

ADDENDUM NO. 1

TO THE
CONDITIONS, SPECIFICATIONS AND RELATED DOCUMENTS
FOR

MOVING FURNISHINGS AND EQUIPMENT FOR SEVERAL DEPARTMENTS (DOES NOT INCLUDE
HOSPITAL OUTPATIENT CLINICAL DEPARTMENTS) INTO HEALTH SCIENCES UNIT B/C -
PHASES I AND II AND SEVERAL SMALL DEPARTMENTAL MOVES ASSOCIATED WITH THE
JACKSON/OWRE/MILLARD/LYONS REMODELING PROJECT

HEALTH SCIENCES
UNIVERSITY OF MINNESOTA
MINNEAPOLIS, MINNESOTA
AT 2642 UNIVERSITY AVENUE
ST. PAUL, MINNESOTA

CHANGES TO PROPOSAL AND SPECIFICATION

1. Change the Information For Bidders SECTION A1.01 COMPLETION AND
SUBMITTAL OF BID PROPOSAL as follows:
 - A. In paragraph "A", change (the blank "Request for Quotation")
to read ("Bid Proposal").
 - B. In paragraph "B", change ("Request for Quotation") to read
("Bid Proposal").
 - C. In paragraph "C", change ("Request for Quotation") to read
("Bid Proposal").

2. Change the General Conditions SECTION B1.05 INSURANCE as follows:
 - A. Add to paragraph "B", (The mover shall provide a rider pay-
able by the University of Minnesota, to be attached to the
comprehensive general liability policy specified to cover
the value of Photographic Equipment, Office Machines and
Lab Equipment in the amount of \$95,000 and to be applied to
damages that are beyond the \$0.60 per pound coverage fur-
nished by the mover).

3. Change the General Conditions SECTION B1.12 SUPERVISION as follows:
 - A. Change (This supervisor shall constantly supervise the work and
be at the site of the work for the total length of each depart-
mental move.) to read (This supervisor shall supervise the work
at the discretion of the owner.)

ADDENDUM NO. 1 (CONTINUED)

TO THE
CONDITIONS, SPECIFICATIONS AND RELATED DOCUMENTS
FOR
MOVING FURNISHINGS AND EQUIPMENT FOR SEVERAL DEPARTMENTS (DOES NOT INCLUDE
HOSPITAL OUTPATIENT CLINICAL DEPARTMENTS) INTO HEALTH SCIENCES UNIT B/C -
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AT 2642 UNIVERSITY AVENUE
ST. PAUL, MINNESOTA

4. Change the Bid Proposal SECTION D1.02 BASE BID as follows:

- A. In paragraph "B", part "1", add an additional line to enter over-time costs.
- B. In paragraph "B", part "2", add an additional line to enter over-time costs.
- C. Under paragraph "B", add part "8", to read as follows:
(Cost of rider to comprehensive general liability policy as specified in General Conditions SECTION B1.05 INSURANCE.) \$ _____

ADDENDUM NO. 1
TO THE
CONDITIONS, SPECIFICATIONS, AND RELATED DOCUMENTS
FOR
THE MOVING OF FURNISHINGS AND EQUIPMENT FOR THE UNIVERSITY
OF MINNESOTA HOSPITAL OUTPATIENT CLINICAL DEPARTMENTS TO
THEIR NEW LOCATION IN HEALTH SCIENCES UNIT B/C

UNIVERSITY OF MINNESOTA
MINNEAPOLIS CAMPUS
MINNEAPOLIS, MINNESOTA

Make the following Changes:

1. Change B1.08 CHARACTER OF THE WORK AND WORKMAN of the General Conditions as follows:

Change Part "C" from:

"The Mover shall keep the same foreman and workmen on the job from commencement to the completion."

to read as follows:

"The Mover shall keep the same foreman and shall attempt to keep the same workmen on the job from commencement to the completion."

2. Add to B1.13 PACKING, PACKING CARTONS, PACKING MATERIALS & SPECIAL HANDLING of the General Conditions Part "C" to read as follows:

"In Medical Records the Mover will be responsible for (1) removing the shelves and medical records stored on them, (2) moving shelves and medical records from their existing location to their new location in Unit B/C, and (3) replacing shelves and medical records in the new records storage frames.

3. Change B1.23 PAYMENTS TO MOVER of the General Conditions as follows:

Change the first sentence of Part "B" from:

"Payment to the Mover for the completed moves shall be based on quoted hourly rates time actual workman/supervisor/van hours."

to read as follows:

"Payment to the Mover for the completed moves shall be based on quoted hourly rates time actual workman/supervisor/van hours and quoted costs for packing materials, performance bond, and insurance rider."

SECTION D
BID PROPOSAL

D1.01 PROPOSAL FOR THE MOVING OF FURNISHINGS, EQUIPMENT AND SUPPLIES OF THE UNIVERSITY OF MINNESOTA HOSPITAL OUTPATIENT CLINICS AND RELATED DEPARTMENTS TO THEIR NEW LOCATION IN HEALTH SCIENCES UNIT B/C as specified in the preceeding thirty-three (33) pages of "Conditions, Specifications and Related Documents".

D1.02 BASE BID

A. The undersigned after having examined the Information for Bidders, General Conditions, Bid Specifications, and any addenda thereto, prepared by the Health Sciences Planning Office, as well as the site of the proposed work, and being familiar with all conditions of the work, including availability of equipment and labor, hereby proposes and agrees to furnish all labor, material, tools, and equipment necessary and required for the moving of the University of Minnesota Hospital Outpatient Clinics and Related Departments to their new location in Health Sciences Unit B/C in accordance with costs and information given below. The information requested must be complete, truthful, and as accurate as possible.

