



Office of City Engineering  
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**NOTICE OF ADDENDUM  
ADDENDUM NO. 1  
City of Madison, Engineering Department**

**CONTRACT NO. 8244  
MONONA TERRACE AIRWALL REPLACEMENT**

This addendum is issued to modify, explain or correct the original Drawings, Specifications, or Contract Documents marked as *Monona Terrace Airwall Replacement, City of Madison, Contract #8244, as issued on August 23, 2018* and is hereby made a part of the contract documents.

This addendum consists of the following documents:

- **Specification Section 01 25 13 Substitution Request Procedures**
- **Specification Section 10 22 39 Folding Partition Panel Replacement**
- **Specbook Section A – Advertisement for Bids and Instructions to Bidders**
- **Specbook Section 109.7 – Time Of Completion**

*Please attach these Addendum documents to the Drawings and Project manual in your possession.*

1. **GENERAL CONTRACT CONDITIONS**

- A. Page A-1: Questions and Clarifications - Change due date of questions to 9/13.
- B. Page D-3: Section 109.7 - Change language to allow more flexibility in July timeline.

2. **GENERAL QUESTIONS AND ANSWERS**

No new questions.

3. **ACCEPTABLE EQUIVALENTS**

This section is not used.

4. **SPECIFICATIONS**

- A. Section 012513 Substitution Request Procedures - Specification amended to include a sample substitution request form.
- B. Section 10 22 39 Folding Partition Panel Replacement – Owner to be responsible for providing dumpsters, rather than contractor.

5. **DRAWINGS**

No new drawings.

6. **PROPOSAL**

No Change



Please acknowledge this addendum on page E1 of the contract documents and/or in Section E: Bidder's Acknowledgement on Bid Express.

Electronic version of these documents can be found on Bid Express at <https://www.bidexpress.com/> and the City of Madison web site at <http://www.cityofmadison.com/business/PW/contracts/openforBid.cfm>

If you are unable to download plan revisions associated with the addendum, please contact the Engineering office at 608-266-4751 to receive the material by another method.

**For questions regarding this bid, contact:**

Lucas Wardell  
City of Madison Engineering  
Phone: 608-243-5894  
Fax: 608-264-9275  
Email: [lwardell@cityofmadison.com](mailto:lwardell@cityofmadison.com)

Sincerely,

A handwritten signature in black ink, appearing to read "R. Phillips", written over a horizontal line.

Robert F. Phillips, P.E., City Engineer

Cc: Greg Fries, Kathy Cryan

**SECTION 01 25 13**  
**PRODUCT SUBSTITUTION PROCEDURES**

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14 **PART 1 – GENERAL**

15  
16 **1.1. SUMMARY**

- 17 A. The City of Madison uses a specific list of preferred products for various specification items to establish  
18 standards of quality, utility, and appearance required.  
19 B. The City of Madison will not allow substitutions for specified Products except as follows:  
20 1. The Product is no longer produced or the product manufacturer is no longer in business.  
21 2. The manufacturer has significantly changed performance data, product dimensions, or other such design  
22 criteria for the specified Product(s).  
23 3. Products specified by naming one or more Products or manufacturer’s and “or approved equal” or  
24 “approved equivalent.”  
25 C. The City of Madison will not allow substitutions for specified Products as follows:  
26 1. For Products specified by naming only one Product and manufacturer, no substitute product will be  
27 considered.  
28 2. For Products specified by naming several Products or manufacturers select any one of the products or  
29 manufacturers named, which complies with the specifications. No substitute product will be considered.  
30 D. Request for substitutions from any party other than the General Contractor (GC) will not be accepted.  
31

32 **1.2. RELATED SPECIFICATIONS**

- 33 A. Section 01 26 13 Request for Information (RFI)  
34 B. Section 01 33 23 Submittals  
35

36 **PART 2 – PRODUCTS**

37  
38 **2.1. SUBSTITUTION REQUEST FORM**

- 39 A. During bidding all contractors (General and Sub-contractors) and suppliers of materials or products shall provide  
40 hard copy of the Substitution Request form and all required attachments directly to the Project Engineer.  
41 B. After bidding only the GC shall submit a request and shall use the form provided by CPM.  
42

