

## Addendum

PROJECT: Gillum Hall Second Floor Renovation

ADDENDUM # 1

DATE: 11/13/2015

TO: ALL INTERESTED BIDDERS OF RECORD

BID NUMBER: B0024204

This Addendum # 1 forms part of the Contract Documents and modifies the original Bidding Documents. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to acknowledge this Addendum may subject Bidder to disqualification.

### GENERAL INFO

1. A Pre-Bid meeting was held on November 10, 2015 at 2:00pm at the site, Attached to this Addendum # 1 is a copy of the Agenda for that meeting. This Agenda becomes a part of the Bidding Documents.
2. A copy of the Pre-Bid sign-in sheet is included as part of this Addendum # 1 and is issued for informational use only.

### SPECIFICATION REVISIONS

1. Delete Section 002000 BID FORM in its entirety and replace with new Section 002000 BID FORM Revised for Addendum # 1 included as a part of this Addendum # 1. The revised Bid Form adds Unit Prices to Appendix B.
2. Delete Section 012370 UNIT PRICES in its entirety and replace with new Section 012370 UNIT PRICES Revised for Addendum # 1.
3. Add Section 102813 TOILET ACCESSORIES included as a part of this Addendum # 1
4. Section 23 82 19 Fan Coil Units
  - a. Page No.3, paragraph 2.1, M
    - 1) Add the following manufacturers  
Engineered Air  
Zehnder-Rittling

### DRAWING REVISIONS

1. Sheet A102: The note referring to the TV shall be renumbered number 1
2. Sheet A102: Plan note 1 referring to the partial wall construction is mislabeled, Change to Plan Note 10.

### QUESTION AND ANSWERS

- Q The specified glass for the door vision lite is discontinued.  
A Substitute the glazing with Architectural Glass #GL 560-6 "Sycamore" in tempered glass.
- Q Are the walls rated?  
A No, only provide fire stopping where floor penetrations are made.

- Q Door Signage locations?  
A All signage locations will be determined later with the appropriate verbiage. An allowance for this signage is noted in the Bidding Documents
- Q The doors labeled as 260 and 261 in specification differ from the plan notes.  
A Both of these doors; frames and hardware shall be from the stock of salvaged doors from the demolition areas and shall be re-installed in the new walls.
- Q Sheet A102: There are two note # 12's on the plan sheet.  
A The note referring to the T.V. shall be re-assigned to be number 13.
- Q Sheet A102 Note #10 is not present on the plan sheet.  
A The note shall refer the new partial wall construction located in room 210 on the plan sheet. It is currently mislabeled as #1 on the plan sheet.
- Q What is the existing ceiling heights?  
A The existing ceiling heights will need to be measured by the contractor as there is a lower plaster hanging ceiling that is anchored to the higher concrete deck above. All new ceiling grid will need to be anchored to the concrete deck and not the plaster ceiling structure. Contractor will determine the extent of the demolition required for installation of these required anchoring locations for ceiling and all other mechanical / electrical work. The new lay-in ceiling heights will match with the existing in each area.
- Q The specification section for toilet accessories is missing.  
A This specification section will be added to this Addendum.
- Q Will the existing furniture remain?  
A All of the furniture will be removed from the areas of construction. Some of the furniture may be stored in the center area of the main corridor as it is scheduled to be re-installed on the floor. ISU will coordinate with the contractor as to the extent of this stored furniture and best location during the project.
- Q Is there a room finish schedule?  
A The finishes for each of the rooms is noted on plan sheet A102 for the wall painting; carpeting and the vinyl base. The ceiling grid and tile is noted on plan sheet A104
- Q Is the wall height to extend to the plaster deck of the higher concrete deck?  
A All of the walls are to extend to the existing plaster deck ceiling. The walls on the north side shall have drywall and batt insulation install to this plaster deck height, the south side will only require to have drywall and batt insulation extend minimum of 6" above new lay-in ceiling height..
- Q There is a 4'x4'x6' standalone vault in room 202. Will this be removed by ISU or will it be left for the GC to remove?  
A The vault will be removed by ISU during the project as it will not fit thru the existing vault door. Contractor will need to remove the existing walls first before the vault can be removed.
- Q What is the construction of the walls for room 202?  
A The walls around the vault are assumed to be clay masonry units
- Q Is there a Finish Hardware spec for the project as referenced in 081100 3.05?  
A All new doors shall have lever set hardware and three pair of ball-bearing hinges as specified in the specification section. All existing doors and salvaged doors shall have the hardware reused unless otherwise noted. ISU will rekey these existing lock cores as needed.
- Q On print 001 Technology Symbols it calls for Cat6A cable and jacks to be used for the Aps. All other horizontal cabling is CAT6. Is this correct?  
A This is correct. Cat 6A to WAP's and Cat 6 to all other locations
- Q Do you want the RG6 coax cable for the TVs terminated on a patch panel in the IDF or the wall?  
A Terminate on the wall.

