

**DOCUMENT 00 91 01
ADDENDUM NO. 1**

PROJECT: 2024 Anthony, Hopper and Kahla MS Renovations
BID DATE: **Tuesday, January 21, 2025 (no Change)**
FROM: Carolina Weitzman, A.I.A.
Natex Corporation Architects
447 Heights Blvd, Houston, TX 77007
TO: **Prospective Bidders**

This Addendum forms a part of the Bidding Documents and will be incorporated into Contract Documents. Insofar as the Project Manual or Drawings or both are inconsistent, this Addendum governs. Acknowledge receipt of the Addendum by inserting its number into the Proposal Form. **FAILURE TO DO SO WILL SUBJECT BID TO DISQUALIFICATION.**

PART 1 CHANGES TO PROJECT MANUAL

1. Replace document 01 36 13 Renovation Project Procedures with one attached.

PART 2 CHANGES TO DRAWINGS

N/A

PART 3 CLARIFICATIONS

Q: What is the status of the permits?

A: Harris county has already done first review with minimal comments. Drawing in for final review.

PART 4 Pre-Proposal Conference & Site Visit

1. Attached is Pre proposal conference agenda and sign in sheets.
2. Attached is sign in sheet for site visit.

END OF ADDENDUM NO. 1

APPROVED FOR ISSUE:


By M. Carolina Weitzman, principal, NATEX Architects

END OF DOCUMENT

Total No. of Pages to Addendum No.1: 10 pages.

**ADDENDUM NO. 1
00 91 01-1
01-14-2025**

SECTION 01 36 13

RENOVATION PROJECT PROCEDURES

CONDITIONS OF THE CONTRACT AND DIVISION 1, as applicable, apply to this Section.

PART 1 - GENERAL

1.1 REQUIREMENTS INCLUDED

- A. This Section contains general provisions and requirements pertaining to all remodeling, removal, and relocation of Work in the existing building and becomes a part of each Section and Division performing remodeling, removal and relocation Work for this Project with the same force and effect as if written in full therein.
- B. Take all necessary precautions to keep students and other trespassers out of the Work areas. Secure Work areas from entry when Work is not in progress.
- C. Perform all alterations, remodeling, demolition, removal and relocation of Work in strict accordance with Owner's instructions and applicable Federal, State and local health and safety standards, codes and ordinances. Where conflicts occur, the more restrictive requirement shall govern.
- D. Refer to section 01 71 50 Preventive Housekeeping and Final Carpet Cleaning.

1.2 RELATED WORK

- A. Section 02 41 01 - Demolition

1.3 EXISTING CONDITIONS

- A. Obvious existing conditions, installations and obstructions affecting the Work shall be taken into consideration as necessary Work to be done, the same as though they were completely shown or described.
- B. Items of existing construction indicated to remain upon completion of the Contract, but which require removal to complete the Work, shall be carefully removed and replaced as required. The replaced Work shall match its condition at the start of the Work unless otherwise required.
- C. Visit the site to determine by inspection all existing conditions, including access to the site, the nature of structures, objects and materials to be encountered, and all other facts concerning or affecting the Work. Information on the Drawings showing existing conditions does not constitute a guarantee that other items may not be found or encountered.
- D. Utilities: Do not interrupt existing utilities serving occupied or used facilities, except when authorized by the Architect/Owner in writing two (2) weeks in advance. Provide temporary services during interruptions to existing utilities.

PART 2 - PRODUCTS

2.1 SALVAGED MATERIALS

- A. The Owner reserves the right of first refusal on all salvage items. Remove remaining items from the site as Work progresses. Storage or sale of items on site is not permitted. Burning or burying of removed materials on site is not permitted.

- B. Store salvaged items in a dry, secure place on site.
- C. Salvaged items not required for use in repair of existing Work shall remain the property of the Owner.
- D. Do not incorporate salvaged or used material in new construction except where specified in the Contract Documents

2.2 PRODUCTS FOR PATCHING, EXTENDING AND MATCHING

- A. Contract Documents do not define products or standards of workmanship present in existing construction. Determine products by inspection and by use of the existing. Provide same or similar quality products or types of construction as that in existing structure when needed to patch or extend existing Work.
- B. If reasonably matching products are not obtainable, improve appearance by minor relocating of some existing products and grouping new ones in some pattern arranged by the Architect.

PART 3 - EXECUTION

3.1 PROTECTION OF WORK TO REMAIN

- A. Protect existing Work from damage. Use barricades, tarpaulins, temporary walls, plywood, planking, masking, or other suitable means and methods as approved by the Architect.
- B. If Work to remain in place is damaged, restore to original condition at no additional cost to the Owner.
- C. Concealed Conditions: If conditions cause changes in the Work from requirements of the Contract Documents, the Contract Sum will be adjusted in accordance with the General Conditions.

