ADDENDUM NUMBER ONE
Kalkin Hall Expansion for the School of Business Administration
November 21, 2013

ADDENDUM DISTRIBUTION: Distribution via email to the following attendees of the site visit held on November 19, 2013. Architects shall verify that consultants have included any and all addenda information in their bid process. Bidders are to acknowledge receipt of this Addendum by listing the number and date of the addendum in their proposal.

Distribute To:

Colin P. Lindberg, Architect
Yeaton Associates, Inc.
Richard M. Doherty, P.E. Structural Engineering
Engineering Ventures
EYP Architecture & Engineering
Maclay Architects
Krebs & Lansing Consulting Engineers, Inc.
Goody Clancy
Centerbrook Architects and Planners, LLP
Perry Dean Rogers Partners Architects
Northern Architects
Wiemann Lamphere Architects
DeWolfe Engineering Associates
Truex Cullins (& Schwartz Silver)
G. Tim Stone Consulting, LLC

Lavallee Brensinger Architects
JMZ Architects and Planners, P.C.
CBT Architects
DuBois & King, Inc.
Freeman French Freeman
Fitzemeyer & Tocci Associates, Inc.
Hardy Structural Engineering
SAS Architects
Shepley Bulfinch
Vermont Integrated Architecture
Hallam-ICS
Black River Design Architects, PLC
Dore & Whittier Architects, Inc.
J. Graham Goldsmith Architects
McLeod Kredell Architects

This Addendum forms a part of the Request for Proposals and modifies it as follows:

1) The Site Visit Minutes dated November 19, 2013 are distributed for reference purposes with this Addendum Number One.

2) The following documents have been made available on the UVM Facilities Design & Construction website (www.uvm.edu/~arch/?Page=projects/kalkin.html&SM=currentprojectmenu.html):

- The Power Point presentation used during the Site Visit held on November 19, 2013
- Existing building drawings
- The Fee Matrix (in Excel format)
3) The University makes the following response to some of the questions received to date. Questions not addressed in this addendum or received after issuance of this Addendum Number One will be addressed in a subsequent addendum.

**Question 1:** Do you anticipate that ledge will be encountered during excavation for the lowest level and/or elevator pits?

**Response 1:** UVM has soil borings, field reports from Pizzagalli Construction, and construction photographs from the 1987 construction of the Kalkin Building. UVM Physical Plant replaced piped utilities in the courtyard several years ago, so their field photographs and the other information can be reviewed by the geotech. firm that UVM will hire with direction for scope by the A/E team, including the structural engineer to review that report.

**Question 2:** If ledge is encountered, will the Contractor be required to do extensive pre-blast and post-blast surveys?

**Response 2:** Based on the geotech. analysis, an appropriate specification to the anticipated conditions will be written by the A/E team.

**Question 3:** Is it the intent that this building will [be] an addition that is integrated with the existing Kalkin building or will this be a new stand-alone building that is separate from the existing building. (Note: This affects ability to achieve LEED Certification, requirements for electrical service, and potentially other things).

**Response 3:** The conceptual study treated the new wing as an addition, but there may be a way to design a “stand alone” building that is connected to the existing structure. Implications to the LEED certification can be discussed as the design process progresses. The existing elevator in Kalkin is intended to serve both the existing and new space and is located near the northeast entrance closest to handicap parking and the delivery entrance.

* * END OF ADDENDUM NUMBER ONE * *
Kalkin Hall Expansion for the School of Business Administration
Site Visit Meeting Minutes

