



State of Utah

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## Department of Administrative Services

KIMBERLY K. HOOD  
Executive Director

### Division of Facilities Construction and Management

DAVID G. BUXTON  
Director

# ADDENDUM #1

Date: February 19, 2008

To: Contractors

From: Craig Wessman, Project Manager, DFCM

Reference: Science Building Remodel  
Dixie State College – St. George, Utah  
DFCM Project No. 07043640

Subject: **Addendum No. 1**

Pages	Addendum	1	page
	Revised Project Schedule	1	page
	<u>Architects Addendum</u>	2	pages
	Total	4	pages

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**Note: This Addendum shall be included as part of the Contract Documents. Items in this Addendum apply to all drawings and specification sections whether referenced or not involving the portion of the work added, deleted, modified, or otherwise addressed in the Addendum. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to Disqualification.**

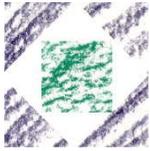
- 1.1 SCHEDULE CHANGES** – The revised Project Schedule is included as part of this addendum. Schedule changes include a change to the date of the interviews by the selection committee (if necessary), a change in the date of the short-list announcement, a later date for bid date, and the addition of a date for submitting questions with regards to the bidding process and a final addendum date for the bidding process. Please refer to the attached Multi-Step Project Schedule for the specific days and dates which have been revised. **The revised Project Schedule is the project schedule.** The schedule included in the architectural addendum No. 1, “Summary of Mandatory Meeting Notes”, is no longer accurate and should not be used for this project. Please refer to the Revised Project Schedule for all dates.
- 1.2 GENERAL** – The architectural addendum No. 1, “Summary of Mandatory Meeting Notes” is included as a part of the project requirements as information. The schedule in these meeting notes is not accurate and has been modified as per 1.1.



**MULTI-STEP PROJECT SCHEDULE – REVISED  
PER ADDENDUM NO. 1 ISSUED FEBRUARY 19, 2008**

<b>PROJECT NAME:</b>		<b>SCIENCE BUILDING REMODEL DIXIE STATE COLLEGE - ST. GEORGE, UTAH</b>		
<b>DFCM PROJECT NO. :</b>		<b>07043640</b>		
<b>Event</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>	<b>Place</b>
Document Available, including Plans and Specifications	Thursday	January 31, 2008	2:00 PM	DFCM 4110 State Office Building SLC, UT and DFCM web site*
Mandatory Pre-Submittal Meeting	Monday	February 11, 2008	10:30 AM	DFCM 4110 State Office Building SLC, UT
Last Day to Submit Questions on Shortlisting (In Writing)	Wednesday	February 13, 2008	4:00 PM	Craig Wessman - DFCM E-mail cwessman@utah.gov Fax (801) 538-3267
Addendum on Shortlisting	Tuesday	February 19, 2008	2:00 PM	DFCM web site*
List of References, Statement of Qualifications, Project Management Plan, and Termination/Debarment Certification Due	Friday	February 22, 2008	12:00 NOON	DFCM 4110 State Office Building SLC, UT
Interviews by Selection Committee (if necessary)	Thursday	February 28, 2008	9:00 AM	Conference Room 108 Science Building Dixie State College St. George, UT
Short-List Announced	Friday	February 29, 2008	12:00 NOON	DFCM web site*
<b>Notice: Only Short-Listed Firms Will Be Allowed To Bid On This Project</b>				
Last Day to Submit Questions (In Writing)	Wednesday	March 5, 2008	4:00 PM	Craig Wessman - DFCM E-mail cwessman@utah.gov Fax (801) 538-3267
Final Addendum (exception for bid delays)	Friday	March 7, 2008	2:00 PM	DFCM web site*
Prime Contractors Turn in Bid and Bid Bond/Bid Opening in DFCM Conference Room	Tuesday	March 11, 2008	3:00 PM	DFCM 4110 State Office Building SLC, UT
Subcontractors List Due	Wednesday	March 12, 2008	3:00 PM	DFCM 4110 State Office Building SLC, UT Fax (801)-538-3677
Project Completion Date	Friday	August 15, 2008	5:00 PM	

\* DFCM's web site address is <http://dfcm.utah.gov>



## HFS ARCHITECTS

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Salt Lake City, Utah 84115  
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### Addendum No. 1

Project: Science Building Remodel  
Address: Dixie State College  
City, State: St. George, Utah  
Owner: DFCM

Date: 15 February 2008  
Project No.: 0730.01  
Owner No.: 07043640  
Project Coordinator: Craig Wessman

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### SUMMARY OF MANDATORY MEETING NOTES

#### 1. Selection Schedule:

- |                                  |          |
|----------------------------------|----------|
| a. Last day to submit questions: | 02/13/08 |
| b. Final addendum:               | 02/19/08 |
| c. Management plans, etc. due:   | 02/22/08 |
| d. Interviews (if necessary):    | 02/27/08 |
| e. Short-list announcement:      | 02/28/08 |
| f. Bid opening:                  | 03/06/08 |
| g. Subcontractor list due:       | 03/07/08 |

#### 2. Selection Process:

- a. Modified VBS (Value Based Selection) process.
  - i. Past Performance - if firm has worked with DFCM in the past, DFCM will assign scoring. If firm has not worked with DFCM, they will need to submit references - 30 points.
  - ii. Statement of Qualifications - a short document that summarizes the firm's and individual qualifications to do this project - 30 points.
  - iii. Management Plan - limited to ten (10) pages, this document should describe the firm's approach to accomplishing the work in terms of organization and scheduling of the work - 40 points.
- b. Selection Committee:
  - i. Sherry Ruesch, DSC
  - ii. Craig Wessman, DFCM
  - iii. Robyn Smith, HFS
- c. Planning to short list to four (4) firms, then take the low bid.
  - i. May not do interview - but if there will be interviews, all firms that submit Management Plans will be interviewed.

#### 3. Project Schedule:

- a. The plan is to start work as soon as the contract is awarded.
  - i. The Contractor will be expected to get shop drawings and submittals turned in for review ASAP.
  - ii. Start of construction is 05/11/08 and all casework should be on site and ready to install.
  - iii. Completion of construction is 08/15/08.

4. Summary of Work:

- a. Demolition.
- b. New suspended ceiling system.
- c. New ceiling tile.
- d. New carpet and sheet vinyl.
- e. New lighting.
- f. New millwork.
- g. Minor HVAC work.
- h. Data cabling.