



Addendum No. 3

**Request for Proposal
Administration Office Improvements
Spartanburg Water System**

Issued on Thursday, April 3, 2025

ACKNOWLEDGE RECEIPT OF THIS ADDENDUM BY INCLUDING THE DOCUMENT ALONG WITH YOUR WRITTEN RESPONSE. FAILURE TO DO SO MAY SUBJECT PROPOSERS TO DISQUALIFICATION. THIS ADDENDUM AND ANY ATTACHMENTS FORMS A PART OF THE REQUEST FOR PROPOSAL DOCUMENT AND MODIFIES THEM AS FOLLOWS:

1. Please see the attached Architectural Drawings.
2. Please see the attached HVAC Design Narrative. The Owner has decided to proceed with Option 1 highlighted in yellow.
3. Please see the attached Electrical Narrative.

SWS ADMINISTRATION BUILDING IMPROVEMENTS
200 COMMERCE ST, SPARTANBURG, SC

mcmillan
pazdan
smith
ARCHITECTURAL

Page No.	Date	Page No.	Date
1	20/05/2024	2	20/05/2024
3	20/05/2024	4	20/05/2024
5	20/05/2024	6	20/05/2024
7	20/05/2024	8	20/05/2024
9	20/05/2024	10	20/05/2024
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91	20/05/2024	92	20/05/2024
93	20/05/2024	94	20/05/2024
95	20/05/2024	96	20/05/2024
97	20/05/2024	98	20/05/2024
99	20/05/2024	100	20/05/2024

1. All work shall include the usual requirements of the LHA adopted listing of the applicable codes, as noted on the brief and all other legal, ethical or professional codes of conduct that may be applicable.
2. Do not scale drawings, clarify any dimensional discrepancies with the architect prior to continuing with the work.
3. Clarify any dimensional discrepancies with the architect before releasing and submitting drawings with the architect prior to continuing with the work.
4. All work listed shown on payed on the construction documents shall be verified and not called by the general contractor except making changes noted.

[illegible]

PARTITION TYPES

[illegible]

1. The purpose of this document is to provide a clear and concise overview of the project's goals, objectives, and deliverables. It serves as a reference point for all stakeholders involved in the project.

2. The project is designed to address the current challenges faced by the organization and to implement a new system that will improve efficiency and reduce costs.

3. The primary objectives of the project are to:

- Develop a comprehensive business plan that outlines the project's scope, timeline, and budget.
- Conduct a thorough market analysis to identify potential risks and opportunities.
- Implement a robust security protocol to protect sensitive data and ensure system integrity.
- Establish a strong communication framework to keep all stakeholders informed and engaged.

4. The project team consists of several key members, each with specific responsibilities:

- **Project Manager:** Oversees the overall progress and ensures that the project stays on schedule.
- **Business Analyst:** Gathers requirements and translates them into functional specifications.
- **Systems Administrator:** Manages the technical aspects of the system, including installation and maintenance.
- **Quality Assurance:** Tests the system to ensure it meets all requirements and is free of bugs.

5. The project timeline is as follows:

- **Phase 1 (Planning):** Duration: 4 weeks. Tasks include defining the project scope and creating a detailed project plan.
- **Phase 2 (Analysis):** Duration: 6 weeks. Tasks include conducting a market analysis and gathering user requirements.
- **Phase 3 (Design):** Duration: 8 weeks. Tasks include designing the system architecture and creating a security protocol.
- **Phase 4 (Implementation):** Duration: 12 weeks. Tasks include installing the system, testing, and training users.
- **Phase 5 (Maintenance):** Ongoing. Tasks include monitoring system performance and addressing any issues that arise.

6. The project budget is estimated at \$500,000, with the following breakdown:

- **Personnel:** \$200,000 (salaries, benefits, and training)
- **Hardware:** \$150,000 (servers, storage, and networking equipment)
- **Software:** \$100,000 (licenses and development tools)
- **Travel:** \$20,000 (conferences and client meetings)
- **Contingency:** \$30,000 (unforeseen expenses)

7. The project risks are categorized as follows:

- **Technical Risks:** Potential issues with system integration and data migration.
- **Financial Risks:** Budget overruns and unexpected costs.
- **Operational Risks:** Disruptions to business operations during the implementation phase.
- **Human Resource Risks:** Lack of skilled personnel and poor communication.

