



1215 Houbolt Road
Joliet, IL 60431



8550 West Bryn Mawr Avenue
Suite #500
Chicago, Illinois 60631
Telephone 773-695-3500
Facsimile 773-695-3501

February 8, 2011

To: **All Bidders**

Re: **Joliet Junior College, Illinois Community College District No. 525
Master Facilities Plan Phase 1, Campus Center Building Work, Bid Release 20
1215 Houbolt Road, Joliet, Illinois 60431**

Bid Package 10C – Move Services

Subject: **Supplement No. 2**

Please be advised of the following supplemental information which is to be included in the Proposal as it pertains to the above referenced Bid Packages. This Supplement is issued to modify, explain and/or clarify the original Bid Documents.

General Instructions to All Bidders

- A. **The Bid Proposal due date REMAINS Monday, February 14, 2011 at 2:00 p.m.** at Joliet Junior College, 1215 Houbolt Road, Joliet, Illinois 60431. The bids are to be dropped off at Room H1018/H1019 and they will be opened in Room T1002. Please note that H1018 is an interior office space that is located inside room H1019.
- B. All bidders are reminded that by submitting a bid, the bidder agrees to the content of the Bid Forms, and Safety Plan provided with the Bid Documents.
- C. Please note the 10% Bid Bond is to be drawn in favor of Joliet Junior College, Illinois Community College District No. 525 of Joliet, Illinois.
- D. Incorporate into bid documents the responses to the following bidder inquiries into the scope of work:
 1. **Question:** Drug testing is there a mobile van that can visit our warehouse?
 - i. **Response:** The Moving Company is responsible to make arrangements for drug testing. One of the clinics close to the job site is Physicians Immediate Care and their number is 815-823-8800
 2. **Question:** Did I remember correctly, as long as there is a drug test result we can provide a copy to you, is it 30 days? And when does this time frame start, 30 days from the 1st day of work on site?
 - i. **Response:** The Safety Plan included in the bid documents requires that the workers have passed a drug test immediately prior to assignment to working on the project premises. A drug test within 2 days is acceptable for this Bid Release.
 3. **Question:** Can we get a copy of the Safety Video and show it at our facility, and have our safety manager sign off on the movers.
 - i. **Response:** No.
 4. **Question:** Crate schedule and move schedule crates are request on (Activity 1360) on June 20th, this phase is set for June 17th. This seems to be the case for the following phases. Would it be possible to use a 2 week rental for each phase?
 - i. **Response:** Refer to the "Move Schedule" included in volume 2.
 5. **Question:** Can JJC/Gilbane provide 1 uniformed response in percentage of manpower required to be used by the vendor from Three Rivers so that all vendors are bidding on the same information?

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- i. **Response:** All Contractors must comply with the Project Labor Agreement and all its requirements.
 6. **Question:** How many volumes are in the library collection?
 - i. **Response:** There are approximately 100,000 items in the collection, including books, journals, DVDs, tapes, records, etc.
 7. **Question:** When we take down the library shelving we will be labeling and marking it for its re-assembly. When it gets painted I assume that will be removed, how are we to re-assemble with the different heights and widths with all of our tagging and marking removed?
 - i. **Response:** As the Library shelves are modular there is no need for labeling and marking.
 8. **Question:** How will the parts, pieces, inventories, and drawings return from the painters for the shelving? In uniformed measured out order or other?
 - i. **Response:** The stack shelving in the Library is modular.
 9. **Question:** Can we get an elevation drawing of the new library shelving?
 - i. **Response:** See attached sketches LE, LE-1 and LE-2 for the layout of the existing shelves in the new Library space.
 10. **Question:** Need inventory matrix clarifications on the following items:
 - i. Soda and paper goods = quantity ? 1 what?
Response: 1 = Banker's box (unit of volume only – these materials will not be literally be packed in banker's boxes)
 - ii. Safes = how large / how heavy?
Response: Four (4) safes are approximately 24"x24"x40" and weigh approximately 500 lbs and two (2) safes are approximately 24"x24"x24" and weigh approximately 300 lbs
 - iii. 222 stacks = assume total quantity of shelving from library?
Response: There are 222 3' wide shelving modules with multiple shelves per unit. Reference the linear footage for shelving quantity. This information can be found on the "Library Collection as-built survey"
 - iv. Are we to assume the wooden ends currently on the library shelving will need to be put back on?
Response: The wooden end panels will be put back on by others.
 - v. Flyer racks?
Response: Are typically 12" high, 3" deep & 42" tall
 - vi. Speed racks?
Response: The speed racks are not to be moved.
 - vii. All furniture needing to be relocated is identified in Inventory Scheduled Matrix – Loose items?
Response: Yes
 11. **Question:** Are we held financial responsible for Three Rivers staff for drug tests, video, dress code and protective wear violations?
 - i. **Response:** Yes
 12. **Question:** What happens if Three Rivers submits 5 names to us to work on site with us and 5 different people show up, do we work them, do we lose them for drug tests and video for 4 hours?
 - i. **Response:** Any worker coming on-site (from own forces or from hall) must go through project safety requirements including drug test, safety orientation, etc.
 13. **Question:** How many meetings will need to be attended by the selected vendor? What is the duration of those meetings?
 - i. **Response:** The Move Services bid is to include a full-time dedicated Superintendent or Project Manager for the duration of the project. This individual shall attend meetings as

deemed necessary by Gilbane during the various move phases.