DATE: November 19, 2013

PRESENT: Ken Bean, UVM Facilities Design and Construction
Sanjay Sharma, Dean for the School of Business Administration
Bob Vaughan, UVM Capital Planning & Management
Paula Carlaccini, UVM Facilities Design and Construction
Salvatore Chiarelli, UVM Physical Plant Department
Linda Seavey, UVM Campus Planning Services
Lani Ravin, UVM Campus Planning Services
Colin Lindberg, Colin P. Lindberg, Architect
Randy Burnett, Colin P. Lindberg, Architect
Will Gatchell, Lavallee Brensinger Architects
Louis Piergross, Yeaton Associates, Inc.
David Hutchinson, JMZ Architects and Planners, P.C.
Richard M. Doherty, P.E., Richard M. Doherty, P.E. Structural Engineering
Kathy McMahon, CBT Architects
Russ Miller-Johnson, Engineering Ventures
Peter Gibbs, Engineering Ventures
Richard Dall, DuBois & King, Inc.
Michael Goard, EYP Architecture & Engineering
Jesse Beck, Freeman French Freeman
Bill Gallup, Maclay Architects
Tima Maclaurin, Fitzemeyer & Tocci Associates, Inc.
Bill Nedde, Krebs & Lansing Consulting Engineers, Inc.
Tim Hardy, Hardy Structural Engineering
Ray Urban, Goody Clancy
Cheryl Dowling, SAS Architects
Russell Learned, Centerbrook Architects and Planners, LLP
Michel Pariseau, Centerbrook Architects and Planners, LLP
Stephen Erwin, Shepley Bulfinch
Hayley Bouza, Perry Dean Rogers Partners Architects
Ashar Nelson, Vermont Integrated Architecture
Robie Stoner, Northern Architects
Chris Wilkins, Hallam-ICS
Andrea Murray, Vermont Integrated Architecture
Dennis Webster, Wiemann Lamphere Architects
Keith Robinson, Black River Design Architects, PLC
Jim Drummond, Black River Design Architects, PLC
Zarabeth Duell, DeWolfe Engineering Associates
Lee Dore, Dore & Whittier Architects, Inc.
Meeting Minutes:

1. Dean Sanjay Sharma discussed the proposed addition and the departmental needs which it will address. The School of Business Administration has seen a 50% increase in enrollment since Kalkin was built in 1987. Further enrollment growth is planned. While much of the program requires team-based projects, the building does not have any team room work spaces for these activities. Student teams typically meet in hallways or wherever they can find space in order to work on their projects. Additional needs include a mock interview room to assist students with career preparation, student lounges for both undergraduate and graduate programs, classrooms for the Master in Accounting program and the Sustainable Entrepreneurship MBA program which will be offered beginning in August of 2014 and offices for staff associated with this program, a multipurpose room for speakers, networking, research expo’s, and project displays, offices for three new chaired faculty, space for an IT support cluster, and room for future expansion. Additionally, there is a need for a recognizable main entry point for the Business School. The addition will be funded with privately raised funds and a donor of a naming gift for the addition is being sought. In order to obtain that type of gift it will be important for the new space to have a strong visual sense of separation from the Kalkin Building while remaining sufficiently connected to the building to serve the needs of the Business School as a whole.

2. Ken Bean reviewed key elements of the Request for Proposals. Currently, it is anticipated that the project will go before the UVM Board of Trustees for approval at the May, 2014 meeting.

3. The proposed location for the addition is in the courtyard between the Kalkin and Votey buildings. Firms should note the presence of below ground utilities in this area as described in the RFP. Kalkin is served by the central chilled water plant, but the plant is currently at full capacity. It would be necessary for this project to pay part of the costs of expanding the capacity of the central chilled water plant.

4. The Fee Matrix was distributed in .pdf format with the RFP. An Excel version of the matrix will be placed on the Facilities Design & Construction website for firms’ convenience.

5. The deadline for questions is Friday, November 22nd. Please note that all questions need to be submitted by 3:30 p.m. After today’s site visit, all questions should be submitted in writing to the following email address: arch@uvm.edu

6. A sample of the non-negotiable AIA B102 and B201 contract documents, as modified by the University, are currently available on the Facilities Design and Construction website. Please note that the insurance requirements were recently changed to allow the Architect to determine the appropriate insurance coverage levels for their consultants.
7. There is currently some open air space under Kalkin which might be enclosed as part of this project to capture some additional usable space. A limited amount of renovation is also anticipated, especially on the entrance level of the building.