(1) BASIC MOVE COST

	Cost Per Hour Regular Rates	Cost Per Hour Overtime Rates
Costs per workman	\$ _____	\$ _____
Costs per supervisor	\$ _____	\$ _____
Cost per van	\$ _____	\$ _____
Cost of packing materials	\$ _____	
Cost of performance bond	\$ _____	
Cost of insurance rider	\$ _____	
See Section B1.04, Part A-4	\$ _____	
Total cost of move not to exceed \$	_____	
	In figures	
Total cost of move not to exceed \$	_____	
	In writing	

Payments to the Mover for the completed Stage I and Stage II moves shall be based on the above quoted hourly rates times actual workman/supervisor/van hours and the above quoted costs for packing materials, performance bond and insurance rider. The payment for the completed moves shall not be more than the quoted "NOT-TO-EXCEED" total bid cost.

UNIVERSITY OF MINNESOTA
HEALTH SCIENCES EXPANSION
UNIT B/C
MINNEAPOLIS, MINNESOTA

DONALD P. BROWN
Vice President of Finances

CLINTON N. HEWITT
Assistant Vice President for Physical Planning

PAUL J. MAUPIN
Health Sciences Planning

December 27, 1977

CONDITIONS, SPECIFICATIONS AND RELATED DOCUMENTS
FOR
MOVING FURNISHINGS AND EQUIPMENT FOR SEVERAL DEPARTMENTS (DOES NOT INCLUDE
HOSPITAL OUTPATIENT CLINICAL DEPARTMENTS) INTO HEALTH SCIENCES UNIT B/C -
PHASES I AND II AND SEVERAL SMALL DEPARTMENTAL MOVES ASSOCIATED WITH THE
JACKSON/OWRE/MILLARD/LYONS REMODELING PROJECT

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SECTION C	BID SPECIFICATIONS
SECTION D	BID PROPOSAL

IMPORTANT

To avoid phone calls and correspondence, to answer all possible questions regarding this proposal and to have a common understanding, there will be a meeting on Tuesday, January 10, 1978, at 10:00 A.M. in Room 4112 Powell Hall, University of Minnesota.

UNIT B/C

SECTION A
INFORMATION FOR BIDDERS

A1.01 COMPLETION AND SUBMITTAL OF BID PROPOSAL

- A. The Bidder shall enter their proposal on the blank "Request for Quotation" forms furnished by the purchasing agent and shall submit same in a sealed opaque envelope, provided by the Purchasing Department.
- B. If the Bidder is a partnership, the signature on the "Request for Quotation" form shall be by any partner, and if a corporation, by an officer of the firm. The signature shall be in longhand and the completed form shall be without interlineation, alteration or erasure.
- C. The Bidder shall acknowledge on his "Request for Quotation" form receipt of any and all Addenda received and considered in preparing his bid.
- D. All bids must be written in ink or typewritten.
- E. All items in the proposal must be properly answered.
- F. The cost figures shall be stated both in writing and in figures. In all cases, the written and numerical figures must agree; otherwise, it shall be cause for rejection of the bid at the option of the University. The signature shall be in longhand and the completed form shall be without interlineation, alteration or erasure.

A1.02 FIRM PRICES

- A. The prices quoted herein shall remain firm throughout the move which shall be completed by January 30, 1979.
- B. Actual payments shall be based on unit pricing quoted.

A1.03 SITE AND DOCUMENT FAMILIARITY

- A. Bidders are expected to thoroughly familiarize themselves with the proposal forms and specifications.
- B. Each bidder is made responsible to visit the premises and fully inform themselves as to the extent of the work, available facilities and difficulties that may be encountered therewith.

Any bid submitted for this work shall be prima facie evidence the bidder has visited the site and has familiarized himself with the quantity, location and nature of the materials to be moved and with conditions and limitations affecting the handling and movement of said materials.

UNIT B/C

SECTION A
INFORMATION FOR BIDDERS

A1.03 SITE AND DOCUMENT FAMILIARITY (continued)

- C. See the title page of this document for a pre-bid meeting to answer questions about the bid document and tour the premises.

A1.04 INTERPRETATIONS BY ADDENDA

- A. All Bidders are requested to notify the Health Sciences Planning Office of any items requiring clarification in sufficient time so that any Addenda may be directed to all Bidders. No Addendum will be issued later than five (5) days prior to bid date. The Owner will not be responsible for any verbal answers or inquiries, in any way, regarding the meaning or intent of the Contract Documents, in advance of or after the award of contract. No allowance for extras will be made by the Owner because the Vendor neglected any specified instructions in the preparation of his bid or for the Vendor's failure to thoroughly examine and become familiar with all Conditions and other parts of the Contract Documents.
- B. No oral or telephonic proposals or modifications will be considered.

A1.05 WITHDRAWAL OF BIDS

A Bidder may withdraw his bid any time prior to date set for the receiving of bids. Thereafter, the bid may be withdrawn only after ninety (90) calendar days after the bid date if the Owner has not acted thereon.

A1.06 STATE SALES TAX

The moves described herein are related to teaching and educational purposes. The Owner is exempt from the payment of Minnesota sales, use and service taxes. Bidders shall omit these taxes in computing their bids. The necessary tax exemption authorization will be provided by the Owner to the Mover if required.

A1.07 ACCEPTANCE OR REJECTION OF BIDS

- A. The competency and responsibility of the Bidder will be considered in making the award, and shall be based but not necessarily limited to the factors of: (1) net costs per hour; (2) strength of contractor's work force in terms of qualified, trained, and experienced moving employees and supervisors; (3) the suitability of equipment offered as determined by the Health Sciences Equipment Coordinator; (4) proof of financial responsibility; (5) quality of similar work; (6) amount of experience with similar projects; (7) facilities and equipment; and (8) reputation for performance.