14. **Question:** We are union, if our union deems we cannot sign a labor agreement with another union hall is there another option to hire unemployed Will County residents? College Students or State of Illinois DHS applicants?
 - i. **Response:** All Contractors must comply with the Project Labor Agreement and all its requirements.
15. **Question:** According to the General Requirements of the Contract, Section 7.0, normal working hours are from 7am to 3:30pm, with ordinance limitations from 7am to 7pm. Will we be able to work outside of these hours on a regular basis, as our normal working hours are 8am to 4:30pm?
 - i. **Response:** Move Contractor will need to coordinate with JJC and Gilbane prior to starting work.
16. **Question:** Do we hang or install artwork/pictures or is our responsibility limited to moving the artwork/pictures?
 - i. **Response:** Responsible for Moving only.
17. **Question:** What is the prevailing wage for Movers?
 - i. **Response:** The Move Contractor is required to comply with the terms of the Project Labor Agreement and Will County prevailing wages.
18. **Question:** Can we assume we will have exclusive dock and elevator reservations?
 - i. **Response:** Refer to Scope of Work item #14 in the Bid Form for information on the use of elevators.
 - ii. **Response:** One of the loading docks will be reserved for the use of the Moving Company.
19. **Question:** In bid form section L #16 it mentions a "portion" of food services will be frozen or refrigerated food / mover responsible to keep safe temperature: Is the portion accounted for in crates or boxes? How much is a portion if we have to be responsible to keep frozen or refrigerated?
 - i. **Response:** The amount of frozen and refrigerated food will be minimal. The existing freezer and the two walk-in coolers are 7'x10' and the bidder to anticipate them to be 1/3 full. The mover needs to coordinate this move in a timely manner to prevent spoilage but a refrigerated truck is not required.
20. **Question:** Common use PC Matrix: Which column do we refer to for moving purposes? PC or PC's required by Campus Center Furniture plans?
 - i. **Response:** The moves should plan to move 304 PC's. All the PC's which are moving, are detailed on the "Existing PC's by Move Date" spreadsheet. The "Common use PC Matrix" and the "Gateway PC Matrix" are included for the owner's reference and should not be included in the bid.
21. **Question:** Gateway PC': Are these in addition to the PC Matrix or already accounted in PC Matrix?
 - i. **Response:** Refer to question #20.

All other terms and conditions of the Bid Documents remain the same.

Acknowledge receipt of this Supplement No. 2 in your Proposal Form.

