



**OFFICE OF PROCUREMENT SERVICES
2039 KENNEDY BOULEVARD
JERSEY CITY, NEW JERSEY
TELEPHONE NO. (201) 200-3159
FAX NO. (201) 200-3238**

ADDENDUM No. 1

FOR

Nursing Education Center

RFP 17-024

Date: December 13, 2017

Addendum is issued for the purpose of amending, revising and clarifying certain requirements of the Contract Documents, such requirements are hereby made part of said Documents as though they were originally included (or excluded) as indicated herein. All bidders shall be guided accordingly.

THE PURPOSE OF THIS ADDENDUM IS TO CHANGE THE FOLLOWING ITEMS:

Contract Document Clarifications, Modifications, and/or Attachments:

1. Attached is an addendum acknowledgement form to be filled out and e-mailed back as noted on the form.
2. Attached are the meeting minutes and sign-in sheet from the prebid meeting and site inspection.
3. The existing fire alarm system in the building is Simplex 4100U panel located in the fire command center on the ground floor. This was shown and reviewed at the prebid meeting field inspection. The Simplex vendor contact information is as follows: Humberto Bringas (973) 664-2523 hbringas@simplexgrinnell.com
4. The building control system is Andover and Tri-M is the University vendor that maintains the systems. The contact at Tri-M is Rob Koenig (610) 444-1000 ext. 353 rkoenig@tri-mgroup.com
5. Demolition Key Note # 4 shall be amended to include this additional sentence: "Patch portions of remaining exposed walls as required to receive scheduled finishes".
6. Attached are revised specification sections 01 11 00 Summary of Work and 01 11 05 Time of Completion that shall replace these sections issued prior to this addendum.

7. In specification section 028213 abatement: the following rooms shall be added 405, 405A, 405B, 405C, 405D, 405E, 405F, 405G, 405K, 405I which now covers the entire office suite. These rooms have the same description as 405H/J for abatement requirements.
8. Attached is the revised Fourth Floor Finish Plan A-1101 dated 12/13/17 which shall replace the original plan issued.
This revised plan removed the hatch marks from all the 4th floor offices to be clear that they all get new finishes. The offices only getting finishes (405, 405A, 405D, 405E, 405F, 405G, 405K) will have all the furniture remaining in the rooms that will need to be moved out temporarily by this contractor to complete the finish work and abatement noted in the above item.
9. The height between the finished floor to deck height is approximately 12'.
10. As required by DCA when this contractor submits the delegated design plans for review and approvals they will need to be uploaded by the architect for review and shall have a pencil rubbed seal. Once the plans are released and downloaded with the DCA stamp on it, it will be the contractor's responsibility to have the plans resealed with a raised seal on each plan and signed to have in the field for the inspectors to inspect with.

Response to Bidders Questions:

- Q1. The following specification is listed on the Table of Contents but was not included in the Project Manual: Section 033515 Concrete Sealer. Please provide missing spec.
A1. *Concrete sealant is not required in the project and is to be omitted from the specifications table of contents.*
- Q2. The Project Manual did not contain the following specifications: demolition, window film, wall covering, cubicle curtains, crash rails & AV Equipment. Please provide.
A2. *These items are specified with basis-of design finish materials in the A-1100 series finish plans. The demolition requirements are as per the demolition drawings and demolition notes.*
- Q3. Dwg AV-101 has a Scope Matrix. Window Shades are listed as a Contractor Furnish & Install item for the Simulation Rooms. Please provide specifications.
A3. *Interior window shades are not required at the simulation labs. At exterior windows, shades are to be re-installed as per demolition note 13 as indicated on the D-100 series drawings.*
- Q4. Please consider waiving the requirement of naming a structural steel subcontractor on the bid form as there is no structural steel called out for this project only metal fabrication.
A4. *As noted on the proposal form "if the subcontractor does not pertain to this project state N/A in the space."*
- Q5. The Instructions to Bidders requests that a CD or Flash Drive of the Bid Proposal be included with 3 original copies of the Bid Proposal. Please consider waiving the CD & Flash Drive Requirement. Bids are finalized right before they are handed in as such the info on the CD or Flash drive would not contain pricing or named subcontractors. Please consider the acceptance of the CD & Flash Drive delivery within 24 hours after bid submission.
A5. *The flash drive shall be delivered with the bid submission as required.*

Q6. Has the DCA reviewed the Plans for this project?

A6. Yes, DCA has reviewed the plans for this project. All have been approved for permitting, the fire alarm and sprinkler need engineered plans signed and sealed by this contractor to be reviewed by DCA for approval prior to those permits being released. These plans also need to be reviewed and approved by FM Global.

Q7. Please provide the contact info for the fire alarm vendor.

A7. This is item #3 in this addendum.