8. The project deliverables include:

- A detailed business plan and project charter.
- A comprehensive market analysis report.
- A system architecture diagram and security protocol document.
- A fully functional system that meets all requirements.
- A user training manual and ongoing support plan.

9. The project will be reviewed and updated regularly to ensure it remains aligned with the organization's goals and objectives.

10. The project team will maintain open communication with all stakeholders throughout the project lifecycle.

11. The project is expected to be completed by the end of the fiscal year, with a final report and evaluation to be submitted.

12. The project is a critical component of the organization's strategic plan and is essential for its long-term success.

13. The project team is committed to delivering a high-quality system that meets the needs of all users and ensures the organization's data is secure and accessible.

14. The project is a testament to the organization's commitment to innovation and continuous improvement.

15. The project is a key initiative for the organization and is expected to have a significant positive impact on its performance.

16. The project is a complex undertaking that requires careful planning and execution.

17. The project is a collaborative effort that involves the participation of all stakeholders.

18. The project is a dynamic process that evolves as more information is gathered.

19. The project is a continuous journey that requires ongoing monitoring and adjustment.

20. The project is a testament to the organization's ability to adapt to change and overcome challenges.

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ABSTRACTION. The abstract model of a program is obtained by removing all details of the implementation and retaining only the essential information. This is done by replacing concrete expressions with abstract ones, which are simpler and easier to analyze. The abstraction function maps concrete values to abstract values, and the concretization function maps abstract values back to concrete values. The abstract model is used to analyze the program's behavior, and the results are then used to infer properties about the concrete program.

G001

200 COMMERCE ST, SPARTANBURG, SC

1. A 25-year-old male is referred to the emergency department with a 2-day history of severe, constant, nonradiating epigastric pain. He reports a recent change in bowel habits, including constipation and a feeling of incomplete evacuation. He has no vomiting, fever, or weight loss. Physical examination is unremarkable. Laboratory studies show a hemoglobin of 12 g/dL, hematocrit of 38%, and leukocyte count of 10,000/mm³. A barium enema study shows a normal colon. Which of the following is the most likely diagnosis?
2. A 45-year-old male with a history of chronic alcoholism presents with a 2-week history of progressive, nonradiating epigastric pain. He reports a recent change in bowel habits, including constipation and a feeling of incomplete evacuation. He has no vomiting, fever, or weight loss. Physical examination is unremarkable. Laboratory studies show a hemoglobin of 12 g/dL, hematocrit of 38%, and leukocyte count of 10,000/mm³. A barium enema study shows a normal colon. Which of the following is the most likely diagnosis?
3. A 60-year-old male with a history of chronic alcoholism presents with a 2-week history of progressive, nonradiating epigastric pain. He reports a recent change in bowel habits, including constipation and a feeling of incomplete evacuation. He has no vomiting, fever, or weight loss. Physical examination is unremarkable. Laboratory studies show a hemoglobin of 12 g/dL, hematocrit of 38%, and leukocyte count of 10,000/mm³. A barium enema study shows a normal colon. Which of the following is the most likely diagnosis?
4. A 60-year-old male with a history of chronic alcoholism presents with a 2-week history of progressive, nonradiating epigastric pain. He reports a recent change in bowel habits, including constipation and a feeling of incomplete evacuation. He has no vomiting, fever, or weight loss. Physical examination is unremarkable. Laboratory studies show a hemoglobin of 12 g/dL, hematocrit of 38%, and leukocyte count of 10,000/mm³. A barium enema study shows a normal colon. Which of the following is the most likely diagnosis?
5. A 60-year-old male with a history of chronic alcoholism presents with a 2-week history of progressive, nonradiating epigastric pain. He reports a recent change in bowel habits, including constipation and a feeling of incomplete evacuation. He has no vomiting, fever, or weight loss. Physical examination is unremarkable. Laboratory studies show a hemoglobin of 12 g/dL, hematocrit of 38%, and leukocyte count of 10,000/mm³. A barium enema study shows a normal colon. Which of the following is the most likely diagnosis?
6. A 60-year-old male with a history of chronic alcoholism presents with a 2-week history of progressive, nonradiating epigastric pain. He reports a recent change in bowel habits, including constipation and a feeling of incomplete evacuation. He has no vomiting, fever, or weight loss. Physical examination is unremarkable. Laboratory studies show a hemoglobin of 12 g/dL, hematocrit of 38%, and leukocyte count of 10,000/mm³. A barium enema study shows a normal colon. Which of the following is the most likely diagnosis?
7. A 60-year-old male with a history of chronic alcoholism presents with a 2-week history of progressive, nonradiating epigastric pain. He reports a recent change in bowel habits, including constipation and a feeling of incomplete evacuation. He has no vomiting, fever, or weight loss. Physical examination is unremarkable. Laboratory studies show a hemoglobin of 12 g/dL, hematocrit of 38%, and leukocyte count of 10,000/mm³. A barium enema study shows a normal colon. Which of the following is the most likely diagnosis?
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- [illegible]