UNIT B/C

SECTION A
INFORMATION FOR BIDDERS

A1.07 ACCEPTANCE OR REJECTION OF BIDS (continued)

- B. Bidders shall be currently in business doing moving operations of size and importance comparable with this one. He shall have the necessary equipment and experienced personnel for doing the work. Neither joint ventures among bidders nor subcontractors will be recognized for this work. Bidders shall list on their bid form similar moving jobs they have done in the past five years.
- C. Bidders are required to have an understanding of the nature of the materials to be moved and previous experience with this type of move.
- D. Bidders are required to make a thorough inspection of the Mayo Building, Health Sciences Unit B/C and the Jackson/Owre/Millard/Lyons Remodeling Project to achieve a complete understanding of the building layouts, location and size of doors, elevators and stairs (which may be used), aisle widths, loading docks, etc.
- E. The University of Minnesota reserves the right (1) to make any investigations necessary to assure itself that the Bidder is properly qualified to satisfactorily perform the contract; (2) to reject any or all proposals; and (3) to accept part of any or all proposals.
- F. The Owner shall be the sole judge as to the acceptability of any bid.

A1.08 SPECIFICATIONS

The specifications prepared for this work, together with any additional information issued by the University prior to the bid deadline, shall be considered as part of this specification. They are intended to include all details of labor and equipment reasonably necessary for the proper execution of the work. Any discrepancies shall be called to the attention of the University before proceeding with the work.

UNIT B/C

SECTION B
GENERAL CONDITIONS

B1.01 DESIGNATION OF PARTIES AND TERMS

- A. Owner: Regents of the University of Minnesota, a Minnesota Constitutional Corporation acting through the Purchasing Agent at St. Paul, Minnesota.
- B. Owner's Representative: After acceptance and award of bids, all papers required to be delivered to the Owner shall, unless otherwise specified in writing to the Vendor, be delivered to Mr. Robert James, Director of Purchasing and Stores, 550 Administrative Services Building, 2610 University Avenue, St. Paul, Minnesota 55114.
- C. Health Sciences Equipment Coordinator: Mr. Warren Forslund, 4106 Powell Hall, University of Minnesota, Minneapolis, Minnesota. On matters regarding movable equipment, the Health Sciences Equipment Coordinator shall be the authorized agent of the Owner.
- D. Bidder: Any individual, partnership, corporation, or joint venture firm submitting a proposal for the moving of furnishings and equipment for this project, acting directly or through an authorized representative.
- E. The word "Mover" refers to the bidder to whom the contract may be awarded.
 - 1) Comply with all requirements of the Contract Documents as they are applicable to the Mover.
 - 2) Agree to cooperate fully with other vendors and contractors on terms specified in these Contract Documents.
- F. Notice: Written notice shall be deemed to have been duly served if delivered in person to the individual or to a member of the firm or to an officer of the corporation for whom it is intended, or if delivered at or sent by registered mail to the last business address known to him who gives the notice.
- G. Time: All time limits stated in the Contract Documents are essential conditions of the Contract.
- H. Contract: An agreement between the Mover and the Owner, or his authorized representative, whereby the Vendor agrees to furnish equipment, materials and/or services to the Owner for due consideration. In the absence of a written contract signed by both parties, the Mover's bid, together with the Owner's purchase order (signifying acceptance of the bid), shall constitute a contract.

UNIT B/C

SECTION B
GENERAL CONDITIONS

B1.02 PERFORMANCE BOND

- A. The vendor shall furnish the Owner within ten (10) days after date of issuance of Purchase Order, a bond in the amount of \$9,000, the estimated value of the work to be performed, issued by a surety company authorized to do business in the State of Minnesota, and approved by the Owner. The bond shall be prepared on forms furnished by the Owner, (University of Minnesota, Business Administration Form 204).
- B. The Bond shall guarantee that the Vendor will perform each and every part of the agreement, cover all the guarantees called for in the proposals, contract and specifications and insure the prompt payment, to all persons furnishing material or labor required in the prosecution of the work. The Bond shall continue in full force and effect for one (1) year after the date of final acceptance of the work. The Bond shall comply with Minnesota Statutory requirements.
- C. The Bond shall provide for additions to or deductions from the work in any amount. Completion time shall not be extended by reason of such changes, unless agreed to at the time of change, and no notice of aforesaid alterations, additions or omissions shall be given the Surety Company.
- D. If it shall at any time appear that the Vendor has unlawfully, fraudulently or through collusion with any representative of Owner, supplied inferior materials or workmanship or has departed from the terms of his Contract, or should the Owner make a claim under the Guarantee provisions, Owner shall have the right to recover against Contractor and his sureties such damages as may be incurred by Owner therefrom.
- E. Issuance of final certificates of acceptance shall not relieve sureties from obligation under this contract, including guarantees of materials, equipment, and installation of service.

B1.03 POLICY ON EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION PROGRAM

It is the policy of the Regents of the University of Minnesota to promote equal opportunity of employment without discrimination based on race, creed, color, sex, handicapped, or national origin. Henceforth, the Regents will require that all contractors with the University, including subcontractors and suppliers supplying goods or services to it, regardless of where located or the form of the contractual relationship, be equal opportunity employers, whose business is guided by the principle that there shall be no difference in the treatment of persons because of race, creed, color, sex, handicapped, or national origin. The Regents will also require that the contractor take affirmative action to ensure implementation of this policy, such action to include but not be limited to the following:

UNIT B/C

SECTION B
GENERAL CONDITIONS

B1.03 POLICY ON EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION PROGRAM (continued)

Employment upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, selection for training including apprenticeship. The appropriate administrative officers shall adopt the conditions, specifications, and terms to be included in University of Minnesota contracts, purchase orders, and other documents to carry out the foregoing policy. Such conditions, specifications and terms shall establish the procedures needed to assure compliance with this policy and may establish categories of exemption from such procedures where appropriate.