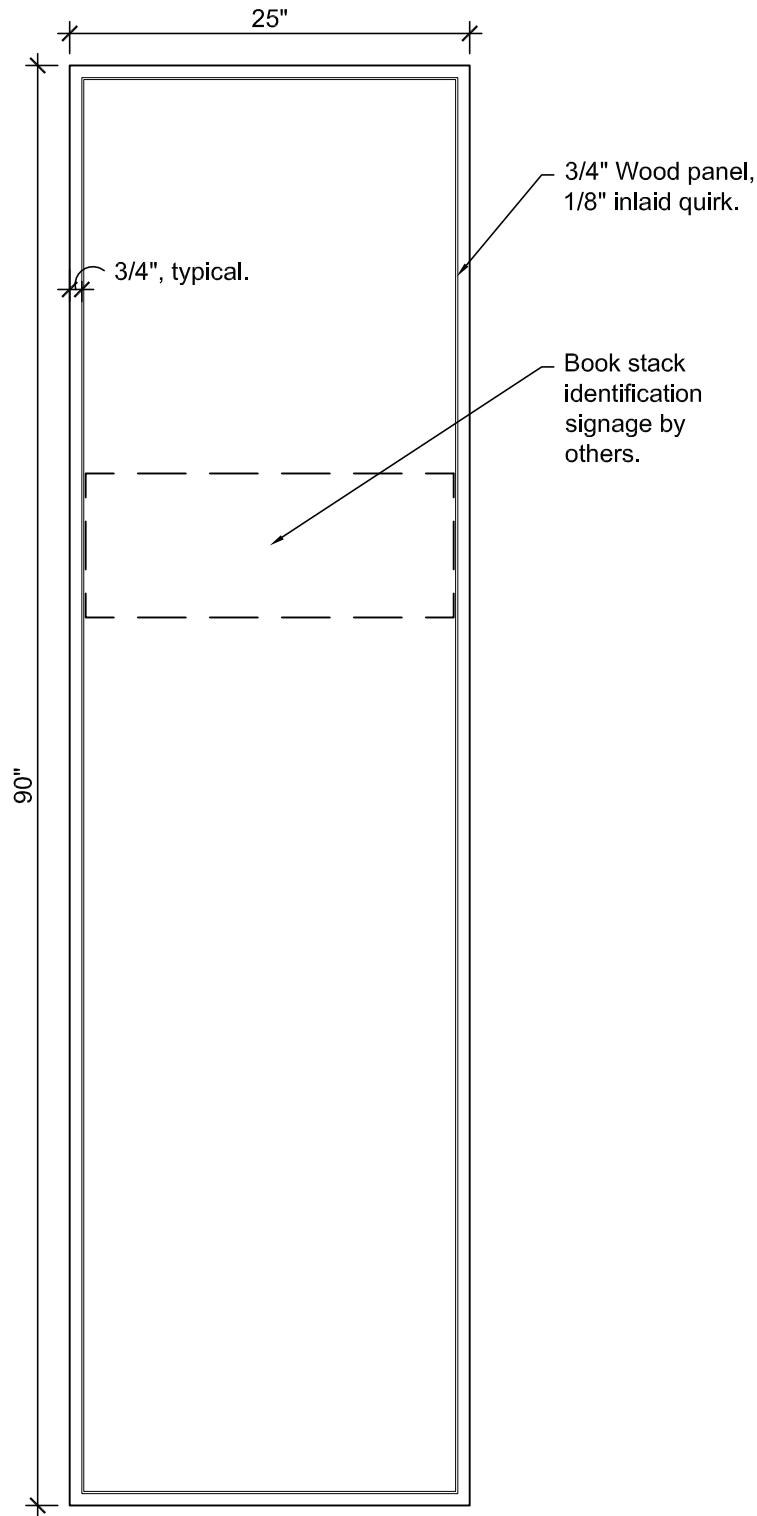
Sincerely,

GILBANE BUILDING COMPANY

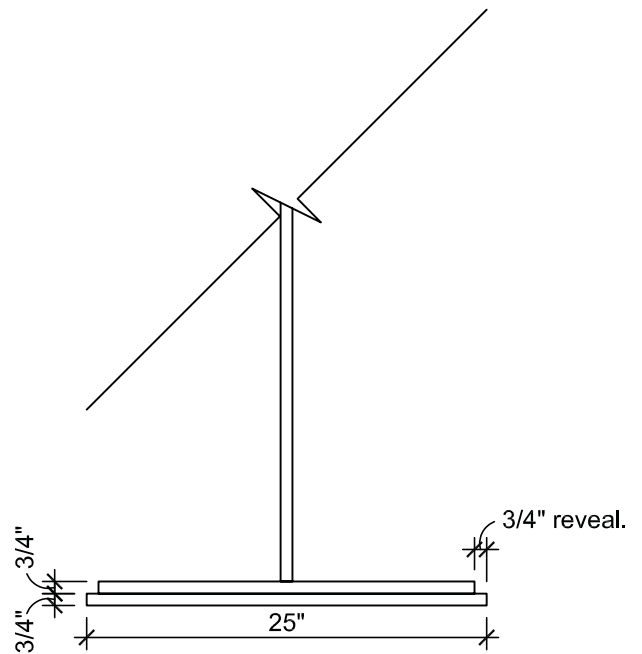
Roz Thomas

Roz Thomas
Purchasing Agent