OWNER COMMENT

1. Last day for questions shall be Monday November 16<sup>th</sup> at 3:00pm.
2. Given the time line for construction this Bid will not be extended.

End of Addendum # 1

Attachments

Pre-Bid Agenda revised

Scanned Pre-Bid sign-in sheet

Section 002000 Bid Form revised

Section 012370 Unit Prices revised

Section 102813 Toilet Accessories

**ISU Form PBA-14/AE**

**Pre-Bid Conference Agenda / Information**

DATE: November 10, 2015  
TIME: 2:00pm  
LOCATION: Gillum 2<sup>nd</sup> Floor

**Introduce Project.....** Gillum Hall Second Floor Renovation, Bid Number B0024204

**Architect/Engineer: ISU Department of Facilities Management/R.E. Dimond**

Main Contact: Scott Tillman Phone **812-237-8198** Fax: **812-237-7630**  
E-mail [scott.tillman@indstate.edu](mailto:scott.tillman@indstate.edu)

Other A/E Contacts: Dale Warner R.E. Dimond Phone 317-634-4672  
E-mail [dale.warner@redimond.com](mailto:dale.warner@redimond.com)

**Introduce Owners Team...**

Bryan Duncan, Director of Capital Planning & Improvements  
(812)-237-8195 e-mail [bryan.duncan@indstate.edu](mailto:bryan.duncan@indstate.edu)  
Mark Pupilli, Mechanical/Electrical Rep: (812)-237-8185 e-mail [mark.pupilli@indstate.edu](mailto:mark.pupilli@indstate.edu)  
Pat Teeters, Contract Administrator: (812)-230-6141(cell) e-mail [patrick.teeters@indstate.edu](mailto:patrick.teeters@indstate.edu)  
Mark Craven, R.E. Dimond (317)-634-4672

**Bidding Documents:**

The Bid Documents are available for download on-line at the ISU Plan Room website  
<http://www.indstateplanroom.com/> (Download of Bid Documents is free).

Note: Bidders must register for a free account the first time they access the website.

The Bid Documents may be ordered on CD (at a cost of \$7.50 per CD) or on paper copy (at applicable printing costs) from:

Rapid Reproductions, Inc. (812)-238-1681  
129 South 11<sup>th</sup> Street  
Terre Haute, IN 47807

**Forms for Bidding:**

- Published Bid Form (Section 002000 of Project Manual)
- Bid Bond or Check (For at least 5% of Total Bid for Base Bid(s) and all add Alternates)
- Non-Collusion Affidavit (Included on Bid Form, submission of Bid confirms compliance)
- Latest audited financial statement (submit with Bid or on the next business day after Bid)
- Addendums indicated (on page 1 of Bid Form)
- Duration of construction (Signature of Compliance on Bid Form)
- Debarment Form (Section 001020 of Project Manual, submit with Bid)
- Diversity Participation List (Section 001040 of Project Manual, submit by noon on the next business day if apparent Low Bidder)

**Submit Bids and other information to:**

Office of the Purchasing Department  
Facilities Management and Purchasing Building  
951 Sycamore Street  
Terre Haute, Indiana 47809

**Bid Date: November 18, 2015**      **Time: 2:00pm**

**Type of Bid:**

Single Prime

**Award Date:**

Within seven (7) days or less

**Alternates:**

Alternate No. 1: Cost for purchasing and installation of LED lighting to replace the existing Fluorescent lighting in select areas of the project. Refer to the electrical lighting plans for these locations.

**Allowances:**

Allowance # 1: A \$30,000 allowance shall be included in the Base Bid for unforeseen conditions. It is solely at the discretion of the Owner what may be charged to this Allowance.