43 **PART 3 - EXECUTION**

44  
45 **3.1. REQUESTING A SUBSTITUTION DURING BIDDING**

- 46 A. In the event that a substitution is requested during the bidding phase the Contractor or Supplier shall meet the  
47 substitution request deadline listed in the bidding documents. No substitution request will be considered during  
48 the bidding period after the stated substitution request deadline. In general this procedure shall be as follows:  
49 1. Submit the Substitution Request Form including all required supporting documentation to the City  
50 Project Manager and Project Engineer by the substitution request deadline specified in Section A of the  
51 Contract Documents.  
52 2. Submit a Substitution Request Form for each product, supported with complete data, drawings and  
53 samples as appropriate, including:  
54 i. Comparison of qualities of the proposed substitutions with that specified.  
55 ii. Changes required in other elements of the Work because of the substitution.  
56 iii. Effect on the construction schedule.  
57 iv. Cost data comparing the proposed substitution with the Product specified.  
58 v. Any required license fees or royalties.

- 1 vi. Availability of maintenance service and source of replacement materials.  
2 3. The Owner and Engineer will review the Substitution Request Form and if approved the City of Madison  
3 will publish a bidding addendum authorizing the replacement. The Owner and Engineer may reject any  
4 substitution request without providing specific reasons.  
5 B. Substitutions submitted and approved during the bidding phase shall be announced by the City of Madison by  
6 addenda prior to the bid due date.  
7

8 **3.2. REQUESTING A SUBSTITUTION AFTER AWARD OF CONTRACT**

- 9 A. A substitution request will only be considered after award of contract if it meets the qualifying provisions as  
10 described in 1.1.B.1 above.  
11 B. The GC shall submit a substitution request using the form provided by CPM.  
12 1. Consulting Staff, Owner and Owners Representatives will review the request and provide the appropriate  
13 approvals and feed back to the GC.  
14

15 **3.3. UNAUTHORIZED SUBSTITUTIONS**

- 16 A. Any Contractor who substitutes products without proper authorization by the Owner and Engineer will be  
17 required to immediately remove and replace the product and all costs required to conform to the Contract  
18 Documents shall be borne by the General Prime Contractor.  
19  
20  
21

22 **END OF SECTION**  
23



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**Engineering Division**  
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Bryan Cooper, Principal Architect

**Mapping Section Manager**

Eric T. Pederson, P.S.

**Financial Manager**

Steven B. Danner-Rivers

## Substitution Request Form

**Today's Date:**

**Project Title:**

**Project Number:**

**Contract Number:**

By completing and submitting this form for review, the General Contractor affirms that all of the following statements are correct:

1. The General Contractor affirms that this request is in compliance with the requirements described in Specification 01 25 13 Product Substitution Procedures.
2. The function, appearance, and quality of the proposed substitution are equal or superior to the specified item.
3. The proposed substitution does not affect dimensions shown on the drawings.
4. The proposed substitution will have no adverse affects on other trades, the construction schedule, or any specified warranty requirements.
5. Maintenance and service parts will be locally available for the proposed substitution. (GC shall provide supporting documentation, attached with this form.)
6. The General Contractor shall be responsible for any and all costs associated with this substitution request if approved. This includes but is not limited to fees for building design, engineering design fees, detailing fees, plan review fees, construction costs and inspection fees.

## GC Substitution Request

**General Title:**

**Related Specification:**

**Reason for Substitution:**

**Proposed Substitution: (Please include Name, Model, etc.)**

**Submitted By:**

**Company:**

**Phone:**

**Email:**

**SECTION 10 22 39  
FOLDING PARTITION PANEL REPLACEMENT**

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**PART 1 – GENERAL**

**1.1. DESCRIPTION OF WORK**

- A. Extent of Folding Doors and Partitions is shown on the drawings. Work includes taking down and disposing of all existing panels in the Meeting Rooms and Hall of Ideas. Install new panels into the existing track meeting the following specifications. See Alternates for replacement of existing pocket doors in each room. Types of Folding doors and partitions required include the following:
1. Flat wall type folding panels only. Existing track to remain.

**1.2. QUALITY ASSURANCE**

- A. Installer Qualifications: Firm with not less than 5 years of successful experience in installation of units similar to those required for this project and which is acceptable to or licensed by the manufacturer of folding doors and partitions.
- B. Sound Transmission Classification (STC): Where shown, provide folding partition units capable of achieving STC rating indicated, when tested in accordance with procedures of ASTM E90.
- C. Flame Spread Rating: Use only facing materials which have a Flame Spread Rating of 25 or less when tested in accordance with ASTM E84.