- [illegible]

1. COMPARISON OF THE EFFECTS OF AN INCREASING LEVEL OF INFORMATION WITHIN A RELATION TO EXISTING FIELD CONDITIONS.
2. WHETHER THE INFORMATION RECEIVED IN THE COMBAT DOCUMENTS, DO NOT BE THE SAME.
3. DETERMINE THE USE OF A SINGLE DOCUMENT AND USE IT IN THE SAME MANNER FOR EXISTING FIELD CONDITIONS.
4. ALL INFORMATION THAT IS RECEIVED WITHIN THE COMBAT DOCUMENTS IS THE SAME, AND THE INFORMATION IS THE SAME, AND THE INFORMATION IS THE SAME.

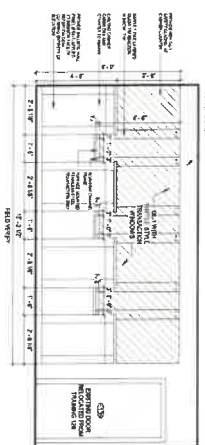
- 1 PROVIDE POWER AND DATA PORTAL POINTED TELEVISION.
- 2 REPAIR/REPLACE OF EXISTING DRAINAGE WITH EXISTING DRAINAGE AND GO TO DIRECT LINE FOR LOCATION OF EXISTING DRAINAGE AND EXISTING DRAINAGE.
- 3 PROVIDE EXISTING DRAINAGE WITH EXISTING DRAINAGE AND GO TO DIRECT LINE FOR LOCATION OF EXISTING DRAINAGE AND EXISTING DRAINAGE.
- 4 PROVIDE EXISTING DRAINAGE WITH EXISTING DRAINAGE AND GO TO DIRECT LINE FOR LOCATION OF EXISTING DRAINAGE AND EXISTING DRAINAGE.
- 5 PROVIDE EXISTING DRAINAGE WITH EXISTING DRAINAGE AND GO TO DIRECT LINE FOR LOCATION OF EXISTING DRAINAGE AND EXISTING DRAINAGE.

- | | | | |
|---|--|---|--|
|  | <p>FIXING DOOR TO FRAME</p> <p>NEW DOOR LOCK HANDLE, USE</p> <p>NO-DRILL</p> |  | <p>NEW WALL & WALL TYPE</p> <p>DO NOT WALL TO DOOR</p> |
|  | <p>INCREASE AREA APPROPRIATELY AND LISTENERS OF PRODUCT SCORE. ONLY TO</p> <p>MEET WITH DESIGN WITH DOOR LOCK WORK. DESIGN IS REQUIRED TO</p> <p>COORDINATE WITH PRODUCT SCORE</p> | | |

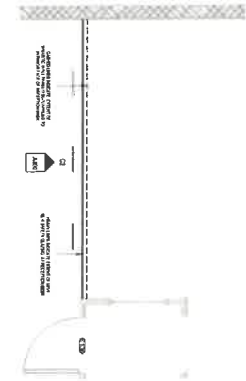
NO.	DATE	DESCRIPTION
1	08/11/2017	ISSUED FOR PERMIT
2	08/11/2017	ISSUED FOR PERMIT

