to perform the asbestos and hazardous materials abatement prior to demolition.			
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Issue addendum		Rick Bruce	June 1, 2015
<b>No. 13 Question Posed by Bidders</b>			
How will utilities be capped?			
<b>Discussion</b>			
HUB will assist in capping utilities. Concerns with the site include one water meter that was potentially concreted over following the fire. The meter was not able to be located. HUB will assist in locating the meter. Another concern is the location of an 8 inch cast iron water main southeast of the site on N. Roane Street located 6 feet from the sidewalk. If debris is dropped on the main, it will cause the water line to break as it is already fragile and flood the site. Please take caution. Utilities will be capped with Fernco-type fitting or other mechanical plug.			
<b>Conclusions</b>		Contact HUB for inspection and clarification prior to capping utilities.	
<b>Action Items</b>		<b>Person Responsible</b>	<b>Deadline</b>
Provide contact information to General Contractor for HUB		Lynn Farnham	Start of Demo
<b>No. 14 Question Posed by Bidders</b>			
What is the award date for the project?			
<b>Discussion</b>			
There is an issue with the former property owner concerning personal property inside the building. There may be a hearing with the former property owner on July 2, 2015. If that is the case, the bid will be awarded following the hearing. If there is no case, the bid date will be determined by Roane County			
<b>Conclusions</b>		Bid will be awarded after issues are resolved with former property owner	

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Action Items	Person Responsible	Deadline
Award Bid	Roane County	TBD
<b>No. 15 Question Posed by Bidders</b>		
Will the General Contractor be responsible for the expense of any permits required by Roane County as this is a government owned Job?		
<b>Discussion</b>		
No. Maria Nelson, Building Inspector with the City of Harriman is the person responsible for reviewing and issuing permits.		
<b>Conclusions</b>	Contact Ms. Nelson to obtain permits required for demolition	
Action Items	Person Responsible	Deadline
Provide contact information to General Contractor for Maria Nelson	Lynn Farnham	Start of Demo
<b>No. 16 Question Posed by Bidders</b>		
After the removal of the concrete pad, what are the compaction requirements for the soil underneath? If the soil under the concrete slab cannot meet compaction requirements, is that a change of contract?		
<b>Discussion</b>	The soil underneath the pad is currently unclassified excavation.	
<b>Conclusions</b>	The Site Preparation section of the General Notes on the Site Grading Plan (Drawing No. 3) states that the "...subgrade shall be observed by an S&ME Geotechnical Engineer, or qualified representative, to evaluate the stability of the near surface soils for fill placement. Areas judged to perform unsatisfactorily should be remediated at the Geotechnical Engineer's direction." Further, Section 4.0.3 (d) 1 states that "Unsuitable or unsatisfactory materials shall be removed to a depth not less than 2 feet below subgrade in cut sections and areas upon which embankments are to be placed." Therefore, an undercut of 2 feet may be required in areas where the exposed subgrade soils are deemed unsuitable for fill placement by S&ME at the time of construction. The Contractor should include any anticipated remediation costs in their bid as they see fit. There will not be a change of contract for any required subgrade remediation.	
Action Items	Person Responsible	Deadline
N/A	N/A	N/A
<b>No. 17 Question Posed by Bidders</b>		
What is the frequency of compaction testing?		
<b>Discussion</b>		
As stated in the project manual, the compaction testing must be performed at least once per lift. S&ME is the responsible party for testing. Roane County is the responsible party for paying for testing.		
<b>Conclusions</b>	Perform compaction testing at least once per lift.	
Action Items	Person Responsible	Deadline
Provide compaction testing during demolition	S&ME	During Demo
<b>No. 18 Question Posed by Bidders</b>		
Is the roofing considered asbestos containing?		
<b>Discussion</b>		
The roofing was not tested during the asbestos survey due to safety restrictions. Due to the age of the building, the roof is assumed to contain asbestos containing materials. The roof must be removed in accordance with state and local guidelines on asbestos roofing materials.		
<b>Conclusions</b>	Roofing is considered ACM	
Action Items	Person Responsible	Deadline
Remove roofing material as ACM	General Contractor	Prior to Demo
<b>No. 19 Question Posed by Bidders</b>		
Can we rely on the quantities of Asbestos Containing Materials in the S&ME asbestos inspection report?		
<b>Discussion</b>		
The general contractor and abatement contractor are responsible for obtaining their own quantities of asbestos containing materials they propose to remove from the building. Safety concerns within the building limited the area of inspection.		
<b>Conclusions</b>	General contractor is responsible for confirming quantities of asbestos in the building	

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Action Items	Person Responsible	Deadline
Provide quantities of asbestos containing materials to be removed	General Contractor	Prior to Demo

Other items discussed:

- Qualify the subcontractor agreement in the addendum
- Put restrictions on subcontractors and that they must be directly employed by the general. Make sure licensing is applicable to the project and state.
- General Superintendent on the project cannot change without written permission of the building owner.
- The Tennessee Department of Environment and Conservation, Division of Air Pollution Control (APC) requires the abatement of asbestos containing materials be performed prior to demolition of a commercial or business structure. In a partially damaged building, APC will allow the damaged portion of the building to be demolished along with asbestos containing materials. For the remaining portions of the building, TDEC requires the abatement of the asbestos containing materials, prior to demolition of the structure. The regulated asbestos containing materials must be disposed in a permitted landfill approved to receive asbestos.



**PRE BID MEETING SIGN-IN SHEET**