Questions and Answers:

Q1) Are there any peer institutions whose facility you would want to emulate?

A1) UVM’s peer institutions vary in size as does the size of their Business School facilities. We would want UVM’s facility to be distinctive and would not necessarily wish to emulate a peer institution’s facility. Creating sufficient space to meet the current and anticipated future needs of the School is the most important goal for this project.

Q2) Can you share demographic information of the students?

A2) Approximately 80% of students come from out of state and 20% are from Vermont. The majority of out of state students come from within New England. Approximately 5% are international students. The University expects to see the percentage of international students grow to approximately 20 – 25% within the next 5 years. Currently, 35 – 38% of students are female; our expectation is that the percentage of female students will increase.

Q3) How much of the curriculum is co-taught or co-sponsored with the School of Engineering?

A3) The Sustainable Entrepreneurship MBA program is being strongly promoted and engineering will certainly play a part in that. There is a mandate for Engineering and other colleges to build onto the Entrepreneurship program.

Q4) How do the current numbers break down between undergraduate and graduate students?

A4) There are approximately 900 undergraduates and 100 graduate students. Next year undergraduates may rise to 1,000 or possibly 1,100. Graduate numbers will rise to between 135 and 150 students and possibly as high as 200 over time.

Q5) Will plans of the current building be made available?

A5) Yes, these will be posted on the Facilities Design and Construction website.

Q6) A 12 month construction duration is anticipated?

A6) Construction duration is expected to begin in May, 2015 and last 15 months.

Q7) Occupancy is scheduled for August of 2016?

A7) That is correct.
Q8) How far along does the design need to be for the May, 2014 Board of Trustees meeting?

A8) We need to have a well understood project to present to the Trustees. Development should be sufficient to demonstrate a viable project that meets the program and project budget.

Q9) So Schematic Design or further?

A9) The Architect should define that in their proposal.

Q10) Is a program available?

A10) The program included in the study is in a graphic format. A written program will be provided in Addendum No. 2 on November 25, 2013. The conceptual design presented at the conclusion of the study will be shared with the selected team. The University would prefer not to inhibit the creativity of proposing firms by providing graphic results of the completed study.

Q11) Will design and fund raising efforts for construction be taking place simultaneously?

A11) Fund raising efforts are already underway. A list of potential donors has been identified, but committed amounts will undoubtedly be influenced by availability of renderings.

Q12) The University will not provide a conceptual layout?

A12) Not at this time. The conceptual design presented at the conclusion of the study will be provided to the selected firm.

Q13) Who will be on the selection committee?

A13) Most of the UVM representatives present today will be part of the selection committee as well as 2 or 3 individuals from the Physical Plant Department and the head of the Business School’s advisory board.

Q14) Has an assessment of the existing building been performed?

A14) Not per se. Some level of renovation to the existing building is anticipated as part of this project, but finishes, building systems, and building envelope have been maintained so a backlog of deferred maintenance issues is not in the scope of work. Renovation of existing restrooms is anticipated.

Q15) Can we share the level of the construction budget allocated for the new construction vs. renovation of the existing building?

A15) That information will be provided in Addendum No. 2 on November 25, 2013.

Q16) What is the square footage of the existing building?
A16) UVM Campus Planning Services has verified that Kalkin Hall is 48,690 gross sq. ft.

Q17) Will UVM be providing geotechnical information or is that to be provided by the consultants?

A17) Geotechnical information will be provided by the Owner.

Q18) Are there any specific open space improvement plans imminent that might impact this project?

A18) No.

Q19) Is there interest in creating an underground connection to Votey and/or the new addition?

A19) The partial basement of Votey Hall is used for mechanical space only and there is already a physical connection at the Kalkin west stairwell.

Q20) Will existing mechanical drawings be made available in addition to the architectural drawings?

A20) Response to follow on Addendum Number 2.

Q21) Would mechanical drawings help firms understand existing distribution of services?

A21) Response to follow.