B1.04 START AND COMPLETION

- A. The date on the Owner's written purchase order shall be the official starting date of the Mover's contract.
- B. Work is scheduled to start January 20, 1978, and depending on exigencies of construction could continue into January, 1979.
- C. Departments will be moved on an individual basis as construction completion and other consideration permit.
- D. Most moves will take place between 8:00 A.M. and 5:00 P.M. on Monday through Friday, with one or two possible week-end moves.

B1.05 INSURANCE

- A. Before starting any work at the building, the successful bidder shall file with the owner's representative certificates of insurance coverage, in triplicate, as follows: Workmen's Compensation; Public Liability (\$100,000 per person, \$200,000 each accident) and Property Damage \$50,000 each accident and \$100,000 aggregate).
- B. Successful bidder shall be responsible for all articles moved and shall carry insurance adequate to cover actual costs to repair or replace lost or damaged articles notwithstanding any filed tariffs to the contrary.
- C. The Owner shall be deemed to have declared the value of goods being shipped to be the cost to repair or replace lost or damaged goods and the determination of which damaged goods are repairable and which are not shall be made by the Owner.

UNIT B/C

SECTION B
GENERAL CONDITIONS

B1.06 UTILITY CONNECTIONS

The work will involve only moving and placing. Any disconnect/reconnect work will be performed by University personnel or by other means.

B1.07 LABELING OF FURNITURE AND EQUIPMENT

All equipment and furniture to be moved will be designated, labeled or tagged by the University with equipment identification number and destination room location.

B1.08 PACKING CARTONS AND PACKING

Cardboard moving cartons will be furnished by the Owner. All cartoning shall be the responsibility of the Owner Department personnel.

B1.09 OWNER SUPERVISORY PERSONNEL

The Owner will have department personnel available for supervisory assistance during the moving period to properly sequence and locate move items at their destination.

B1.10 USE OF UNIVERSITY EQUIPMENT AND PERSONNEL

No equipment or personnel of the University of Minnesota may be used by the mover in performing this work.

B1.11 LABOR PROVISIONS

- A. The buildings are presently under construction and the moving contractor may have to schedule their work in cooperation with other contractors presently working at the contract sites.
- B. The successful bidders work force shall consist of all professional moving workers who are experienced with large moves.
- C. The minimum hourly rates of pay for this service shall be those rates currently in force for the various applicable labor classifications necessary to perform this work.
- D. Each bidder must present evidence of harmonious labor relations to insure work continuity through the contract term and permit coordination with any trades not under the jurisdiction of the mover.

UNIT B/C

SECTION B
GENERAL CONDITIONS

B1.12 SUPERVISION

The bidder must specifically designate a supervisor to oversee his crews and to maintain a liaison with the Health Sciences Equipment Coordinator and his representatives. This supervisor, or other appropriate representative who is in a supervisory capacity, must arrange to meet with Health Sciences Equipment Coordinator and his representatives prior to each departmental move to discuss quantity of work force necessary and identification of articles to be moved.

This supervisor shall constantly supervise the work and be at the site of the work for the total length of each departmental move.

B1.13 EMPLOYEE IDENTIFICATION

The successful bidder's designated supervisor and his/her employees shall be identifiable either by uniform, badges, arm bands or whatever safeguards for security purpose that may be requested by the Health Sciences Equipment Coordinator.

B1.14 CHARACTER OF THE WORK AND WORKMEN

- A. The work must conform in all respects with the requirements of all of the contract documents.
- B. A strictly first-class operation will be insisted upon. No incompetence or carelessness will be tolerated.
- C. For each departmental move, the mover shall, as far as possible, keep the same supervisor and workmen on the work from the commencement to the completion.
- D. The Owner reserves the right to require the removal of any particular workman or workmen from the job if, in the judgement of the Owner, it shall be for the best interest of the work that such particular workman or workmen be removed.

B1.15 EQUIPMENT MOVED VIA TRUCK

- A. For any equipment not moved through inter-connecting corridors, the mover shall use only weather-tight vans for transporting equipment and furnishings.
- B. No parking will be permitted in any "no parking" zones except that trucks of the mover will be allowed to make temporary stops in those zones and on driveways for the purpose of unloading and loading, and provided the name of the company is painted on the truck. All other vehicles will be subject to ticketing by traffic officers.

UNIT B/C

SECTION B
GENERAL CONDITIONS

B1.16 CARE OF PREMISES

- A. The mover shall be responsible for the care of the premises, subject to the rights of the Owner and shall give full protection to the buildings and the occupants.
- B. The mover shall furnish all protective material necessary for preventing damage to floors, walls, carpets, doors, door frames, elevators, furniture, equipment, etc. in premises associated with each departmental move.
- C. The Owner may reject any moving equipment which in its opinion may cause scuff marks to floor surfaces, mark walls or corners or damage any surface.

B1.17 CLEANING UP

At the completion of each department move, and before acceptance, the mover shall remove all his rubbish from and about the buildings and/or sites and all his tools, scaffolding, equipment, etc.