Q8. Please provide manufacturer & model # of the existing fire alarm system.

A8. This is item #3 in this addendum.

Q9. What is the estimated budget for this project for our bonding purposes?

A9. The University does not release budget information.

Q10. Please confirm that the work hours for this project are limited to 10 pm to 6:30 am.

A10. See the attached updated spec section 01 11 00 Summary of Work for the work hours.

Q11. Please advise if we will be permitted to accept delivery of building materials during regular working hours.

A11. Yes, major deliveries should be scheduled for 7:00 am to 8:00 am prior to the campus busy hours. For additional info see the meeting minutes from the prebid meeting.

Q12. Section 101400 – Signage para. 2.2 Exterior Wall Signage. No details or location found. Only Construction Sign on Dwg A-904. Please clarify.

A12. Please disregard that referenced section. The only exterior signage in the project scope is the construction sign.

END OF ADDENDUM



NURSING EDUCATION CENTER
PRE BID MEETING & SITE INVESTIGATION MINUTES

TO/ATTENDEES:	Edie DelVecchio	New Jersey City University
	Amanda McGee	New Jersey City University
	Kostas Svarnas	New Jersey City University
	Darren Spitzkoff	Cambridge Construction Management, Inc.
	Tom McCann	Cambridge Construction Management, Inc.
	Emily Regner	Clarke Canton Hinz
	Michael Berry	Princeton Engineering Group
	Contractors	See attached sign-in sheets

GENERATED BY: Darren Spitzkoff Cambridge Construction Management, Inc.

MEETING & SITE INSPECTION DATE: December 8, 2017 at 10:00 AM

SUBJECT: Prebid Meeting and Site Inspection
 NJCU Bid No. 17-024

The following items were discussed at the prebid meeting and site inspection held on the above referenced date in Hepburn Hall room 113:

1. A sign-in sheet was presented for all attendees to sign (see attached).
2. All the team members were introduced to the prospective bidders. New Jersey City University is the Owner; Cambridge Construction Management are the Construction Managers on-site; Clarke Canton Hintz is the architect and Princeton Engineering Group are the MEP/FP engineers.
3. A. McGee reviewed the RFP and noted all forms requiring signature and seals must have them or they will be considered non responsive. She also requested everyone review the contract forms and be sure everything is filled out correctly before submitting. If there are questions for filling out the bid forms and/or all other questions must be submitted formally in writing and e-mailed to Edie DelVecchio (edelvechio@njcu.edu) and Amanda McGee (amcgee@njcu.edu) as stated and noted in the contract documents. Contractors cannot ask anyone else at NJCU or any of the consultants any questions or they could be disqualified. All questioned asked at this pre-bid meeting shall be issued in writing so they are formally documented in the addendum and made part of the contract documents. If a question is asked and answered at the meeting but not included in the minutes there is no factual documentation to back this up and therefore not be part of the contract.

4. Bid and performance payment bonds are required as part of this bid and this is a prevailing wage project. **Bid Proposals are Due on January 16, 2018 no later than 2:00 PM** and will be received by Procurement Services in Hepburn Hall Room 111, 2039 Kennedy Boulevard, 07305. Bids are to be in a sealed envelope bearing the name of the bidder and Bid #17-024 clearly marked on the outside of the envelope. All USPS/UPS/FedEx/DHL mail does not come directly to the Procurement Services office; it is first delivered to the campus mail room. If bids are not hand delivered, please allow enough time for them to be received in the Procurement Services office from the mail room. If a bid is received after 2:00 PM it will be time-stamped, not opened and considered non responsive.
5. A. McGee and T. McCann reviewed the bid dates required per the solicitation schedule as well as the milestone dates. The milestone dates will be revised in the addendum as the 4th floor will now have to be completed after the 6th floor receives TCO and staff moves in as we cannot take all the nursing sim labs off line at the same time.
6. T. McCann noted this is a non-mandatory pre-bid meeting and site inspection.
7. T. McCann noted this is a high profile project for the University centrally located on campus. The project consists of the interior renovation of the fourth, fifth, and sixth floors of Rossey Hall. The project will result in state-of-the-art simulation labs with control rooms; low fidelity bed labs; brief/debrief rooms; student project areas for formal and informal collaboration; a home care simulation lab; a mock quarantine/ clean room; general classrooms equipped with smart technology; as well as office space and support spaces for faculty and staff of the nursing department.
8. The contract documents consist of request for proposal, specifications which contain Division's 0, 1, & technical specifications, and the set of plans. Please read through the entire set of contract documents before submitting your bid. Make sure you have all the plans noted on the cover page of the plans and documents per the table of contents located in Division 0. If you are missing anything, or something has wrong page numbers send an e-mail to Amanda and Edie immediately so it can be addressed. Their contact information is on page 7 of the RFP.
9. The Solicitation Schedule is on page 6 of the RFP.
10. The proposal form is on page 20 of the RFP which has to have all the items filled in. If lines are left blank or not filled in the bid maybe deemed unresponsive.
11. The proposal form also has line items for the alternates. There are five (5) deduct alternates listed which are described in section 01 23 00 and reviewed by E. Regner at this meeting.
12. On page 21 of the RFP list the contractor and subcontractors required.
13. Page 22 must be signed acknowledging the addendum(s) have been received and completing the proposal form.
14. Page 18 is a list of NJCU's mandatory forms and attachments. Make sure each and every document listed is included in the bid package. If there are questions about the forms submit a formal question prior to the last day of questions so it can be reviewed and answered.