PROJECT: SWS ADMINISTRATION BUILDING IMPROVEMENTS
SHEET: ENLARGED PLANS AND ELEVATIONS
SCALE: AS SHOWN

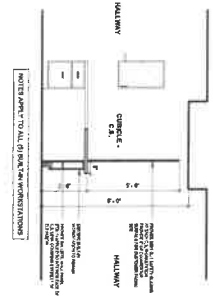
A400



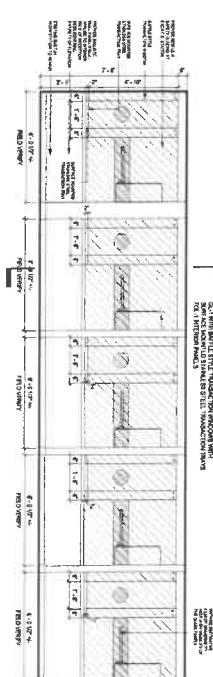
INTERIOR ELEVATION - CASHIER COUNTER



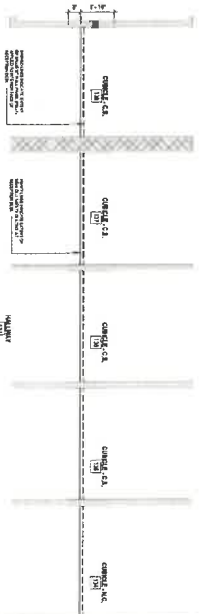
ENLARGED PLAN - CASHIER COUNTER



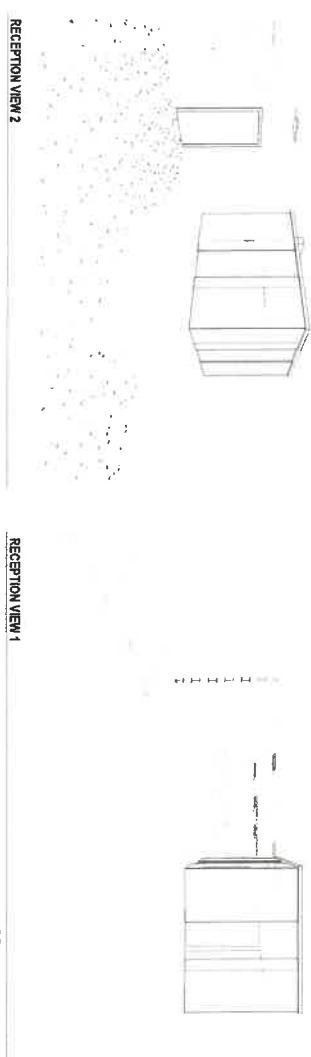
SECTION - CUSTOMER SERVICE



INTERIOR ELEVATION - CUSTOMER SERVICE

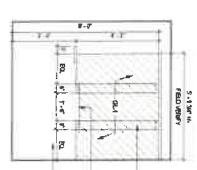


ENLARGED PLAN - CUSTOMER SERVICE

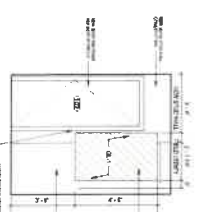


RECEPTION VIEW 2

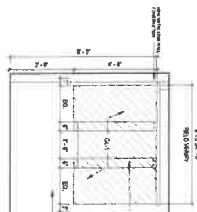
RECEPTION VIEW 1



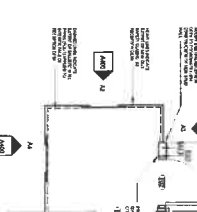
INTERIOR ELEVATION - RECEPTION DESK, RIGHT



INTERIOR ELEVATION - RECEPTION DESK, LEFT



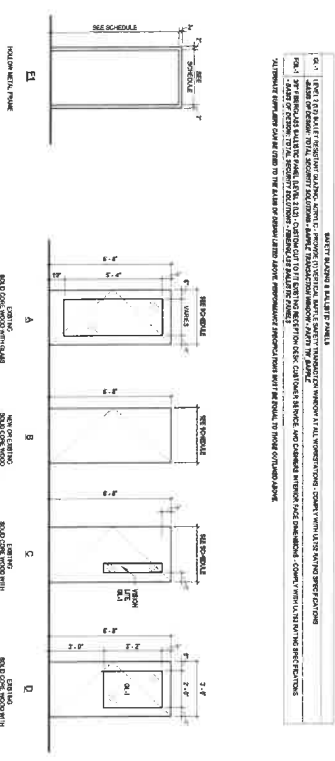
INTERIOR ELEVATION - RECEPTION DESK, FRONT