B1.18 INSPECTION BY OWNER'S REPRESENTATIVE/LOSS OR DAMAGE TO UNIVERSITY PROPERTY

- A. All of the Mover's work shall be subject to inspection by the Health Sciences Equipment Coordinator or his authorized representatives.
- B. The mover shall be responsible for any or all loss or damage of University property either by theft, accident or otherwise while said property is in his care or custody. Said property being deemed to be under his care from the point where it is turned over to him by the Departmental personnel at its present location until it is receipted for by Departmental personnel at its new location in Health Sciences Unit B/C and Jackson/Owre/Millard/Lyons Complex.
- C. The mover shall be held liable for any damage to buildings and equipment resulting from the mover's work, negligence or carelessness.

B1.19 PAYMENTS TO MOVER

- A. Upon completion of the move for each department, the mover shall submit his Request for Payment to the Owner.

UNIT B/C

SECTION B
GENERAL CONDITIONS

B1.19 PAYMENTS TO MOVER

- B. The mover must submit invoices in triplicate with proper identifying Purchase Order number and pricing (in strict accordance with the terms of this specification and as submitted on the attached proposal) to:

University of Minnesota
Business Office
2610 University Avenue
St. Paul, MN 55114

- C. There shall be no provision for other charges or payments unless an alternate payment schedule is explicitly delineated in the bidder's proposal and is accepted by the University at time of award.

UNIT B/C

SECTION C
BID SPECIFICATION

C1.01 GENERAL SPECIFICATION

- A. Provide manpower and related services in connection with moving equipment and furnishings for several Departmental moves (does not include Clinical Departments) into the University of Minnesota Unit B/C building from adjacent buildings and several small Departmental moves associated with the Jackson/Owre/Millard/Lyons remodeling project. These moves are scheduled to start January 20, 1978 and, depending upon exigencies of construction, could continue into January, 1979.

- B. The work will involve only moving and placing. Any equipment disconnect/reconnect work will be performed by University personnel or by other means.

UNIT B/C

SECTION D
BID PROPOSAL

D1.01 PROPOSAL FOR

MOVING FURNISHINGS AND EQUIPMENT FOR SEVERAL DEPARTMENTS (DOES NOT INCLUDE HOSPITAL OUTPATIENT CLINICAL DEPARTMENTS) INTO HEALTH SCIENCES UNIT B/C - PHASES I AND II AND SEVERAL SMALL DEPARTMENTAL MOVES ASSOCIATED WITH THE JACKSON/OWRE/MILLARD/LYONS COMPLEX RE-MODELING PROJECT as specified in the preceding twelve (12) pages of "Conditions, Specifications and Related Documents" for Movable Equipment.

D1.02 BASE BID

A. The undersigned after having examined the Information for Bidders, General Conditions, and Bid Specification prepared by the Health Sciences Planning Office, as well as the site of the proposed work, and being familiar with all conditions of the work, including availability of equipment and labor, hereby proposes to provide manpower and related services in connection with moving equipment and furnishings at unit prices quoted below.

B. The information requested must be complete, truthful, and as accurate as possible.

Bidders shall specify to maximum extent possible unit costs for anticipated services (bidders should be aware that any equipment other than truck, tractor, or trailer will be part of the cost per man by the hour) which should include the following:

1. Cost per man (straight-time and over-time) by the hour. \$ _____
2. Costs per supervisor (straight-time and over-time by the hour \$ _____
3. State when and under what circumstances charges would be made for supervisory time.

UNIT B/C

SECTION D
BID PROPOSAL

D1.02 BASE BID (continued)

- 4. Costs per hour for straight truck \$ _____
- 5. Costs per hour for tractor. \$ _____
- 6. Costs per hour for trailer \$ _____

7. Specify how actual costs will be accounted by the Bidder and verified by the Owner.

C. In addressing the ready availability of sufficient manpower and equipment in the Twin Cities to respond to needs relative to this project on no more than 48 hours notice, the Bidder shall:

1. State the minimum amount of advance notice that is necessary for you to perform.

2. State the number of hours you will be able to support a sustained move.

3. State the number of permanent employees that you would commit to perform the moves.

4. State the number of employees that you could obtain from other sources.

UNIT B/C

SECTION D
BID PROPOSAL

D1.02 BASE BID (continued)

10. Designate supervisor that would oversee crews and maintain liaison with the Health Sciences Equipment Coordinator.

11. List any kinds of materials or articles that the bidder will NOT handle, and any other conditions or restrictions that the bidders wish to impose.

12. List similar moving jobs you have done in the past five years.

D. The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on this project.

SIGNATURE: _____

DATE: _____

BIDDER: _____

BY: _____

TITLE: _____

BUSINESS ADDRESS: _____

CITY AND STATE: _____

NOTE: This proposal must bear the written signature of the Bidder. If the Bidder is a corporation, the proposal must be signed by a duly authorized officer or agent of such corporation.

REQUISITION

TYPE 06

9309 9593 04

Special

LEAVE LINE NO. BLANK

DESCRIPTION OF USE **Health Sciences
Unit B/C - Moving**

ITEMS (Give COMPLETE specifications and catalog numbers. Specify quantity. Do not use more than one line; double space between each item. List serial numbers and file numbers for items. List numbers of items being traded in.)

MOVING FURNISHINGS AND EQUIPMENT FOR SEVERAL DEPARTMENTS (DOES NOT INCLUDE HOSPITAL OUTPATIENT CLINICAL DEPARTMENTS) INTO HEALTH SCIENCES UNIT B/C - PHASES I AND II AND SEVERAL SMALL DEPARTMENTAL MOVES ASSOCIATED WITH THE JACKSON/OWRE/MILLARD/LYONS REMODELING PROJECT as specified on the attached two (2) page "Bid Specification" and in accordance with the conditions listed in the attached ten (10) page "Conditions, Specifications and Related Documents" for Movable Equipment.

thirteen (13)

BASE BID -- The undersigned, after having examined the Information for Bidders, General Conditions, and Bid Specification prepared by the Health Sciences Planning Office, as well as the site of the proposed work, and being familiar with all conditions of the work, including availability of equipment and labor, hereby proposes to provide manpower and related services in connection with moving equipment and furnishings at unit prices quoted on attached memo.