Allowance # 2: A \$10,000.00 Allowance shall be included in the Base Bid for Abatement

Allowance # 3: A \$10,000.00 Allowance shall be included in the Base Bid for window treatment

Allowance # 4: A \$5,000.00 Allowance shall be included in the Base Bid for signage

Allowance # 5: A \$15,000.00 Allowance shall be included in the Base Bid for replacement of branch circuit wiring and devices not shown to be replaced. Costs allowed will be based on Unit Prices provided in Appendix B

**Supplier/Subcontractor list:**

Appendix A, submit with Bid

**Unit Prices:**

Unit Price 1 - Price per Lineal Foot to remove and replace #12 conductor

Unit Price 2 - Price each to replace one duplex receptacle with nylon cover plate

Unit Price 3 - Average price to replace switch (1 pole, 3-way, 4-way) with nylon cover plate

**Construction Dates:**

The Contractor shall begin Work within seven (7) days after Award. All Work shall be substantially completed within one hundred twenty (120) calendar days. Final closeout shall be within sixty (60) calendar days thereafter. A warranty walk-thru will be held eleven (11) months from the date of substantial completion.

**Tax Exempt (non profit)**

Indiana State University is a Tax Exempt Institution and Indiana Sales Tax for products permanently incorporated in work shall not be included as part of the Bid or on any Application for Payment

**Hours of Construction:**

Normal 7:00am-4:00pm Afterhours maybe arranged with the Owner

**Permits and fees:**

Include with Bid

**Asbestos or other hazardous materials:**

The Owner will abate known asbestos. If suspicious material is encountered, stop work in that area immediately and contact the Owner for clearance or removal.

**General Project Information and Requirements:**

Site protection: See Specifications

Material storage: On-site

Parking: See Section 003000 1.06 for requirements

Communication: Job Superintendent shall have a cellular phone.

Fire Protection: See Section 003000 1.08 C for requirements

Salvage: The Owner has the right of first salvage. The Owner will supply a list of any items, not slated for reuse, which the Owner wishes to salvage. All items to be salvaged will be delivered to a location on the ISU campus as directed by the Owner.

Coordination With Owner: A minimum of 48 Hours prior notification of any closings, areas to be blocked off or utility shutdowns.

Smoking Policy: See Section 003000 1.05 for Rules

**Diversity Participation:**

Pursuant to I. C. § 5-16-1-7 Indiana State University has established as a goal that at least five percent (5%) of its awarded contracts be let to minority business enterprise, as defined in I.C. § 4-13-16.5-1. Indiana State University welcomes Bids from minority owned business enterprise (MBE) and women owned business enterprise (WBE). For full information refer to Section 001030 of the Project Manual.

Prime Bidders are encouraged to solicit Bids for subcontractor work from MBE and WBE firms for Indiana State University Project Bids and, whenever qualified and economically feasible, utilize these Bids for submission of the Prime Bid. Report MBE or WBE firms used on the Diversity Participation List Form, contained in Section 001040 of the Project Manual, and submit to the ISU Purchasing office by 12:00pm local time on the first working day following the Bid Opening. The Form may be hand delivered, faxed to (812)-237-3599 or e-mailed to [mike.bonnett@indstate.edu](mailto:mike.bonnett@indstate.edu) and [louise.montgomery@indstate.edu](mailto:louise.montgomery@indstate.edu)

A list of registered MBE and WBE firms is available on the ISU Purchasing website at: <https://p11.secure.hostingprod.com/@isupurchasing.org/ssl/SubcontractorTracking/ContractorMaintMenuAdmin.php> and on the State of Indiana website at <http://www.in.gov/idoa/mwbe/2743.htm>

**Additional Site Visits:**

None Scheduled. The space is unoccupied so Contractor may visit, if access is needed to other areas contact Scott Tillman or Pat Teeters to schedule access.

**Owner Comments:**

1. All question shall be submitted to Scott Tillman with a copy to Pat Teeters. For MEP questions it is acceptable to also submit to Dale Warner simultaneously.
2. The rest of the building is occupied so some noisy work may have to be scheduled during off hours
3. The elevator is old and very small. Bidders should anticipate alternative means of material transport will be required.
4. There is an active fire alarm in the work area. Contractor shall protect fire alarm devices from debris and dust infiltration either by bagging or removal. Any devices not so protected shall be cleaned or replaced at no additional cost to the Owner.
5. This agenda will be issued as part of Addendum # 1.