15. The bids must be submitted with one (1) digital copy, one (1) original hard copy (marked or stamped original), and two (2) hard copies with all attachments so they can be reviewed simultaneously by different parties to expedite the review process.
16. Time of Completion and milestone dates are in Section 01 11 05. All these items including items not listed on the milestone schedule are to be included in your P6 CPM schedule. As noted before a revised schedule for the 4th floor will be issued in an addendum to be made part of this contract.
17. Refer to section 01 22 00 for unit prices required. You must complete all the information on the Unit Price Form and submit it with your bid.
18. Phasing for this project will essentially be three (3) phases for the work which is all described in more detail in the summary of work Section 01 11 00.
 - Phase 1 – Renovations to the fifth floor
 - Phase 2 – Renovations to the fourth floor
 - Phase 3 – Renovations to the sixth floor
19. D. Spitzkoff mentioned when working on the 4th and 5th floor they will be occupied. The documents call for the 5th floor work to be done at night and direction for the 4th floor will be included in the addendum. All utility tie-ins, demo, abatement, noisy, dusty work need to be done at nights from 10:00 pm to 6:30 am in all areas. All tie-in and utilities must be completed prior to occupants coming back in the next morning whether it be temporary or permanent. Occupants cannot be without utilities at any time.
20. The General and Supplemental Conditions are part of Division 0 and should be read in detail.
21. This is a state project reviewed by Department of Community Affairs (DCA) for all code items. DCA will also be the field inspectors. The University is paying the plan review and permit fees for DCA. The contractor shall be responsible for completely filling out the permit application, technical sections, fee schedule, and required paperwork for the permits. The plans have already been reviewed and ready for partial permitting.
22. The CM is also to be notified and issued a logistics plan of all major deliveries to the campus at least 72 hours in advance so this could be coordinated with public safety and logistics plans issued.
23. The contractor shall be responsible to maintain a functional fire alarm system during construction. The existing fire alarm system and vendor for the University is Simplex Grinnell. If devices need to be turned off for Hot Work then the contractor must notify the CM the day prior and Hot Work and Red Tags must be filled out prior to starting any hot work. The contractor is responsible for all fire watches as required due to the hot work and all FM Global requirements. During demo all the existing devices must remain operational and the smoke detectors shall be changed to heat detectors and raised as high to the deck as possible with the fire alarm panel remaining with no troubles.
24. The lump sum prime contractor shall have a full time, English speaking, on-site super(s) at all times and all sub-contractor shall also have full-time foremen as required all with active cell phones so they can be reached anytime if there is an emergency or question including non-working hours.
25. This will be a public bid opening; you do not have to be in attendance.

26. E. Regner reviewed the architectural scope of work in detail and went through all the architectural plans and noted the signage is in this contract.
27. D. Spitzkoff added even though loose furniture and equipment is being purchased by NJCU under separate contracts this all needs to be coordinated with the electrical/data requirements and devices will need to be moved prior to its installation so it is coordinated with the furniture and equipment being installed.
28. M. Berry reviewed the plumbing, fire protection, HVAC, and electrical designs and intent.
29. After the meeting a field inspection was completed and all areas were able to be reviewed with the exception of room 404 which we were able to look through a window as there was a class in it. All fixed and loose furniture was pointed out that needs to be discarded by this contractor.
30. We reviewed the exact location of where the dumpster is to be located and it is to have a fence with gates on both sides around it locked when not being used. The fence is to have fabric wind screen around it and secured as needed so it remains in place. We reviewed the truck access and noted the pick-up and deliveries should be scheduled prior to 8:00 am as the parking lot starts to get crowded at that time and we cannot block spaces for the staff/students.
31. A question was asked if a chute can be installed and the response was yes. It will all be up to this contractor to remove a window at a selected and approved area by NJCU and replace the window when done. Any area where the dumpster or chute will land will have to immediately be restored back to its original condition prior to us being there. If it is a grass area sod will need to be immediately placed plus any other reconditions needed by this contractor. Fencing with fabric around it will also be required for safety and site issues.
32. We reviewed the ground floor entry where deliveries can be made. This entry cannot be fully blocked and trucks need to come in, make the delivery, and leave the campus. They cannot remain in front or around the building.
33. The existing fire command center was also reviewed for location and to see the fire panel.
34. It was mentioned there are two (2) elevators in the building, one (1) must not be used by the contractor and the other will need to be shared with the occupants. The floors and walls need to be protected when using and the occupants have 1st priority to use them. Major deliveries should try to be scheduled for 7:00-8:00 am. The size of the elevator was also looked at and mentioned the beds cannot fit in the elevator when they need to be relocated from the 4th floor to the 6th floor by this contractor along with other equipment. Also see 01 50 00 3.2I for additional requirements.
35. The eight (8) hospital beds and four (4) nursing tables on the 4th floor need to be relocated by this contractor from the 4th floor to the 6th floor once finals are complete in the rooms and after the 6th floor is ready to accept them. As noted above and reviewed in the field the beds do not fit into the elevator by just rolling them in as they are too long so this needs to be taken into account. This is in addition to the headwalls and bed bumpers that call to be relocated on the demo plans.
36. A question was asked if this was a PLA or Prevailing Wage project.
D. Spitzkoff replied this is a Prevailing Wage Project.