**1.3. SUBMITTALS**

- A. Product Data: Submit manufacturer's technical data and installation instructions for each type of Operable Partition.
- B. Certifications: Submit certifications by independent testing laboratories for the following:  
-STC rating.
- C. Submittal drawings: Furnish submittal drawings showing complete sections, details and dimensions. Drawings to be submitted to Owner for review and approval prior to manufacture of panels. Submittal drawings shall fully detail:
1. Panel carriers, locations and operating details.

- 1 2. Top and bottom retractable seals with method of activation and location of operating mechanism.  
2 3. Vertical seals on panels and expandable jamb attached to last panel for final closure. Show actual nesting  
3 depth of panel vertical seals.  
4 4. Panel construction showing gauges and thicknesses of all materials.  
5 5. Construction of pass doors showing compliance with ADA and latching, hardware, operation, full width  
6 panic device and accessories per this specification.  
7 6. Pocket door construction including jambs and concealed operating hardware (for pricing of alternate bid  
8 item)  
9 D. Product delivery, storage, and handling: This Contractor is responsible for taking down and disposing of existing panels,  
10 new panels, all freight charges, receiving, unloading and moving of materials to site. Factory wrap all panels in heavy  
11 plastic prior to crating and hang panels with protective plastic wrap in place. Remove wrapping to complete installation.  
12 This Contractor is responsible for disposing of existing materials and packing materials for new panels in dumpsters  
13 provided by owner.  
14

15 **1.4. WARRANTY**

- 16 A. Partitions and installation: Partitions and installation shall be guaranteed under normal usage for a period of two (2)  
17 years after substantial completion.  
18

19 **PART 2 - PRODUCTS**

20  
21 **2.1. ACCEPTABLE MANUFACTURERS**

- 22 A. Manufacturer: Provide each type of Partition assembly as a complete unit by one manufacturer including necessary  
23 hardware, fittings, accessories and anchorages.  
24 B. Provide Operable Partitions by one of the following modified to be in strict conformance with all aspects of this  
25 specification:  
26 HUFCOR Model 642 with type 40 carriers and 641 with type 36 carriers.  
27 C. Other manufacturers may bid in conformance with function, utility, operation and will modify their partitions to be in  
28 conformance with this specification. Requests for substitution of products should use the form found in specification  
29 01 25 13 Product Substitution Procedures, and be submitted for review prior to the date listed Existing tracks will not  
30 be replaced. All bidders must include compatible carriers to fit into existing tracks.  
31

32 **2.2. FLAT PANEL TYPE FOLDING PARTITIONS**

- 33 A. Operation shall consist of a series of manually operated panels, top-supported, with mechanically operated bottom  
34 seals. Type I panels to be center stacked, hinged in groups of two, as shown in the Meeting Rooms. No single panels  
35 or groups of three panels will be permitted. Type II panels to be individual panels with remote stack as shown as  
36 shown in the Hall of Ideas.  
37 B. STC Rating: STC rating of 55 +/-1 STC.  
38 C. Existing Track and Suspension System: Existing track is Hufcor standard aluminum #40 track for Meeting Rooms and  
39 #36 for the Hall of Ideas. Provide one (1) four-wheel self-lubricating ball bearing carrier, equal to Hufcor type 40 for  
40 each Meeting Room panel and two carriers, equal to Hufcor type 36 for each panel in the Hall of Ideas. Replacement  
41 of track shall not be permitted.  
42 D. Panels: Partition shall consist of equal size panels, 4" thick and not to exceed 48" wide. Panel faces shall be minimum  
43 18-gauge steel with 1/2" gypsum board acoustical backer. Faces shall be mounted in full perimeter metal frames to  
44 enclose and protect all edges of the surface material. Panel faces shall be removable and replaceable on the job site  
45 for future service, repairs and re-facing.  
46 E. Panel Quantities and Sizes: See drawings for panel sizes and quantities. No exception from these drawings will be  
47 accepted.  
48 F. Panel Frame Finish: Frames shall be steel with lambs wool baked powder coat finish.  
49 G. Weight of Panels shall not exceed 11 pounds per square foot.  
50 H. Sound Seals shall be as follows: VERTICAL seals between panels shall be deep nesting tongue and groove type. Both  
51 top and bottom horizontal mechanical seals shall be operated by a removable handle concealed in the panel edge.  
52 Top and Bottom retractable seals are required for all panels, including pass door and expandable closure seal panels.  
53 The seals shall not contact the floor or track during movement of the panels. Operation of the seals shall require no  
54 more than a 180 degree turn of the handle. Operating mechanism shall be located approximately 42" above finished  
55 floor. Horizontal floor seals shall provide for minimum 2" floor and 1" top clearance and exert minimum of 40 pounds  
56 of downward stabilizing pressure when extended. Constant contact sweep style seals, foot bolts, bump or trip-back  
57 seals or activation of seals from panel face shall not be permitted. Mechanical seals shall allow panels to be locked