Q22) Is there an existing sub-structure in the courtyard besides the basement area that was part of the tour?

A22) Part of the Votey Hall basement extends under part of the west side of the courtyard where the areaway and air intake are located. In Kalkin, the wide hall in the basement extends west under the courtyard a few feet beyond the skylights. This is shown on the floor plans which will be made available on the Facilities Design and Construction website.

- END OF MEETING MINUTES -

RECORDED BY: Jill Bennett

cc: Attending
<table>
<thead>
<tr>
<th>Name</th>
<th>Firm</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ken Bean</td>
<td>UVM Facilities Design &amp; Construction</td>
<td>802-656-8753</td>
<td><a href="mailto:Kenneth.bean@uvm.edu">Kenneth.bean@uvm.edu</a></td>
</tr>
<tr>
<td>Sanjay Sharma</td>
<td>UVM School of Business Administration</td>
<td>802-656-3177</td>
<td><a href="mailto:Sanjay.sharma@uvm.edu">Sanjay.sharma@uvm.edu</a></td>
</tr>
<tr>
<td>Bob Vaughan</td>
<td>UVM Capital Planning &amp; Management</td>
<td>802-656-1304</td>
<td><a href="mailto:Robert.vaughan@uvm.edu">Robert.vaughan@uvm.edu</a></td>
</tr>
<tr>
<td>Paula Carlaccini</td>
<td>UVM Facilities Design &amp; Construction</td>
<td>802-656-3291</td>
<td><a href="mailto:Paula.carlaccini@uvm.edu">Paula.carlaccini@uvm.edu</a></td>
</tr>
<tr>
<td>Salvatore Chiarelli</td>
<td>UVM Physical Plant</td>
<td>802-656-1072</td>
<td><a href="mailto:Salvatore.chiarelli@uvm.edu">Salvatore.chiarelli@uvm.edu</a></td>
</tr>
<tr>
<td>Linda Seavey</td>
<td>UVM Campus Planning Services</td>
<td>802-656-0215</td>
<td><a href="mailto:Linda.seavey@uvm.edu">Linda.seavey@uvm.edu</a></td>
</tr>
<tr>
<td>Lani Ravin</td>
<td>UVM Campus Planning Services</td>
<td>802-656-3217</td>
<td><a href="mailto:Lani.ravin@uvm.edu">Lani.ravin@uvm.edu</a></td>
</tr>
<tr>
<td>Colin Lindberg</td>
<td>Colin P. Lindberg, Architect</td>
<td>802-864-4950</td>
<td><a href="mailto:colin@colinlindberg.com">colin@colinlindberg.com</a></td>
</tr>
<tr>
<td>Randy Burnett</td>
<td>Colin P. Lindberg, Architect</td>
<td>802-864-4950</td>
<td><a href="mailto:randy@colinlindberg.com">randy@colinlindberg.com</a></td>
</tr>
<tr>
<td>Will Gatchell</td>
<td>Lavallee Brensinger Architects</td>
<td>603-622-5450</td>
<td><a href="mailto:William.gatchell@lbpa.com">William.gatchell@lbpa.com</a></td>
</tr>
<tr>
<td>Louis Piergross</td>
<td>Yeaton Associates, Inc.</td>
<td>603-444-6578</td>
<td><a href="mailto:lpiergross@yeatonassociates.com">lpiergross@yeatonassociates.com</a></td>
</tr>
<tr>
<td>David Hutchinson</td>
<td>JMZ Architects &amp; Planners, P.C.</td>
<td>518-793-0786</td>
<td><a href="mailto:dhutchinson@jmzarchitects.com">dhutchinson@jmzarchitects.com</a></td>
</tr>
<tr>
<td>Richard M. Doherty</td>
<td>Richard M. Doherty, P.E. Structural Engineering</td>
<td>802-660-9212</td>