TIME -- The undersigned agrees that the quoted prices shall remain in full force and effect for a period of not less than sixty (60) calendar days following the date of receipt of bids.

LABOR -- The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work.

For Purchasing Agent's Use	Department
Date	Health Sciences Planning Office
Rec. by Purch Agent	Delivered to (Public and Union or Address) Put bid in Warren's box in Purchasing
Rec. by Inquiry Clerk	Prepared by Warren G. Forslund 6-5070 12/28/77
Inquiry Mailed	Requested - Head of Department
Rec. by Order Clerk	Recommended - Dean or Admin. Officer
Order Mailed	Approved - Business Office



UNIVERSITY OF MINNESOTA
TWIN CITIES

Boynton Health Service
410 Church Street S.E.
Minneapolis, Minnesota 55455

RECEIVED

MAY 18 1978

May 15, 1978

UNIV. OF MINN.
HEALTH SCIENCE
PLANNING OFFICE

Memorandum

To: Paul Maupin, Coordinator, Health Science Planning Office, 4104 Powell Hall, East Bank Campus

From: Donald Herron, Safety and Health Professional, Department of Environmental Health and Safety, Boynton Health Service

Subject: Occupancy Approval, 11th and 12th Floor Unit B (Link)

An inspection made May 12, 1978, indicates that occupancy approval of the subject space is dependent upon the following conditions and completion of the following requirements.

Understood Conditions

- OK 1. One elevator is available to serve the floors, it does return to the third floor upon fire alert. (see memo #4)
- OK 2. Most of the stairtower electric locks are operational and will unlock upon fire alert, the few locks which are not operational fail safe.
- OK 3. The eye wash fountain and safety showers are functional and will be usable when the area is occupied.
- OK 4. The chemical fume hoods which do not meet specifications will be secured against use and the users will be advised of unsuitability for use.
- OK 5. A secured key to allow fire department access after hours will not be required until experience dictates otherwise.

Requirements

- OK 6. The hold open capability on the elevator lobby door closures must be negated so the doors are kept closed. When the change is made whereupon the doors close when the fire alarm is activated the closures may be readjusted to allow hold open.
7. A numerical index is required for the entire building so that the point identified by the printer can be found in sequential order within the index. The index must contain at least the floor that the point applies to. Supplemental information is recommended; for example, water flow alarm, smoke detector, duct detector, etc.
8. The exit signs on the 12th floor must be illuminated.
9. The lockable hardware between Unit B and Unit C must be converted to allow free passage at all times to Unit A from Unit C. A break-the-box type hardware is permissible if security is mandatory. 11812 Blank off

Crucial: Cold Room Floors, Cases, Etc.



UNIVERSITY OF MINNESOTA
TWIN CITIES

Unit B/C Construction Office
Health Sciences Expansion
611 Delaware Street S.E.
Minneapolis, Minnesota 55414

RECEIVED

May 15, 1978

MAY 15 1978

**UNIV. OF MINN.
HEALTH SCIENCE
PLANNING OFFICE**

TO: Bob Swanson

FROM: Oliver W. Hughes *OWH*

SUBJECT: Unit B/C, Health Sciences Expansion
Completion Schedule

At the meeting held on May 8, 1978 attended by the Contractor and University supervision personnel, the following schedule of completion for the project was projected and scheduled.

West Area 1st Floor - May 26, 1978

West Area Mezzanine Floor - June 15, 1978

Floors 6 through 15 - Completed and ready for occupancy at this time except for compliance with some life safety requirements expected to be met in approximately one week.

Fourth Floor - May 31, 1978

Third Floor - June 15, 1978

Second Floor - June 5, 1978

First Floor - June 9, 1978

It was agreed and understood at the meeting that the dates used in the areas above respectively are intended to indicate final inspection and acceptance by the University has taken place; however, the actual conditions in most areas will vary between substantial completion and final completion. From the standpoint of function completeness, it is possible that on Mezzanine West Area, Rooms 122 and 123 may be incomplete due to a strike by the lathers trade, now in progress. There is also a possibility that the environmental rooms might not be operational if occupation takes place on or about the completion date. However, progress on the environmental rooms is satisfactory at this time.

cc: E.A. Kogl
Dick Carlson
John Roettger
Doug Olson
Ray Anderson
files



Oliver Hughes

11:00

6-1391

Lack of Graphics - Room I.D. SIGNS
WILL BE INSTALLED
THIS WEEK.
AS PER LEE.
ON FRI.

Contrary to Paul's Statement:

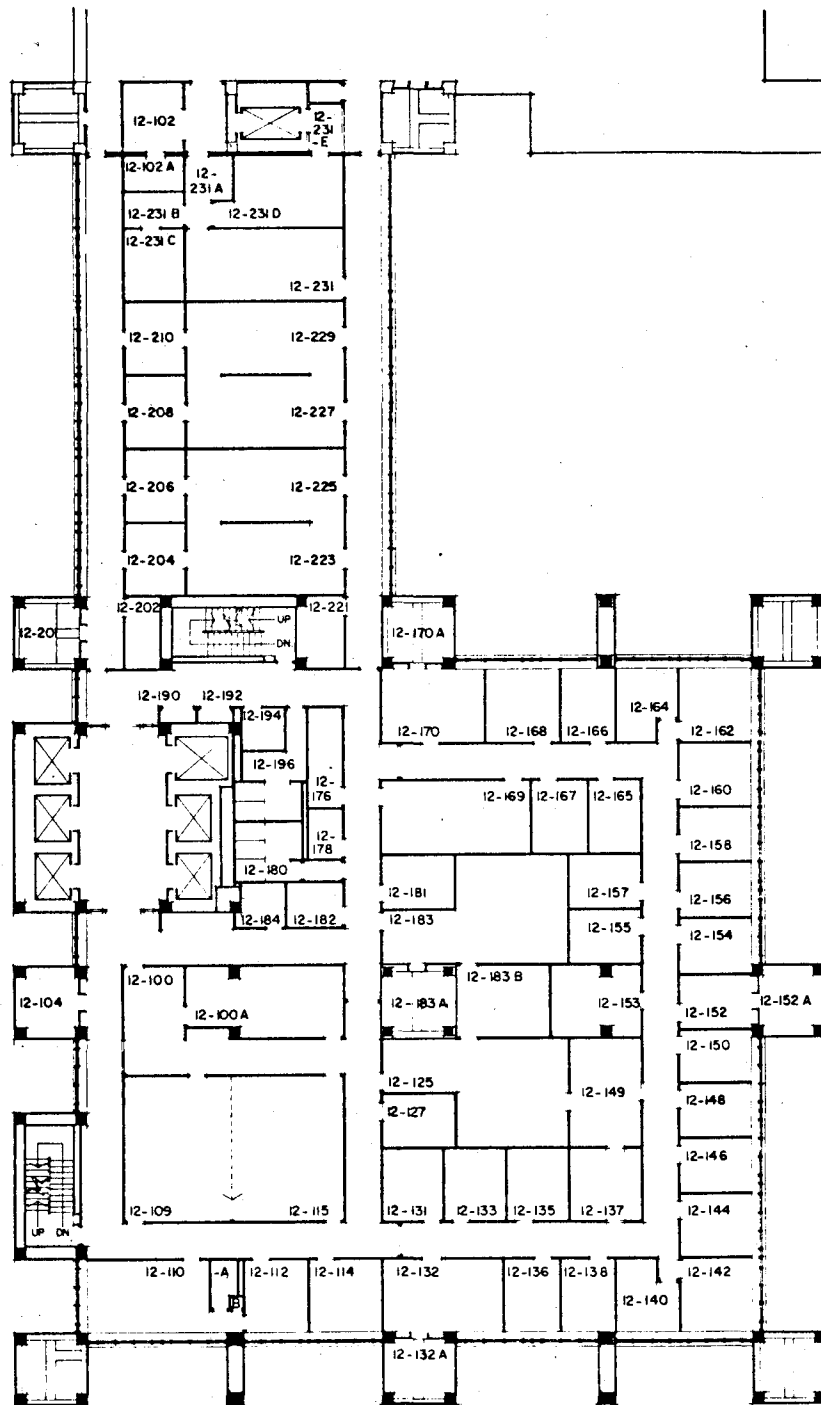
He was going to schedule

5 days after certification


of occupancy.

