

ADDENDUM No. 1

December 2, 2016

**FOUNDATION DRAIN IMPROVEMENTS – STEPHENSON MEMORIAL LIBRARY
GREENFIELD, NEW HAMPSHIRE**

The following changes and information are hereby incorporated into the Contract Documents (Project Manual and Construction Drawings).

PROJECT MANUAL

1. Pre-Bid Meeting

Meeting Notes (**Attachment “A”**) and the information provided within are included in the Contract Documents by this Addendum No. 1.

CONSTRUCTION DRAWINGS

2. DWG NO. P-1, Site Plan (Attachment “B”)

Revise all PVC CB descriptions to be 12” inside diameter.

Delete proposed CB #4.

Delete 6” CPE drain pipe between CB #3 and CB #4 and **replace** with a capped 6” CPE drain pipe stub, 2’ length, for future use

Delete the note which reads “remove existing 3 inch plastic drain pipe” and **replace** with “pipe shall remain”

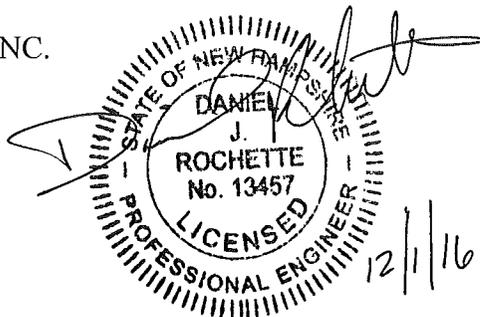
3. DWG NO. D-1, General Notes and Details (Attachment “C”)

Add the following note the Foundation Drain and Waterproofing Detail (see attachment):

“Restore foundation drain excavations with a 4’ wide stone apron (6” depth) around building perimeter, NHDOT #4 stone. Line bottom of stone with geotextile fabric.”

UNDERWOOD ENGINEERS, INC.

Daniel J. Rochette, P.E.
Senior Project Engineer



Summary of Attachments:

Attachment A – Pre-Bid Meeting Notes

Attachment B – DWG NO. P-1, Site Plan

Attachment C – DWG NO. D-1, General Notes and Details

PRE-BID MEETING NOTES

FOUNDATION DRAIN IMPROVEMENTS

Stephenson Memorial Library
Greenfield, New Hampshire

Library Meeting Room
November 21, 2016 (10:00 a.m.)

Attendees **Representing** **Phone** **Email**
(See Attached Sign-in Sheet)

1. Introductions

Ray Cilley introduced the project team:

Ray Cilley, Alternate Trustee,
Julie Perrin, Librarian/Director
Rick McQuaid, Town of Greenfield Facilities Maintenance
Dan Rochette, Project Engineer, Underwood Engineers

2. Bids

Bids will be received at the Library by hand or by mail no later than December 7, 2016 at 12:00 PM. Received bids will be opened and read aloud at 7:30 PM at the Library Trustees Meeting that same day. It was noted that the NHDOT unit items have been referenced on the drawings as a reference for specification of work and materials. The bid is a lump sum bid for all work shown on the drawings and separate items will not be measured for payment.

3. Contractor Selection

An apparent low bidder will be declared at the Trustee Meeting. Final selection of contractor will not be made until all bids have been reviewed in detail. Contractor selection will not only be based on the overall cost but also consideration will be made to their proposed schedule and overall fit to the project. The project cannot be awarded to the selected contractor until funding has been approved at Town Meeting on March 18, 2017. However, a Letter of Intent to Award will be forwarded to the selected contractor in advance of the public meeting.

4. Schedule

Sixty (60) calendar days have been provided for completion of the project. However, the Contractor shall endeavor to complete the project in a timely manner to minimize duration of disruptions to the library.

5. Prosecution of Work (Special Conditions)

The following sections of the general conditions were highlighted:

Site Access

The library parking lot will be off limits to the contractor during operating hours. A parking lot is located across the street on Slip Road (adjacent to the Town leach field) where workers can park their vehicles during the day.

Site Security

Site safety and security will be of the utmost importance due to the large amount of children and public who use the library. It was recommended the entire front lawn area all the way around the retaining wall be secured by orange construction fencing (the patio area shall remain accessible). Safety fencing should also be considered along the back property line of the building.

The rear door which accesses the basement of the old building section is considered a second emergency exit for the basement meeting room. The Contractor shall provide a minimum of one weeks advance notice prior to excavating in front of this door so that the library can coordinate and limit the scheduling of meetings during this time.

6. Existing Water and Sewer Service

The existing sewer service exits the rear of the building. The contractor shall locate the service using trenchless methods so that impacts to the pipe are avoided during excavation.

Due to space constraints along the back side of the property, the contractor shall protect the existing sewer service cleanout. The contractor will be permitted to excavate around the clean out, lower the clean out and re-cap cap to a depth of 6 to 8 inches from grade, and bury to allow for completion of the foundation work. **Damages to the cleanout or the sewer service pipe due to Contractor carelessness will be repaired at no additional cost to the owner.** Following completion of work, the clean out shall again be made accessible from above grade by installing an access box (pull box or irrigation valve box type) set on a bed of crushed stone, round or rectangular, made of composite materials, suitable for lawn application, and suitable for light duty load ratings (lawn equipment). Minimum dimension for clear opening size shall be 8 inches.

The Contractor shall also protect the existing water service which enters the front of the building. Approximate location shown on the drawings

7. Relocation of Propane Tank

The propane only serves the fireplace which is used in the winter time and the tank may remain disconnected when moved out of the work area. The propane shall be re-connected to re-set to its existing location.

8. Relocation of AC Unit

The buildings AC system requires maintenance and is in-operable. Lines to the AC unit may be capped when relocated out of the work area. Upon completion of work, the AC unit shall be reset in its existing location but can remain disconnected.

9. Rigid Insulation Board

The insulation board specified in Section 1008.2 shall be provided. To aid in the application of the board, shotcrete application shall provide a relatively smooth surface. Pictures of the foundation taken during the test pits are included as Attachment “A-1” for the Contractor’s use.

10. Temporary Sanitary Facilities

It is the library’s preference to not have a portable restroom placed on library property. Workers will be permitted to use the restroom in the basement of the library.

11. Additional Questions

The following are additional questions submitted following the meeting:

Q: Please clarify whether proposed PVC CB’s are to be 12” dia. or 24” dia.

R: *All proposed PVC CB’s shall be 12” inside diameter.*

Attachment "A-1"
Pre Bid Meeting Notes

Northwest Building Corner



Northeast Building Corner



Southeast Building Corner



Southwest Building Corner