End of Meeting Minutes



NEW JERSEY CITY UNIVERSITY
Nursing Educational Center
Pre Bid Meeting Sign in Sheet

PLEASE LEAVE A BUSINESS CARD

No.	Name	Company Name	E-mail	Telephone No.
1	Amanda McGee	Contract Administrator— NJCU	amcgee@njcu.edu	201-200-3159
2	Edie DelVecchio	AVP of Business Services— NJCU	edelvechio@njcu.edu	201-200-3159
3	Kostas Svarnas	Director of Construction Management— NJCU	ksvarnas@njcu.edu	201-200-3159
4	Darren Spitzkoff	Cambridge Construction Management	dspitzkoff@cambridgecm.com	201-200-3159
5	Tom McCann	Cambridge Construction Management	tmccann@cambridgecm.com	201-200-3159
6	Emily Regner	Clarke Canton Hinz	eregner@cch.nj.com	201-200-3159
7	Ed McGee	PC AEC	emcgee@njcu.edu	201-200-3159
8	Joe Manti	M&M Construction	bids@m-m-nj.com	908-351-1177
9	Mitie BUVASCAMO	BRAMA CONST	ACASing@bramaco.com	973-249-1518
10	MARIO SPIROSKI	VINIMAK LLC	estimating@vinimakllc.com	973-478-4925
11	Alex Kenny	Del-Sano Contracting	akenny@del-sano.com	908-688-8891
12	RANDY STANKO	KANAS	rstanko@kanasconstruction.com	201-883-1994
13	RAJ SHAH	ALNA CONSTRUCTION CORP	rshah@alnaconstruction.com	(201) 866-0030
14	Karen Cantone	Di Carolis Associates	rbp@dicarolis.com	201-522-4556
15	Victor Campos	Frankoski Construction	Victor@Frankoski.com	973-414-9224
16	Dino Ragno	C.R. Construction Co	C.R.Constco@gmail.com	201-869-5518

BID 17-024



NEW JERSEY CITY UNIVERSITY
Nursing Educational Center
Pre Bid Meeting Sign in Sheet

December 7, 2017
10:00 AM

PLEASE LEAVE A BUSINESS CARD

No.	Name	Company Name	E-mail	Telephone No.
17	Bob Waldron	Gilbane	rwaldron@gilbane.com	732-524-8084
18				
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NEW JERSEY CITY UNIVERSITY
Nursing Educational Center
Pre Bid Meeting Sign in Sheet

PLEASE LEAVE A BUSINESS CARD

No.	Name	Company Name	E-mail	Telephone No.
1	Amanda McGee	Contract Administrator— NJCU	amcgee@njcu.edu	201-200-3159
2	Edie DelVecchio	AVP of Business Services— NJCU	edelvechio@njcu.edu	201-200-3159
3	Kostas Svarnas	Director of Construction Management— NJCU	ksvarnas@njcu.edu	201-200-3159
4	Darren Spitzkoff	Cambridge Construction Management	dspitzkoff@cambridgecm.com	201-200-3159
5	Tom McCann	Cambridge Construction Management	tmccann@cambridgecm.com	201-200-3159
6	Emily Regner	Clarke Canton Hinz	eregner@cch.nj.com	201-200-3159
7	Michael Berry	Princeton Engineering Group	michaelb@pegllc.com	
8	Tom Wighard	Dobbs Const	tomw@dobbs.com	201-488-3142
9	Robert Docker	CRPC Inc	bob@grasas.net	973 376 6116
10	FRANK MEIHUS	BROCKWELL + CARINGTON	fmeihus@BROCKWELLCARINGTON.com	973-337-1222
11	DAVID REILLY	LOUIS GARGIULO CO.	DAVE@GARGIULOCONSTRUCTION.COM	201-432-4500
12	PETER DI BLASI	PAUL OTTO BROS. CO.	PDIBLASI@PAULOTTOCO.COM	908-709-9500
13	Stefan Djuric	Slate Construction	slate.construction@gmail.com	973-696-4161
14	Steven Ostron	Mongione Associates	tmongione@mongioneassociates.com	908 624 0210
15	Mike Bell	APS contracting Inc	mail@apscontracting.us	973-754-1980
16	Ryan Dobbs	Emerald Contracting Corp	Ryan@Emeraldcontractingcorp.com	908-865-0141