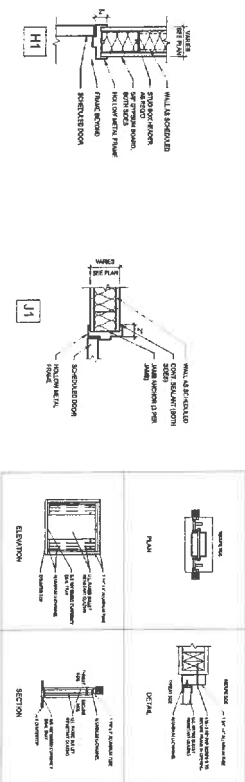
ENLARGED RECEPTION DESK

DOOR SCHEDULE 2004									
DOOR NUMBER	DOOR SIZE	DOOR HARDWARE	DOOR MATERIAL	FIXTURE TYPE	DOOR TYPE	REMARKS			
WEIGHT	HEIGHT	THK.	SET	HEAD	JAMB				
101	7'-0"	8	WOOD	FL	HD				
102	7'-0"	8	WOOD	FL	HD				
103	7'-0"	8	WOOD	FL	HD				
104	7'-0"	8	WOOD	FL	HD				
105	7'-0"	8	WOOD	FL	HD				
106	7'-0"	8	WOOD	FL	HD				
107	7'-0"	8	WOOD	FL	HD				
108	7'-0"	8	WOOD	FL	HD				
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199	7'-0"	8	WOOD	FL	HD				
200	7'-0"	8	WOOD	FL	HD				

HARDWARE SCHEDULE	SOFTWARE SCHEDULE
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U FRAME TYPES



HEAD DETAILS
1/2" HEAD
1/2" HEAD

JAMB DETAILS
1/2" JAMB
1/2" JAMB

BAFFLE TRANSACCION WINDOW DETAILS
1/2" Baffle
1/2" Baffle

FLOOR FINISH LEGEND

INTERIOR FINISH NOTES

1. FINISHES SHOWN ON THIS DRAWING ARE TO BE USED UNLESS OTHERWISE NOTED.
2. FINISHES SHOWN IN PARENTS ARE TO BE USED UNLESS OTHERWISE NOTED.
3. ALL FINISHES SHALL BE IN ACCORDANCE WITH THE FINISHES SCHEDULE.
4. FINISHES SHOWN IN PARENTS ARE TO BE USED UNLESS OTHERWISE NOTED.

AREA	FINISH NAME	FINISH CODE	FINISH DESCRIPTION	FINISH NOTES
CEILING	CEILING	CEILING	CEILING	CEILING
FLOOR	FLOOR	FLOOR	FLOOR	FLOOR
WALL	WALL	WALL	WALL	WALL
DOOR	DOOR	DOOR	DOOR	DOOR
WINDOW	WINDOW	WINDOW	WINDOW	WINDOW
STAIR	STAIR	STAIR	STAIR	STAIR
ROOF	ROOF	ROOF	ROOF	ROOF
FOUNDATION	FOUNDATION	FOUNDATION	FOUNDATION	FOUNDATION
BASEMENT	BASEMENT	BASEMENT	BASEMENT	BASEMENT
MECHANICAL	MECHANICAL	MECHANICAL	MECHANICAL	MECHANICAL
ELECTRICAL	ELECTRICAL	ELECTRICAL	ELECTRICAL	ELECTRICAL
PLUMBING	PLUMBING	PLUMBING	PLUMBING	PLUMBING
PAINT	PAINT	PAINT	PAINT	PAINT
GLASS	GLASS	GLASS	GLASS	GLASS
METAL	METAL	METAL	METAL	METAL
WOOD	WOOD	WOOD	WOOD	WOOD
STONE	STONE	STONE	STONE	STONE
BRICK	BRICK	BRICK	BRICK	BRICK
CONCRETE	CONCRETE	CONCRETE	CONCRETE	CONCRETE
ASPHALT	ASPHALT	ASPHALT	ASPHALT	ASPHALT
GRAVEL	GRAVEL	GRAVEL	GRAVEL	GRAVEL
SOIL	SOIL	SOIL	SOIL	SOIL
ROCK	ROCK	ROCK	ROCK	ROCK
GLASS	GLASS	GLASS	GLASS	GLASS
METAL	METAL	METAL	METAL	METAL
WOOD	WOOD	WOOD	WOOD	WOOD
STONE	STONE	STONE	STONE	STONE
BRICK	BRICK	BRICK	BRICK	BRICK
CONCRETE	CONCRETE	CONCRETE	CONCRETE	CONCRETE
ASPHALT	ASPHALT	ASPHALT	ASPHALT	ASPHALT
GRAVEL	GRAVEL	GRAVEL	GRAVEL	GRAVEL
SOIL	SOIL	SOIL	SOIL	SOIL
ROCK	ROCK	ROCK	ROCK	ROCK