3.2 PROCEDURES

- A. Refinishing At Removed Work: Cut below surface of substrate materials and patch over area of removal with finish materials so removal is not apparent.
- B. Remove and replace existing ceilings, and cut, patch, or replace existing walls, partitions and floors as may be necessary for access to valves, piping, conduit and tubing by mechanical and electrical trades as directed and approved by the Architect, and performed by the appropriate subcontractor for the Work involved, or by other properly qualified subcontractors.
- C. Patch and extend existing Work using skilled mechanics who are capable of matching existing quality and workmanship. Quality of patched or extended Work shall be not less than that specified for new Work.
- D. Cutting:
 - 1. Concrete and Masonry: Saw cut where feasible.
 - 2. Plaster: Cut back to sound plaster on straight lines, and back-bevel edges of remaining plaster. Trim and prepare existing lath for tying of new lath.
 - 3. Woodwork: Cut back to a joint or panel line. Undamaged removed materials may be reused.
 - 4. Resilient Tiles: Remove in whole units to natural breaking points or straight joint lines with no damaged or defective existing tiles remaining where joining new construction.
 - 5. Salvaged Materials: Carefully remove to avoid damage, thoroughly clean and reinstall as indicated, or as directed.

6. Doors: Remove in such a manner as to facilitate filling in of openings or installation of new Work, as required by Drawings. **Refer to Finish Hardware Section for specific requirements for salvage of existing finish hardware.** Provide construction cores as required to maintain security and access control.
 7. Structural Elements: Remove only as shown on the Structural Drawings. If not specifically shown, but removal is required, perform such removal or alteration only upon written approval of the Architect. Do not damage or alter any structural element of the existing building.
- E. Patching:
1. Match existing Work where possible; if unavailable, use salvage material for patching and provide totally new material in areas where salvage has been removed; consult with the Architect concerning locations for salvaging materials.
 2. Repairs or continuations of existing Work shall be relatively imperceptible in the finished Work when viewed under finished lighting conditions from a distance of six (6) feet.
 3. Patching, Repairing and Finishing of Existing Work: Perform in compliance with the applicable requirements of the Specification Section covering the Work to be performed and the requirement of this Section.
- F. Erect scaffolding as necessary to gain access to the various parts of the Work. Provide structurally sound, rigidly braced and properly constructed scaffolding, shoring, and bracing as necessary to positively protect the affected elements and building, and to support the activities or workmen and loads. Design and construction of scaffolds and supports shall be in accordance with applicable safety regulations. Material used shall be adequate to support anticipated loads with a properly calculated margin of safety.
- G. Noise Producing Equipment: Minimize use of noise producing equipment. Limit excessive noise to periods of vacancy or provide sound control. Arrange schedules in advance with the Architect and Owner.

3.3 EXISTING FURNITURE AND EQUIPMENT

- A. Owner Salvaged Items: Personal items in areas subject to remodeling will be removed by Owner before construction in those areas commences. Contractor shall notify Owner if any personal items remain; Owner shall remove such items.
- B. Furniture Items - Renovation: Contractor shall be responsible for any furniture relocation, storage, and move-back necessary to complete scope of work. Contractor to coordinate activities with Owner. Contractor is solely responsible for protecting furniture and equipment and is therefore solely responsible for any damage to said items and ensuing costs in restoring damaged items to same condition or replacing lost or damaged items beyond repair, unless specified as an allowance (Section 01 21 00).

3.4 PAINTING

- A. Preparation: Prepare patched areas as required for new Work. Wash existing painted surfaces with neutral soap or detergent, thoroughly rinse, and sand when dry.
- B. Painting and Finishing: Conform to the applicable provisions of the Painting Section. Prepare bare areas and patches in existing painted surfaces with specified primer and intermediate coats, sanded smooth and flush with adjoining surfaces.

3.5 DISPOSAL OF DEBRIS

- A. Remove daily material, debris and rubbish resulting from Work of this Section from the building and site as it accumulates. Keep all areas of Work in “broom clean” condition as the Work progresses.

3.6 JOB SUPERINTENDENT

- A. If renovation project includes Work at more than one site, Contractor shall have supervision at all sites as follows:

Anthony, Hopper & Kahla MS shall have at least one full-time Superintendent.

Anthony, Hopper & Kahla MS shall have at least one full-time Assistant Superintendent.

3.7 FINAL CLEANING

- A. At completion of renovation and remodeling Work in each area, provide final cleaning of all surfaces and return all areas affected by construction to a condition suitable for use by the Owner. Final cleaning shall include dusting of all surfaces; thorough cleaning of all surfaces including the removal of smudges, marks, stains, fingerprints, soil, dirt, paint spots, lint, discolorations, and other foreign materials; vacuuming of carpets; cleaning of all new carpeting by manufacturer-approved contractor; wet-mop cleaning of tile, and waxing of VCT, terrazzo surfaces per CFISD-approved methods. Refer to section 01 71 50 for Preventive Housekeeping and Final Carpet Cleaning.