OFFICE OF PROCUREMENT SERVICES
2039 KENNEDY BOULEVARD
JERSEY CITY, NEW JERSEY
TELEPHONE NO. (201) 200-3159

**ATTACHMENT TO ADDENDUM No. 1
FOR
Nursing Education Center**

BID No. 17-024

Addendum Acknowledgment

Please fill out this form and e-mail it back to Amanda McGee at amcgee@njcu.edu.

Company Name: _____

Contact Person: _____

Phone Number: _____

E-Mail Address: _____

Please SIGN the line below acknowledging you have received this Addendum:

I have received Addendum No. 1 (Dated 12/13/17): _____

☐ I plan on issuing a lump sum bid for this project

☐ I will not issue a lump sum bid for this project

SECTION 01 11 00 – SUMMARY OF WORK

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section specifies the summary of work for the project including, but not necessarily limited to:
 - 1. Project Description
 - 2. Owner Occupancy
 - 3. Items Not In Contract
 - 4. Knowledge of the Contract Requirements
 - 5. Contract Documents Information
 - 6. Construction Phasing Requirements

1.2 PROJECT DESCRIPTION

- A. The Project consists of, but is not limited to, interior renovation of the existing fourth, fifth, and sixth floors of Rossey Hall. The project will result in state-of-the-art simulation labs with control rooms; low fidelity bed labs; brief/ debrief rooms; student project areas for formal and informal collaboration; a home care simulation lab; a mock quarantine/ clean room; general classrooms equipped with smart technology; computer labs/testing labs with state of the art technology; as well as office space and support spaces for faculty and staff of the nursing department.
- B. The extent of the contract work is indicated in the Contract Documents.
- C. The scope of the work shall not be limited to what is specifically called out on the drawings or specifications, but shall include any and all demolition, temporary work, and new work as well as any cutting and patching as required to accomplish the intended construction.

1.3 OWNER OCCUPANCY

- A. During the project the Owner will be occupying the ground through fifth floors of the building.
- B. The Owner will be occupying the 4th and 5th floor office areas that are not being directly impacted by the construction along with the hatched areas and any areas NIC on A-101 and A-102. The Owner will also need access to the penthouse vis the 6th floor access as needed.

SECTION 01 11 00 – SUMMARY OF WORK

1.4 ITEMS NOT IN CONTRACT

- A. Items designated NIC (Not in Contract) will be completed by others. Such items of work include:
 - 1. Loose furniture which consists of the following: office furniture (desks, chairs, file cabinets, bookcases, and wall mounted storage), conference room (table and chairs), brief/ debrief rooms (table and chairs), classroom furniture (moveable tables and chairs only), and collaboration space furniture (chairs, tables, and sofas).
 - 2. Designated lab equipment. Although such lab equipment will be furnished by others, the Contractor is required under this contract to connect all pieces of equipment to installed utilities as required. **LAERDAL EQUIPMENT AND EXISTING ITEMS TO BE REUSED.**
- B. Items that are not listed above and are not clearly identified as “NIC” throughout the Contract Documents are to be furnished and installed under this Contract by the Contractor.

1.5 KNOWLEDGE OF CONTRACT REQUIREMENTS

- A. The Contractor and Subcontractor's shall consult in detail all Contract Documents, provide all labor, materials, equipment and services necessary to furnish, install and complete the work in strict conformance with all provisions thereof.
- B. The Contractor will be held to have examined the site of the Work prior to submitting his proposal and informed himself, his Subcontractors, Sub-Subcontractors and material men of all existing conditions affecting the execution of the work.
- C. The Contractor is responsible to examine the Contract Documents as they may affect subdivisions of the work and inform himself, his Subcontractors, Sub-Subcontractors and material men of all conditions thereof affecting the execution of the work.
- D. The Scope of Work for the Contract is not necessarily limited to the description of each section of the Specifications and the illustrations shown on the Drawings. Include all items not expressly indicated in the Contract Documents, or as might be found necessary as a result of field conditions, in order to complete the work as it is intended, without any gaps between the various subdivisions of work of the Contractor and his Subcontractors.
- E. The Contractor will be held to be thoroughly familiar with all conditions affecting labor for the project including, but not limited to, Unions, incentive pay, procurement, living and commuting conditions and to have informed his Subcontractors and Sub-Subcontractors thereof. It is the Contractors responsibility to resolve any labor issues without any additional cost to the Owner.