- 1 into place anywhere along track runs independent of other panels. Seals for all panels hinged in a group shall operate  
2 simultaneously.
- 3 I. Jambs: Panels shall fade into pockets as shown. Pocket doors have gaskets on edges to seal against panel faces and  
4 are designed for a minimum 4" thick panel. Provide compressible vinyl seal on lead edge of first panel. Fixed wall  
5 jambs shall not be acceptable.
- 6 J. Lead panel in stack position shall be capable of activating bottom seals to lock partition in place and prevent  
7 movement of panels by unauthorized persons.
- 8 K. Panel hinges on Meeting Room panels shall integral with or concealed by metal edge frame, such as piano or Soss  
9 type hinges. Butt type hinges protruding more than 1/4" from panel face shall not be acceptable.
- 10 L. Pass Door Panels: Provide panels with inset pass doors where shown on plans. Pass door panels shall have same  
11 retractable pressure seals at the top and the two bottom legs. Pass door shall have adjustable floating seal at  
12 bottom. Pass door panels shall not change top and bottom retractable seals on adjacent panels. Pass doors to be  
13 minimum 7'-0" x 3'-0" and include ADA compliant hardware. Provide full width non-locking panic device on push side  
14 of all pass doors and pull type latching hardware on opposite side. Roller or magnetic latching shall not be  
15 acceptable. Provide photo luminescent exit sign above each inset pass door where noted on drawings.
- 16 M. Pocket Doors (Alternate bid item 1): Provide acoustical pocket doors where shown. All operating hardware to be  
17 concealed. Hinges to be piano or Soss type. Butt hinges and face or surface mounted foot or floor bolts shall not be  
18 acceptable. Provide one (1) new type 3 pocket door for the Hall of Ideas, and provide seven (7) new type 3 pocket  
19 doors for the Meeting Rooms under Alternate 1.
- 20 E. Finishes:
- 21 Panel Frames: Powder coated enamel in lambs wool.
- 22 Panel Faces: Pattern and color to match existing panel faces. Basis of design to be Hufcor Revelations woven polyester  
23 fabric. Pattern to be Silk Road. Color to match existing - Raw Silk #22-02.
- 24 Pocket Doors (Alternates 1 & 2): Outside faces to match same Revelations woven fabric as on basic panels. Inside faces  
25 to be standard vinyl in color similar to the Revelations fabric.
- 26 B. Attic Stock: Provide one roll of 50 yards of the Revelations fabric to the owner at time of delivery of new panels.  
27 Fabric to be wrapped in plastic and marked as "Attic Stock for new Folding Panels 2018".

### 28 29 **PART 3 - EXECUTION**

#### 30 31 **3.1. INSTALLATION**

- 32 A. General: Comply with manufacturer's recommended installation procedures unless more stringent requirements are  
33 indicated elsewhere.
- 34 B. Acoustical Units: Install units with STC rating so that seals are in contact with entire perimeter when unit is in closed  
35 position, forming light-tight barrier.
- 36 C. Light-Leakage Test: Illuminate one side of partition installation and observe vertical joints and top and bottom seals  
37 for voids. Adjust partitions for alignment and full closure of vertical joints and full closure along top and bottom seals.
- 38 D. Owner Training: Engage a factory-authorized service representative to train Owner's maintenance personnel to  
39 adjust, operate, and maintain operable panel partitions.

#### 40 41 **3.2. ADJUSTMENTS**

- 42 A. Adjust units as necessary to assure smooth, quiet operation without warping or binding. Check and readjust  
43 operating hardware so that latches engage accurately and positively without forcing and binding.