END OF SECTION



NATEX
CORPORATION
ARCHITECTS

447 Heights Blvd, Houston, TX 77007
Telephone: (713) 975-9525



3701 Kirby Drive, Suite 988, Houston, TX 77098
Tel: 225-387-4414

PRE-PROPOSAL CONFERENCE
January 10, 2025
AGENDA

Project: Cy-Fair ISD- 2024 Anthony, Hopper and Kahla MS Renovations
Proposal Date: Tuesday, January 21, 2025
Proposal Time: 2:00 PM Base, 3:00 pm Alternates
Proposal Location: CFISD Facilities, Planning & Construction
11430-B Perry Road, Houston, TX 77064
CFISD Proposal No: 24-02-5750R-RFP

- I. Introduction to Bidders-project overall scope
- II. Changes

Any changes arising out of questions requiring interpretation, clarification, or correction to the Bid Documents will be made by Addendum.

- III. Instructions to Proposers: Document AB
 - a. Qualifications Statements:
 - i. AIA Document A305- **due by five (5:00 p.m.) Tuesday, January 14, 2025**
 - ii. Digital version to be submitted to carolina@natexarchitects.com
 - iii. Submission of References of Evaluation. **Provide phone numbers and email addresses of 3 different clients.**
 - iv. Pre-qualification of sub-contractors and suppliers are as directed in individual specification sections.
 - b. For questions during the proposal, submit form in Section AM no later than **5 pm Wednesday, January 15, 2025** . **Note Questions should be emailed to Wendy Lee at wlee@cparch.com with copy to Carolina Weitzman at carolina@natexarchitects.com**
 - c. Performance and Payment Bond- Use forms BB & BC
 - d. Prevailing Wage Rates- Refer to CB Supplementary conditions.
 - e. Insurance requirements- Section BD.

- IV. Proposal Forms:
 - a. Submit Base Proposal Form AC in Duplicate in sealed envelope.
 - b. Items to be submitted with Proposals:
 - i. From AD Proposal Bond
 - ii. Form AE Felony Conviction Notification
 - iii. Form AG Proposal Evaluation Waiver
 - iv. Form AH Affidavit of Non-Discriminatory Employment
 - v. Section AN Conflict of Interest Questionnaire
 - c. Items to be Submitted with Alternate Proposal:
 - i. Form AC Alternates Form
 - ii. Resumes of Proposed Project Manager and Project Superintendent

- iii. Form AF List of Subcontractors
- iv. Section 01 35 23 and 01 35 23.1 Special Owner Requirements Notarized

d. Proposals must be "Time Stamped" in room 129AB.

- V. Submission of Post Proposal Information-**Due Wednesday, January 22, 2025 at 5 pm (to NATEX's Office-can be digital format emailed by deadline.)**
 - a. Bar-chart schedule including major milestone dates- substantial completion
 - b. Proposed management concept for the project
 - c. Statement of all work to be self-performed by the Offeror
 - d. Complete and Fully executed contractor qualification statement for AIA A305 for each subcontractor named on the form AF List of Subcontractors.
 - e. Any Value Engineering items of interest to Owner.
- VI. Submission of Additional Post Proposal information
 - a. Certification of Criminal History Record Information (Form AP). Due within 10 days after receipt of NTP.
 - b. Performance Bond, Payment Bond and Certificates of Insurance within 10 days after notification of award.
- VII. Allowances: As scheduled in 01 21 00- Include in base proposal. (To be sent via addendum)
- VIII. Unit Prices: As shown in Proposal form and 01 22 00.
- IX. Construction Schedule
 - a. NTP after **Board approval anticipated for February 2025. Notice to Proceed anticipated soon after Board Approval.**
 - b. Work under this contract will be **Substantially Complete no later than July 26, 2026. Please refer to Summary of Work for general phasing requirements.**
 - c. Owner will accept the work prior as long as it does not interfere with school operations.
- X. Temporary Facilities
 - a. Use of existing facilities.
 - b. Job Trailer
 - c. Sanitary facilities
 - d. Storage
- XI. Miscellaneous Items
 - a. Walk thru of the schools will be conducted right after this meeting starting. Contractors are encouraged to attend walk thru. If not attend today Contractors will need to walk the schools after school hours prior to Bid time.
 - b. Links for available As-built drawings and the link to Multivista for extensive existing condition photographs will be emailed to all attendees and planholders. This will also be incorporated into the next Addendum.
 - c. We consider the Basis of Design materials indicated in the drawings and specifications to be the materials that the contractor will bid. If contractor plans to use another approved manufacture listed that is not the Basis of Design material, please submit a substitution request during bidding. Substitutions will not be accepted after. Materials have been selected for Basis of Design based on multiple requirements including specific colors, finishes and manufacturer to be used.

END OF AGENDA