SECTION 01 11 00 – SUMMARY OF WORK

1.6 CONTRACT DOCUMENTS INFORMATION

- A. The Contract Documents are prepared in accordance with available information as to existing conditions and locations. If, during construction, conditions are revealed at variance with the Contract Documents, notify the Construction Manager and Architect immediately so that supplementary instructions may be issued.
- B. The Specifications determine the kinds and methods of installation of the various materials, the Drawings establish the quantities, dimensions and details of materials, the schedules on the Drawings give the location, type and extent of the materials.
- C. Should the Drawings, Specifications or schedules disagree in themselves or with either or both of the others, the better quality or greater quantity of work or materials shall be performed and provided at no additional cost to the owner, unless otherwise directed in writing by the Construction Manager.
- D. Should an item of work appear in the Specifications and not on the Drawings, or vice versa, all related work items associated with this scope is to be included in the contract at no additional cost to the Owner unless specifically omitted in writing during the bid process.
- E. Dimensions given on the Drawings govern scale measurements and large scale drawings govern small scale drawings, except as to anything omitted unless such omission is expressly noted on the larger scale drawings.
- F. The techniques or methods of specifying to record requirements varies throughout text, and may include "prescriptive", "open generic/descriptive", "compliance with standards", "performance", "proprietary", or a combination of these. The method used for specifying one unit of work has no bearing on requirements for another unit of work.
- G. Whenever a material, article or piece of equipment is referred to in the singular number in the Contract Documents, it shall be the same as referring to it in the plural. As many such materials, articles or pieces of equipment shall be provided as are required to complete the work.
- H. Work included in small details not usually shown or specified, but necessary for the proper installation and operation of the work, shall be provided at no additional cost to the Owner.

1.7 CONSTRUCTION PHASING REQUIREMENTS

- A. The construction phasing requirements are per floor, the Contractor is responsible to become familiar with all existing systems and conditions and determine all phasing requirements prior to any work commencing in Rossey Hall. If there is any conflict with the phasing as outlined in the Contract Documents, the Contractor must notify the Architect and Construction Manager immediately for resolution. Should any work be performed prior to the Contractor becoming completely knowledgeable with existing systems and distribution which results in additional work not defined in the Contract Documents, the Contractor will not be entitled to additional compensation or time for the work performed in error.

SECTION 01 11 00 – SUMMARY OF WORK

B. The Project will consist of the following:

1. Phase 1 – Partial renovation of the existing 5th floor. Work within this phase shall consists of the following but not limited to:
 - a. Temporary work to keep the existing building systems in operation.
 - b. Temporary walls, signage, and barricades required by the authority having jurisdiction and/ or the Owner for safety and/ or to separate the construction areas from the occupants. This may need to be relocated several times.
 - c. Environmental abatement of areas being renovated in this phase
 - d. Complete fitout for the 5th floor areas noted
2. Phase 2 – Partial renovation of the existing 4th floor. Work within this phase shall consists of the following but not limited to:
 - a. Temporary work to keep the existing building systems in operation.
 - b. Temporary walls, signage, and barricades required by the authority having jurisdiction and/ or the Owner for safety and/ or to separate the construction areas from the occupants. This may need to be relocated several times.
 - c. Environmental abatement of areas being renovated in this phase
 - d. Complete fitout for the 4th floor areas noted
3. Phase 3 – Renovation of the 6th floor. Work within this phase shall consists of the following but not limited to:
 - a. Temporary work to keep the existing building systems in operation.
 - b. Temporary walls, signage, and barricades required by the authority having jurisdiction and/ or the Owner for safety and/ or to separate the construction areas from the occupants. This may need to be relocated several times.
 - c. Environmental abatement of areas being renovated in this phase
 - d. Complete fitout for the 6th floor

C. These special requirements and constraints shall be understood and included in the Contractor's bid proposal in Phase 1 of the project:

1. Contractor shall install and maintain temporary partitions as needed to keep construction and occupied areas separated. These partitions are to be removed at the completion of Phase 1.
2. All demolition and environmental abatement shall be completed from 10:00 PM through 6:30 AM.
3. Abatement work in corridors and/or areas that will block access to and from occupied areas shall be scheduled for a Thursday night and be ready for clearance testing no later than 9:00 am on Saturday so the samples can be brought to the lab as needed and areas reopened by 7:00 am Monday morning so the occupants can re-enter.
4. All remaining items including but not limited to loose furniture shall be removed and discarded by this Contractor.
5. All work to be done in the corridors shall be completed from 10:00 PM through 6:30 AM.