<td><a href="mailto:rmdoherty@aol.com">rmdoherty@aol.com</a></td>
</tr>
<tr>
<td>Kathy McMahon</td>
<td>CBT Architects</td>
<td>617-646-5199</td>
<td><a href="mailto:mcmahon@cbtarchitects.com">mcmahon@cbtarchitects.com</a></td>
</tr>
<tr>
<td>Russ Miller-Johnson</td>
<td>Engineering Ventures</td>
<td>802-863-6225</td>
<td><a href="mailto:russmj@engineeringventures.com">russmj@engineeringventures.com</a></td>
</tr>
<tr>
<td>Peter Gibbs</td>
<td>Engineering Ventures</td>
<td>802-863-6225</td>
<td><a href="mailto:peterg@engineeringventures.com">peterg@engineeringventures.com</a></td>
</tr>
<tr>
<td>Richard Dall</td>
<td>DuBois &amp; King, Inc.</td>
<td>802-728-7206</td>
<td><a href="mailto:rdall@dubois-king.com">rdall@dubois-king.com</a></td>
</tr>
<tr>
<td>Michael Goard</td>
<td>EYP Architecture &amp; Engineering</td>
<td>518-577-8580</td>
<td><a href="mailto:mgoard@eypae.com">mgoard@eypae.com</a></td>
</tr>
<tr>
<td>Jesse Beck</td>
<td>Freeman French Freeman</td>
<td>802-864-6844</td>
<td><a href="mailto:jbeck@fffinc.com">jbeck@fffinc.com</a></td>
</tr>
<tr>
<td>Bill Gallup</td>
<td>Maclay Architects</td>
<td>802-496-4004</td>
<td><a href="mailto:billg@maclayarchitects.com">billg@maclayarchitects.com</a></td>
</tr>
<tr>
<td>Tim Maclaurin</td>
<td>Fitzemeyer &amp; Toci Associates, Inc.</td>
<td>781-481-0210</td>
<td>x 175</td>
</tr>
<tr>
<td>Bill Nedde</td>
<td>Krebs &amp; Lansing Consulting Engineers, Inc.</td>
<td>802-878-0375</td>
<td><a href="mailto:Bill.nedde@krebsandlansing.com">Bill.nedde@krebsandlansing.com</a></td>
</tr>
<tr>
<td>Tim Hardy</td>
<td>Hardy Structural Engineering</td>
<td>802-655-0755</td>
<td><a href="mailto:thardy@hardyse.com">thardy@hardyse.com</a></td>
</tr>
<tr>
<td>Ray Urban</td>
<td>Goody Clancy</td>
<td>617-850-6572</td>
<td><a href="mailto:Ray.urban@goodyclancy.com">Ray.urban@goodyclancy.com</a></td>
</tr>
<tr>
<td>Cheryl Dowling</td>
<td>SAS Architects</td>
<td>802-863-2227</td>
<td><a href="mailto:cheryl@sasarchitects.com">cheryl@sasarchitects.com</a></td>
</tr>
<tr>
<td>Russell Learned</td>
<td>Centerbrook Architects and Planners, LLP</td>
<td>860-767-0175</td>
<td><a href="mailto:learned@centerbrook.com">learned@centerbrook.com</a></td>
</tr>
<tr>
<td>Michel Pariseau</td>
<td>Centerbrook Architects and Planners, LLP</td>
<td>860-767-0175</td>
<td><a href="mailto:pariseau@centerbrook.com">pariseau@centerbrook.com</a></td>
</tr>
<tr>
<td>Stephen Erwin</td>
<td>Shepley Bulfinch</td>
<td>617-423-1700</td>
<td><a href="mailto:serwin@shepleybulfinch.com">serwin@shepleybulfinch.com</a></td>
</tr>
<tr>
<td>Name</td>
<td>Firm</td>
<td>Telephone</td>
<td>Email</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------------------------</td>
<td>-----------------</td>
<td>------------------------------------------------</td>
</tr>
<tr>
<td>Hayley Bouza</td>