#### 44 45 **3.3. ALTERNATES**

- 46 A. Alternate #1: Provide price to replace the one (1) existing pair of pocket doors in the Hall of Ideas and seven (7) existing  
47 pair of pocket doors in the meeting rooms, and replace with new pocket doors as described in the specifications above.

48  
49  
50 **END OF SECTION**



# SECTION A: ADVERTISEMENT FOR BIDS AND INSTRUCTIONS TO BIDDERS

## REQUEST FOR BID FOR PUBLIC WORKS CONSTRUCTION CITY OF MADISON, WISCONSIN

### A BEST VALUE CONTRACTING MUNICIPALITY

PROJECT NAME:	MONONA TERRACE AIRWALL REPLACEMENT
CONTRACT NO.:	8244
SBE GOAL	10%
BID BOND	5%
PRE BID SITE WALKTHROUGH (1:30 P.M.)	August 30, 2018
SBE PRE BID MEETING (1:00 P.M.)	September 14, 2018
PREQUALIFICATION APPLICATION DUE (2:00 P.M.)	September 13, 2018
BID SUBMISSION (2:00 P.M.)	September 20, 2018
BID OPEN (2:30 P.M.)	September 20, 2018
PUBLISHED IN WSJ	August 23, 30 & September 6, 13

PRE-BID (SBE) MEETING: Representatives of the Affirmative Action Department will be present to discuss the Small Business Enterprise requirements at 1600 Emil Street, Madison Wisconsin.

PRE-BID WALKTHROUGH: A pre-bid walkthrough will be conducted at the Monona Terrace Convention Center, located at 1 John Nolen Drive, per time and date above.

This will be the only opportunity for bidding contractors to walk through the site, all bidders are encouraged to attend.

QUESTIONS AND CLARIFICATIONS: Any questions or requests for clarifications regarding plans and specifications shall be submitted to the City Project Manager. See the contract contact information at the end of Section D-Special Provisions. All questions shall be sent via email, reference Monona Terrace Airwall Replacement in the subject line.

The deadline for receiving questions and clarifications shall be 12:00pm (noon) on Thursday **September 13, 2018**. No additional questions or requests for clarifications will be received after this deadline.

PREQUALIFICATION APPLICATION: Forms are available on our website, [www.cityofmadison.com/business/pw/forms.cfm](http://www.cityofmadison.com/business/pw/forms.cfm). If not currently prequalified in the categories listed in Section A, an amendment to your Prequalification will need to be submitted prior to the same due date. Postmark is not applicable.

BIDS TO BE SUBMITTED by hand to 1600 EMIL ST., MADISON, WI 53713 or online at [www.bidexpress.com](http://www.bidexpress.com).

THE BID OPENING is at 1600 EMIL ST., MADISON, WI 53713.

#### STANDARD SPECIFICATIONS

The City of Madison's Standard Specifications for Public Works Construction - 2018 Edition, as supplemented and amended from time to time, forms a part of these contract documents as if attached hereto.

These standard specifications are available on the City of Madison Public Works website, [www.cityofmadison.com/Business/PW/specs.cfm](http://www.cityofmadison.com/Business/PW/specs.cfm).

The Contractor shall review these Specifications prior to preparation of proposals for the work to be done under this contract, with specific attention to Article 102, "BIDDING REQUIREMENTS AND

## **AD-1 REVISIONS**

### **SECTION 109.7 TIME OF COMPLETION**

Work shall only begin after the contract is completely executed and the start work letter is received. It is anticipated that the start work letter shall be provided in October with a construction start date on or about October 31, 2018.

There are two potential on-site installation timelines to replace the Airwalls. All work must be completed during the same installation timeline. No partial completion of work will be accepted. The first timeline is scheduled to start on December 16, 2018 and end on December 30, 2018. If work cannot be completed during this time, a backup installation timeline is scheduled beginning July 1, 2019 and ending July 6, 2019. Additional time may be requested from Owner as needed to complete work. Coordinate installation with Owner to avoid interference with areas adjoining the work.

The Contractor shall have reached a level of Construction Closeout **NO LATER THAN Friday, July 31, 2019**. This milestone by definition of the specifications includes Owner Occupancy of all spaces.