SECTION 01 11 00 – SUMMARY OF WORK

6. All work on this floor shall be done from 10:00 PM through 6:30 AM.
 7. Any work required to be done above the 4th floor ceilings or any of the occupied areas shall be completed from 10:00 PM through 6:30 AM with prior notifications and approvals.
 8. Contractor shall keep all utilities operational servicing all the occupied floors throughout Phase 1. Contractor is required to install and relocate temporary utilities as required between 10:00 PM and 6:30 AM.
 9. Contractor shall provide temporary utility connections as needed until permanent connections can be made if it impacts the occupied areas.
 10. Contractor is to keep the fire (fire pump, sprinkler system, and devices) systems operational at all times until new systems are installed and approved. Temporary service may be required to keep operational.
 11. Contractor shall balance the mechanical system for the 5th floor prior to occupancy. Any issues are the responsibility of the contractor to correct so occupancy and TCO can be issued for these areas.
 12. Contractor shall keep the existing fire alarm system operational on all floors throughout the duration of construction. The contractor is to change all existing smoke devices to heat detectors during construction till the new ceilings, fire devices, and sprinklers are installed and operational. The detectors shall be as high to the deck until the new ceilings are installed and these are no longer required. These shall be programmed into the fire panel and all other existing devices removed as required. The devices are to be programmed into the existing fire alarm panel and tested so there are no troubles on the panel. Once the devices are required to be reinstalled in the new ceilings the heats are to be removed and program changed while the new devices are installed and programmed in the new ceiling. A fire watch shall be required by this contractor when the system is off line at any time.
- D. These special requirements and constraints shall be understood and included in the Contractor's bid proposal in Phase 2 of the project:
1. Contractor shall install and maintain temporary partitions as needed to keep construction and occupied areas separated. These partitions are to be removed at the completion of Phase 2.
 2. All demolition and environmental abatement shall be completed from 10:00 PM through 6:30 AM.
 3. Abatement work in corridors, office areas, and/or areas that will block access to and from occupied areas need to be scheduled during the winter recess from December 26, 2018 to December 31, 2018. This abatement work will be allowed during normal working hours since there will not be occupants in this area during this time only.
 4. All remaining items including but not limited to loose furniture shall be removed and discarded by this Contractor.
 5. All work to be done in the corridors shall be completed from 10:00 PM through 6:30 AM.

SECTION 01 11 00 – SUMMARY OF WORK

6. Any work required to be done above the 3rd floor ceilings or any of the occupied areas shall be completed from 10:00 PM through 6:30 AM with prior notifications and approvals.
 7. Contractor to keep all utilities operational servicing all the occupied floors throughout Phase 2. Contractor is required to install and relocate temporary utilities as required between 10:00 PM and 6:30 AM.
 8. Contractor shall provide temporary utility connections as needed until permanent connections can be made if it impacts the occupied areas.
 9. Contractor shall keep the fire (fire pump, sprinkler system, and devices) systems operational at all times until new systems are installed and approved. Temporary service may be required to keep operational.
 10. Contractor shall balance the mechanical system for the 4th floor prior to occupancy. Any issues are the responsibility of the contractor to correct so occupancy and TCO can be issued for these areas.
 11. The Contractor shall keep the existing fire alarm system operational on all floors throughout the duration of construction. The contractor shall change all existing smoke devices to heat detectors during construction till the new ceilings, fire devices, and sprinklers are installed and operational. The detectors shall be as high to the deck until the new ceilings are installed and these are no longer required. These shall be programmed into the fire panel and all other existing devices removed as required. The devices are to be programmed into the existing fire alarm panel and tested so there are no troubles on the panel. Once the devices are required to be reinstalled in the new ceilings the heats are to be removed and program changed while the new devices are installed and programmed in the new ceiling. A fire watch shall be required by this contractor when the system is off line at any time.
 12. All the hospital beds (8), tables, nursing tables (4), headboards, etc. are to be reuse on the 6th floor. These items shall be protected and moved to the 6th floor by this contractor as needed once the 6th floor is ready for it. These beds do not fit in the elevator when rolled in so provisions need to be made.
- E. These special requirements and constraints shall be understood and included in the Contractor's bid proposal for Phase 3 of the project:
1. Contractor shall install and maintain temporary partitions as needed to keep construction and occupied areas separated. These partitions are to be removed at the completion of Phase 3.
 2. All demolition and environmental abatement shall be completed from 10:00 PM through 6:30 AM.
 3. All remaining items including but not limited to loose furniture shall be removed and discarded by this Contractor.
 4. Any work required to be done above the 5th floor ceilings or any of the occupied areas shall be completed from 10:00 PM through 6:30 AM with prior notifications and approvals.