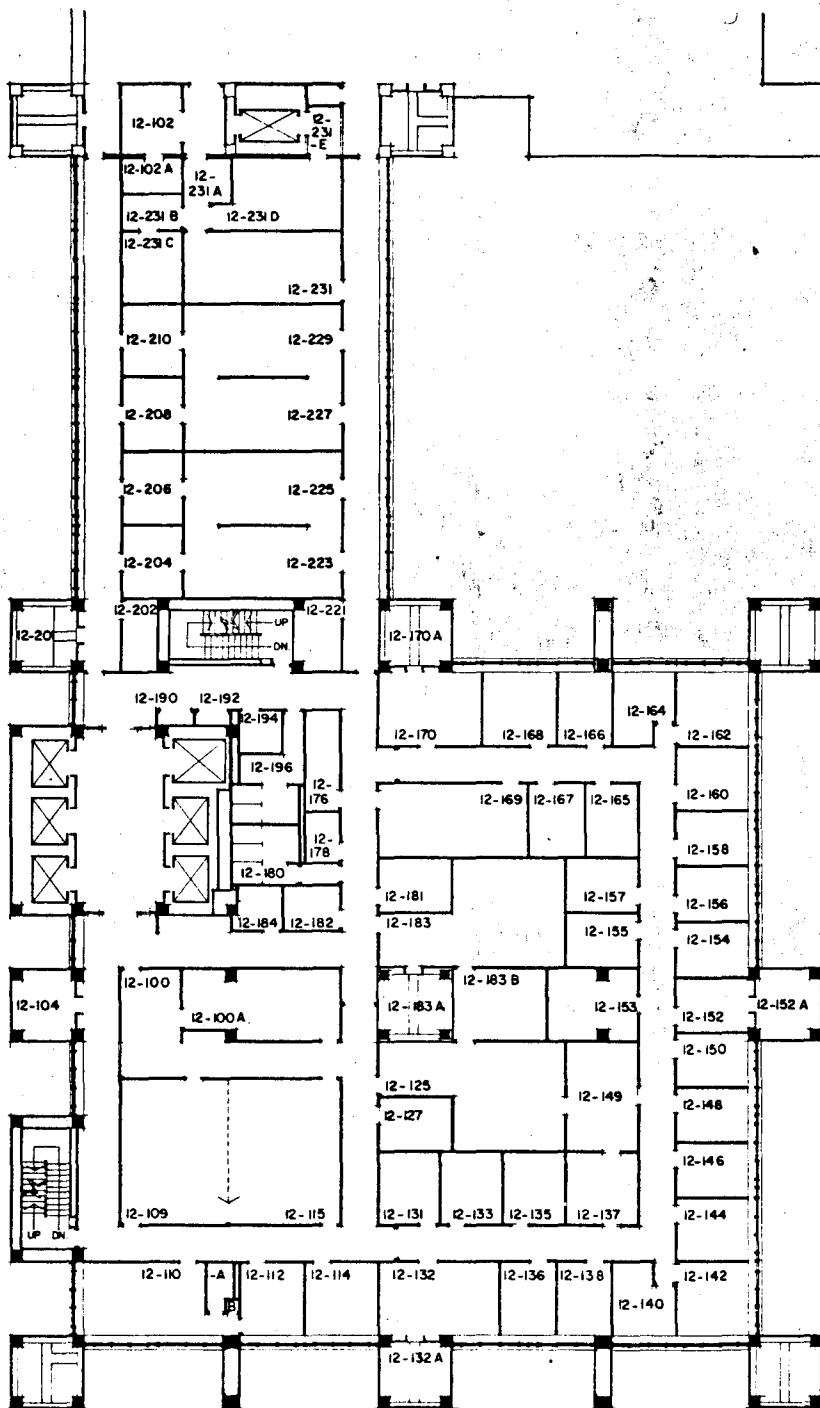
Greg Brown - Bar Exam

0930 - 4004 - 02




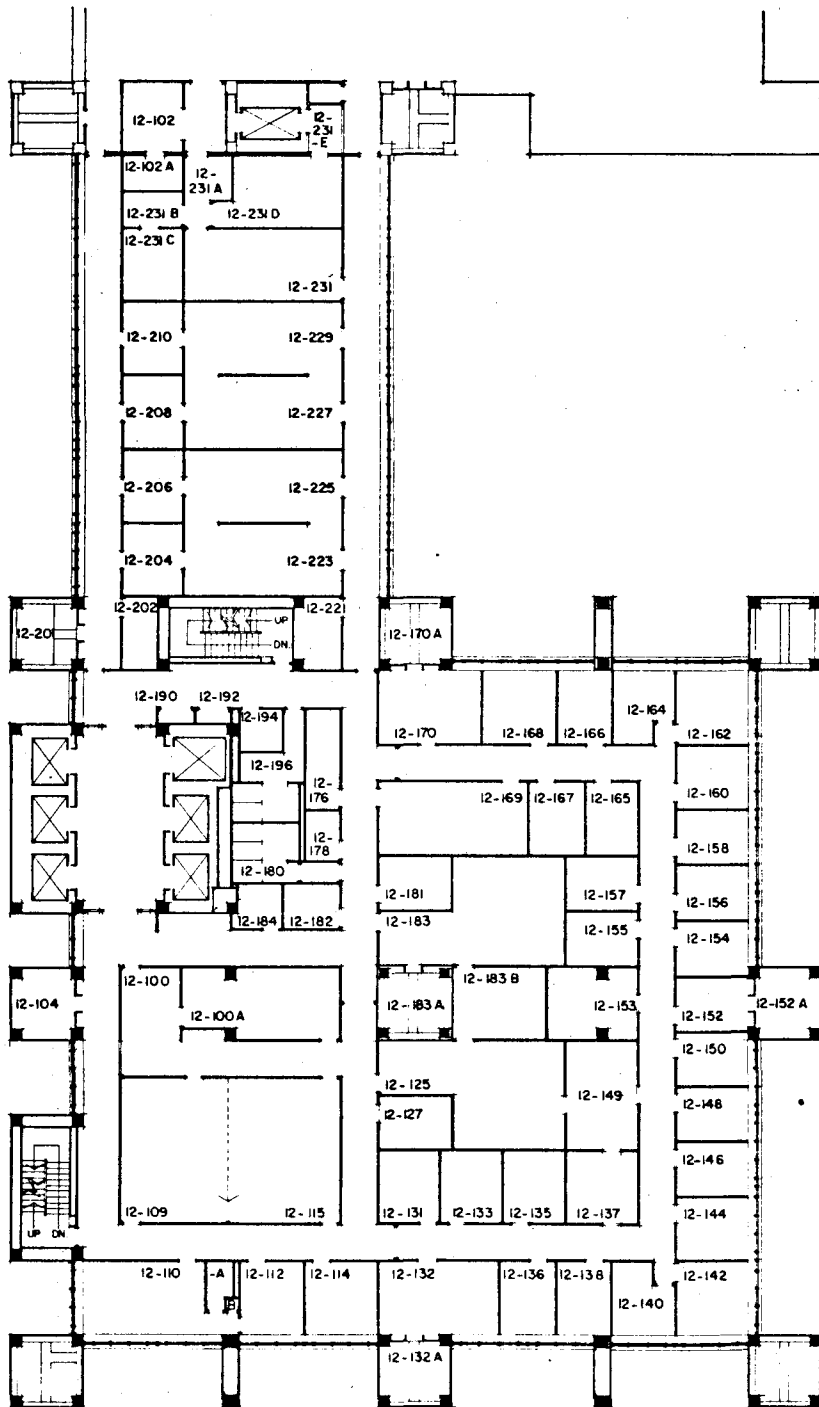
TWELFTH FLOOR

HEALTH SCIENCES
 UNIT "B-C"
 BLDG. 144 
 ELEVENTH FLOOR
 TWELFTH FLOOR
 1/8" = 1'-0" SHEET 10 OF 12



TWELFTH FLOOR

HEALTH SCIENCES
 UNIT "B-C"
 BLDG. 144 
 ELEVENTH FLOOR
 TWELFTH FLOOR
 1/16" = 1'-0" SHEET 10 OF 12



TWELFTH FLOOR

HEALTH SCIENCES
 UNIT "B-C"
 BLDG 144
 ELEVENTH FLOOR
 TWELFTH FLOOR
 1/16" = 1'-0" SHEET 10 OF 12