LE-1

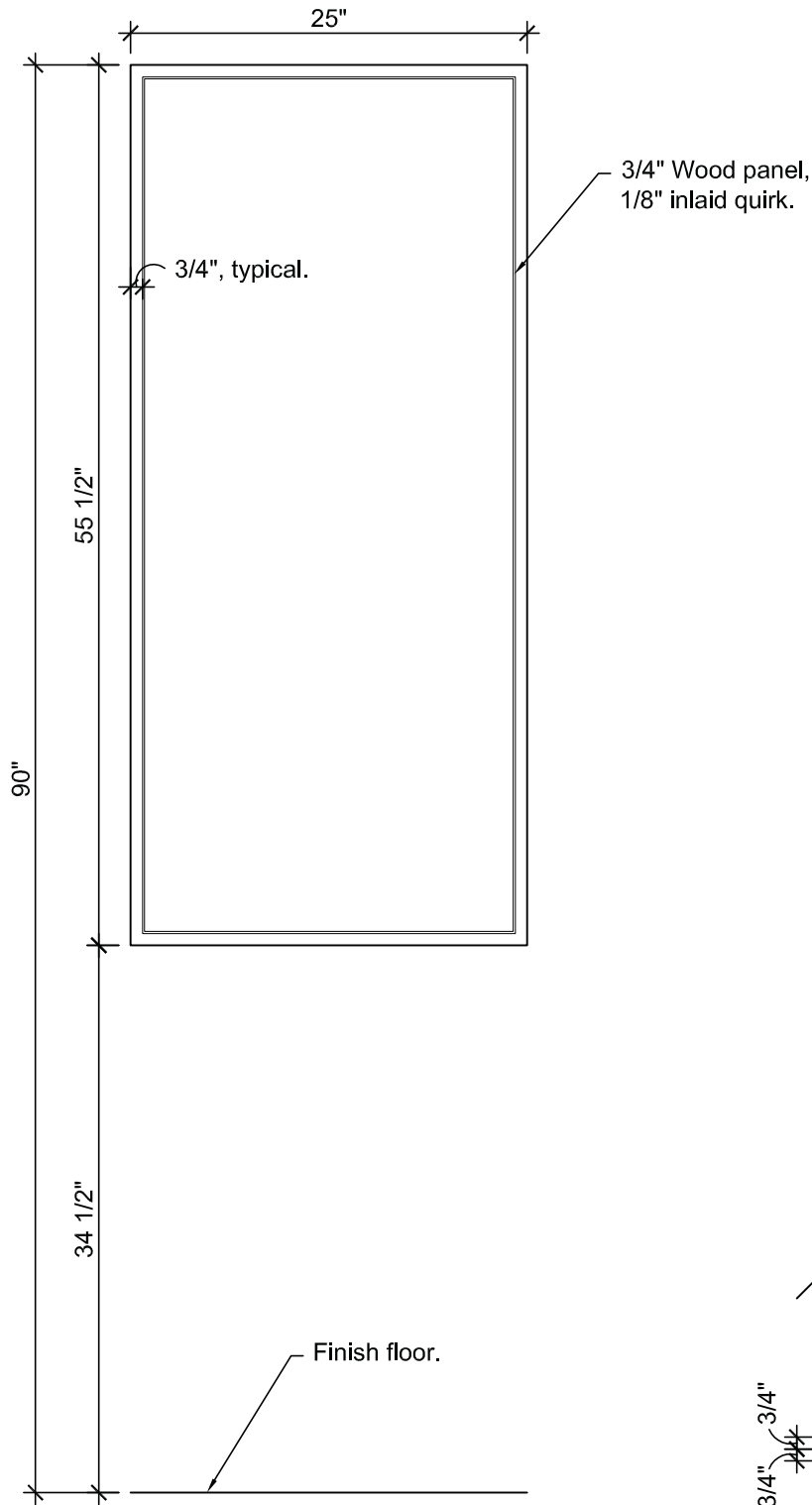


Elevation View

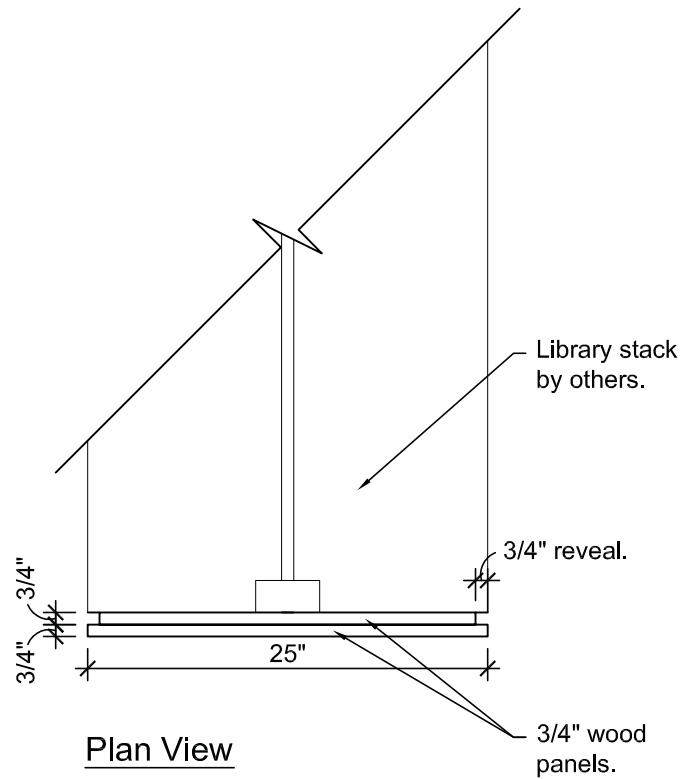


Plan View

LE-1



Elevation View



Plan View