SECTION 01 11 00 – SUMMARY OF WORK

5. Contractor shall keep all utilities operational servicing all the occupied floors throughout Phase 3. Contractor is required to install and relocate temporary utilities as required between 10:00 PM and 6:30 AM.
6. Contractor shall provide temporary utility connections as needed until permanent connections can be made if it impacts the occupied areas.
7. Contractor shall keep the fire (fire pump, sprinkler system, and devices) systems operational at all times until new systems are installed and approved. Temporary service may be required to keep operational.
8. Contractor shall balance the mechanical system for the 6th floor prior to occupancy. Any issues are the responsibility of the contractor to correct so occupancy and TCO can be issued for these areas.
9. Contractor shall to keep the existing fire alarm system operational on all floors throughout the duration of construction. The contractor is to change all existing smoke devices to heat detectors during construction till the new ceilings, fire devices, and sprinklers are installed and operational. The detectors shall be as high to the deck until the new ceilings are installed and these are no longer required. These shall be programmed into the fire panel and all other existing devices removed as required. The devices are to be programmed into the existing fire alarm panel and tested so there are no troubles on the panel. Once the devices are required to be reinstalled in the new ceilings the heats are to be removed and program changed while the new devices are installed and programmed in the new ceiling. A fire watch shall be required by this contractor when the system is off line at any time.

- END OF SECTION 01 11 00 -

SECTION 01 11 05 – TIME OF COMPLETION

PART 1 - GENERAL

1.1 TIME OF COMPLETION AND SCHEDULING

- A. In preparation of the CPM schedule, the Contractor shall allow for the following activities and durations:
1. The Contractor can anticipate a Notice to Proceed to be issued no later than (21) calendar days after the opening of the bids.
 2. The Contractor can anticipate construction permits being issued by the New Jersey Department of Community Affairs (DCA) no later than (45) calendar days after the Contractor has submitted to NJCU ALL the permit technical applications and required signed/sealed drawings and specifications prepared by the Contractor.
- B. The listed milestone dates represent the Contractor's contractual obligations to the University under this Contract:
1. File for Construction Permits: (7) Calendar days after Notice to Proceed
 2. Issue Submittal Schedule: (15) Calendar days after Notice to Proceed
 3. Issue Schedule of Values: (15) Calendar days after Notice to Proceed
 4. Issue Project CPM Schedule: (30) Calendar days after Notice to Proceed
 5. Furnish All Submittals for Review: (60) Calendar days after Notice to Proceed (Submittals that require field verification and dimensions that cannot be prepared within this period are excluded of this milestone. Submittals required for DCA approval for permits and items with long lead times shall be required prior to this milestone.)
 6. Commence Field Work:
 - a. Phase 1- 5th floor field work May 23, 2018
 - b. Phase 2- 4th floor field work December 20, 2018
 - c. Phase 3- 6th floor field work June 4, 2018
 7. TCO Substantial Completion:
 - a. Phase 1- 5th floor July 27, 2018
 - b. Phase 2- 4th floor March 9, 2019
 - c. Phase 3- 6th floor October 26, 2018

SECTION 01 11 05 – TIME OF COMPLETION

8. Final Completion: (30) calendar days after Substantial Completion for each phase as noted above.
- C. The following are schedule constraints that the Contractor shall adhere to and include in the CPM schedule:
1. The University has final exams from May 9th through May 15, 2018 and December 12th through December 18, 2018. Contractor will be limited to certain construction activities during this period of time (due to noise, vibrations, and/or odors, etc generated by construction activities) as not to impact building occupants during this critical time period at no additional cost to the University. The spring Semester ends May, 15, 2018.
 2. The University is closed on Monday, May 28, 2018 for Memorial Day; Wednesday, July 4, 2018 for Independence Day; Monday, September 3, 2018 for Labor Day; Monday, January 21, 2019 for MLK Day; Monday, February 18, 2019 for Presidents' Day.
 3. For information purposes: Summer session 1 commences on Tuesday, May 29, 2018 and ends on Monday, July 2, 2018. Summer session 2 commences on Monday, July 9, 2018 and ends on Thursday, August 9, 2018. Fall Semester commences on Tuesday, September 4, 2018. Spring semester commences Tuesday, January 22, 2019.
 4. The University has fall open house in September, exact date to be determined, the dumpsters and outside items will need to be removed from the site for this event and all areas cleaned up.
 5. The University has no classes from December 25, 2018 through January 21, 2019. Faculty and staff will be in the building as required.
 6. Spring recess is from March 11-16, 2019 in which there are no classes.
 7. The contractor shall not commence activities until the University has moved out of each area required for work to commence.

- END OF SECTION 01 11 05 -