<td>Perry Dean Rogers Partners Architects</td>
<td>617-423-0100</td>
<td><a href="mailto:hayleyb@perrydean.com">hayleyb@perrydean.com</a></td>
</tr>
<tr>
<td>Ashar Nelson</td>
<td>Vermont Integrated Architecture</td>
<td>802-989-7249</td>
<td><a href="mailto:ashar@vermontintegratedarchitecture.com">ashar@vermontintegratedarchitecture.com</a></td>
</tr>
<tr>
<td>Robie Stoner</td>
<td>Northern Architects</td>
<td>802-658-1953</td>
<td><a href="mailto:robie@northernarchitects.com">robie@northernarchitects.com</a></td>
</tr>
<tr>
<td>Chris Wilkins</td>
<td>Hallam-ICS</td>
<td>802-658-4891</td>
<td><a href="mailto:cwilkins@hallam-ics.com">cwilkins@hallam-ics.com</a></td>
</tr>
<tr>
<td>Andrea Murray</td>
<td>Vermont Integrated Architecture</td>
<td>802-989-7249</td>
<td><a href="mailto:andrea@vermontintegratedarchitecture.com">andrea@vermontintegratedarchitecture.com</a></td>
</tr>
<tr>
<td>Dennis Webster</td>
<td>Wiemann Lamphere Architects</td>
<td>802-655-5020</td>
<td><a href="mailto:dwebster@wiemannlamphere.com">dwebster@wiemannlamphere.com</a></td>
</tr>
<tr>
<td>Keith Robinson</td>
<td>Black River Design Architects, PLC</td>
<td>802-223-2044</td>
<td><a href="mailto:keithr@blackriverdesign.com">keithr@blackriverdesign.com</a></td>
</tr>
<tr>
<td>Jim Drummond</td>
<td>Black River Design Architects, PLC</td>
<td>802-223-2044</td>
<td><a href="mailto:jimd@blackriverdesign.com">jimd@blackriverdesign.com</a></td>
</tr>
<tr>
<td>Zarabeth Duell</td>
<td>DeWolfe Engineering</td>
<td>802-876-5022</td>
<td><a href="mailto:Zarabeth.duell@dirtsteel.com">Zarabeth.duell@dirtsteel.com</a></td>
</tr>
<tr>
<td>Lee Dore</td>
<td>Dore &amp; Whittier Architects</td>
<td>802-863-1428</td>
<td><a href="mailto:lpdore@doreandwhittier.com">lpdore@doreandwhittier.com</a></td>
</tr>
<tr>
<td>Tom Hengelsberg</td>
<td>Dore &amp; Whittier Architects</td>
<td>802-863-1428</td>
<td><a href="mailto:thengelsberg@doreandwhittier.com">thengelsberg@doreandwhittier.com</a></td>
</tr>
<tr>
<td>Richard Deane</td>
<td>Truex Cullins &amp; Schwartz-Silver</td>
<td>802-488-8216</td>
<td><a href="mailto:rdeane@truexcullins.com">rdeane@truexcullins.com</a></td>
</tr>
<tr>
<td>Chris Temple</td>
<td>DeWolfe Engineering</td>
<td>802-223-4727</td>
<td><a href="mailto:Chris.temple@dirtsteel.com">Chris.temple@dirtsteel.com</a></td>
</tr>
<tr>
<td>Adam Davis</td>
<td>J. Graham Goldsmith Architects</td>
<td>802-862-4053 x 104</td>
<td><a href="mailto:aadavis@jggarchitects.com">aadavis@jggarchitects.com</a></td>
</tr>
<tr>
<td>Tim Stone</td>
<td>G. Tim Stone Consulting, LLC</td>
<td>802-434-2968</td>
<td><a href="mailto:Tstone52@comcast.net">Tstone52@comcast.net</a></td>
</tr>
<tr>
<td>Stephen Kredell</td>
<td>McLeod Kredell Architects</td>
<td>802-989-7242</td>
<td><a href="mailto:steve@mcleodkredell.com">steve@mcleodkredell.com</a></td>
</tr>
</tbody>
</table>