ROOM FINISH SCHEDULE

ROOM	FINISH NAME	FINISH CODE	FINISH DESCRIPTION	FINISH NOTES
CEILING	CEILING	CEILING	CEILING	CEILING
FLOOR	FLOOR	FLOOR	FLOOR	FLOOR
WALL	WALL	WALL	WALL	WALL
DOOR	DOOR	DOOR	DOOR	DOOR
WINDOW	WINDOW	WINDOW	WINDOW	WINDOW
STAIR	STAIR	STAIR	STAIR	STAIR
ROOF	ROOF	ROOF	ROOF	ROOF
FOUNDATION	FOUNDATION	FOUNDATION	FOUNDATION	FOUNDATION
BASEMENT	BASEMENT	BASEMENT	BASEMENT	BASEMENT
MECHANICAL	MECHANICAL	MECHANICAL	MECHANICAL	MECHANICAL
ELECTRICAL	ELECTRICAL	ELECTRICAL	ELECTRICAL	ELECTRICAL
PLUMBING	PLUMBING	PLUMBING	PLUMBING	PLUMBING
PAINT	PAINT	PAINT	PAINT	PAINT
GLASS	GLASS	GLASS	GLASS	GLASS
METAL	METAL	METAL	METAL	METAL
WOOD	WOOD	WOOD	WOOD	WOOD
STONE	STONE	STONE	STONE	STONE
BRICK	BRICK	BRICK	BRICK	BRICK
CONCRETE	CONCRETE	CONCRETE	CONCRETE	CONCRETE
ASPHALT	ASPHALT	ASPHALT	ASPHALT	ASPHALT
GRAVEL	GRAVEL	GRAVEL	GRAVEL	GRAVEL
SOIL	SOIL	SOIL	SOIL	SOIL
ROCK	ROCK	ROCK	ROCK	ROCK



UPPER LEVEL FLOOR FINISH PLAN



SPARTANBURG WATER SYSTEM
SWS ADMINISTRATION BUILDING IMPROVEMENTS
200 COMMERCE ST. SPARTANBURG, SC

A801



March 31, 2025

**HVAC - Design Narrative for
Spartanburg Water System – Administration Building
Spartanburg, S.C.**

The following information will outline, in general terms, the overall effort required for the mechanical modifications and installation of the new Commissioning Room at the SWS Administrations Building. This design narrative is based on the updated floor plans from MPS received this month and the existing set for construction dated 5/20/2016. The age of the equipment is still within an acceptable age range and is not accounted for in this proposed design. Any part of the information contained in this narrative is subject to change prior to detailed construction documents.

Mechanical

The mechanical scope for this project is consists of the demolition of the new connections, C.S Offices and the existing Commissioning Room to create a larger Commissioning Room. There are some options on how to move forward with a range of demo and renovations work. Currently the new space is served by VAV-5a and VAV-2 which are both served by AHU. Below we breakout a couple options on how to move forward.

- Option 1 – Since the floorplan is combining (2) existing HVAC zones (in their entirety) without changing the way the space is used this option would slow for the existing two zones to remain in place. This would require some minor modifications to diffuser locations and an air balance to ensure the systems work well with the floor plan changes. This would save money by reusing most of the existing systems and limiting the required demo. The negative to this option is having two units (two thermostats) controlling the same space, which can cause the units to fight each other to maintain the room temperature (waste in energy). However, we don't see a huge issue with these negative points.
- Option 2 – As previously mentioned, this new space is currently served by two separate zones which both would be two small to serve the new space individually. This option would be to remove these two zones (VAV-5a and VAV-2 and a majority of the ductwork) and replace them with a larger 12" Single duct VAV Box (with electric heat at the same voltage as the existing) to control the space as a single zone. This option would provide a better and more efficient system. The negative to this option would be its significantly more expensive due to the large amount of demolition required and the addition of a new VAV box and ductwork.



April 1st, 2025

To: Mr. Andrew McCall
McMillan Pazdan Smith
127 Dunbar Street
Spartanburg, South Carolina. 29306

From: Robbie McDade
Matrix Engineering
912 South Pine Street
Spartanburg, South Carolina 29302

Re: Spartanburg Water – Administration building Improvements Electrical Narrative

The following narrative is to document the intent of Matrix Engineering regarding the electrical design for Spartanburg Water Administration building improvement project, located in Spartanburg, South Carolina.

Service & Distribution:

- The building is currently fed by Duke Energy via a pad mounted transformer.
- The existing electrical service is 208/120 volt, 3 phase, 4 wire, 60 hertz rated at 800 amperes.
- The building is currently backed up by an existing stand-by generator.

Electrical Demolition Plan:

- Remove existing receptacles and data device boxes within walls to be demoed.
- Remove all existing lighting in offices to be demolished. Leave conduit and conductors for new replacement fixture.
- Fixtures located within the existing Commission room shall remain.
- Remove existing fire alarm devices currently installed in demolished walls. The contractor shall protect the existing devices and store during the demolition phase. The existing devices are to be relocated on new walls.

Receptacle Power Plan:

- New receptacles are to be installed to suit the new layout.
- Provide power and data to quantity (2) new wall mounted television monitors within the new Commission Room.
- New circuits to be wired to existing Panel D located on the upper floor of the building.
- Galvanized EMT shall be used in dry locations only, concealed in dry partitions, above accessible ceilings for branch circuits, signaling and control circuits. Minimum size shall be ¾". Fittings shall be compression type.
- All conduit shall be color coded. Color bands shall be applied using two full turns around the conduit and shall be placed 6 inches from all conduit terminations into panels, pull boxes, junction boxes, equipment etc. and where conduit enters the top of a wall to feed a box below.
- Conductors shall be copper of not less than 98% conductivity, 600-volt insulation. Size #10 and smaller shall be solid (except for control and auxiliary wiring). Size #8 and larger shall be stranded.
- Insulation for dry locations shall be THHN/THWN-2. Insulation for wet locations shall be XHHW.

- New wiring devices to be specification type.

Mechanical Power (HVAC):

- There are currently (2) VAV units that serve the Commission Room space. Per the mechanical engineer design narrative. Both units are to remain and are to continue serving this room. No electrical work is anticipated for the scope of this project.

Lighting:

- New linear recessed fixtures are to be installed within the new Commission Room. The new light fixtures are to match the existing light fixtures currently installed in the room. Contractor shall price Finelite Lighting Catalog #HP4-R-6-S-8-40-F-120-SC-C1.
- Two of the new linear fixtures listed above shall contain battery back-up integral to fixture for egress lighting.
- New fixtures shall be wired to the existing area lighting circuit.
- Electrical contractor to provide and install quantity (2) line voltage 0-10v wall mounted dimmers to control the existing and new fixtures.
- Electrical contractor shall relocate the existing toggle switch to new door location that currently controls the existing cove lighting.
- Electrical contractor to provide quantity (1) new 2x4 LED fixture and wall mounted occupancy sensor for the new storage room.

Fire Alarm:

- The facility has an existing Notifier by Honeywell fire alarm system.
- Electrical contractor to re-install existing wall mounted fire alarm devices in new wall.

Data/Communications Plan:

- Conduit and backbox infrastructure will be provided for any new data locations. Outlets shall consists of a 2-gang box with a single gang mud ring with minimum 1" conduit routed to above ceiling.

Security Plan:

- Existing card reader/door access system is currently installed at select doors.
- Provide new card reader at new Commission room door.

Please contact me with any questions or concerns regarding this project.

Best Regards,

Robbie McDade