**Consultant Comments:**

***See Addendum # 1 for Consultant comments if any***

**Contractor questions:**

***See Addendum # 1 for Contractor questions***

e.c. Electronic Project Folder

# Sign-in Sheet

Meeting: Gillum Second Floor Renovations Pre-Bid

Date: November 10, 2015

Time: 2:00pm

Name	Pat Teeters		
Company	ISU Department of Facilities Management		
Phone	812)237-8187	Fax	812-237-7630
Cellular	812-230-6141	E-mail	<a href="mailto:patrick.teeters@indstate.edu">patrick.teeters@indstate.edu</a>

Name	Scott Tillman		
Company	ISU Department of Facilities Management		
Phone	812-237-8198	Fax	812-237-7630
Cellular		E-mail	<a href="mailto:scott.tillman@indstate.edu">scott.tillman@indstate.edu</a>

Name	Dale Warner		
Company	R.E. Dimond and Associates		
Phone	317-634-4372	Fax	
Cellular		E-mail	<a href="mailto:dale.warner@redimond.com">dale.warner@redimond.com</a>

Name	Wayne Seaman		
Company	Hareah Plumbing		
Phone	232-6222	Fax	
Cellular		E-mail	

Name	Wes Readinger		
Company	Hannig		
Phone	812-235-6218	Fax	
Cellular		E-mail	<a href="mailto:Wreadinger@hannigconstruction.com">Wreadinger@hannigconstruction.com</a>

Name	Melissa Jenkins		
Company	Guardian Computer Systems		
Phone	812-232-5800	Fax	812-232-5855
Cellular		E-mail	<a href="mailto:troy@guardiancomputer.net">troy@guardiancomputer.net</a>

# Sign-in Sheet

Meeting: Gillum Second Floor Renovations Pre-Bid

Date: November 10, 2015

Time: 2:00pm

Name	Greg Atkey		
Company	FW		
Phone	812-242-0680	Fax	
Cellular		E-mail	greg.atkey@freitaginc.com

Name	Derek Bridge		
Company	Evan & Ryan		
Phone	812-232-6662	Fax	Same
Cellular		E-mail	info@evan-ryan.com

Name	Bill Eisler		
Company	RE Dimond and Assoc		
Phone	317-634-4672	Fax	
Cellular		E-mail	bill.eisler@redimond.com

Name	MICHAEL WANNINGER		
Company	AAA ELECTRIC OF T.H.		
Phone	812-232-1500	Fax	
Cellular	812-236-5438	E-mail	AAAELECTW@aol.com

Name	Tim Twitchell		
Company	GARMONG		
Phone	812-234-3714	Fax	812-234-1403
Cellular		E-mail	ttwitchell@garmong.net

Name	Andy Ewald		
Company	REDMOND ASSOC.		
Phone	317-634-4672	Fax	317-638-8725
Cellular		E-mail	ANDY.EWALD@REDMOND.COM



# Sign-in Sheet

Meeting: Gillum Second Floor Renovations Pre-Bid

Date: November 10, 2015

Time: 2:00pm

Name	DON JUNGST		
Company	MEZZETTA INC		
Phone	317-328-8009	Fax	317-328-9013
Cellular	317-696-2019	E-mail	DON@MEZZETTAINC.COM

Name	DON JENKINS		
Company	SYCHAUDRE ENO.		
Phone	812-232-0968	Fax	
Cellular		E-mail	

Name			
Company			
Phone		Fax	
Cellular		E-mail	

Name			
Company			
Phone		Fax	
Cellular		E-mail	

Name			
Company			
Phone		Fax	
Cellular		E-mail	

Name			
Company			
Phone		Fax	
Cellular		E-mail	

002000  
BID FORM Revised for Addendum # 1

BASED ON BID FORM  
FORM NO. 96  
REVISED FORMAT 1/14/2013

GENERAL BID FOR PUBLIC BUILDING

PROJECT: Gillum Hall Second Floor Renovation, Bid Number B0024204

TO: INDIANA STATE UNIVERSITY  
BOARD OF TRUSTEES  
TERRE HAUTE, INDIANA

FROM:

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(Name of Bidder) (Company Name)

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(Address)

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(City, State, Zip)

Phone Number \_\_\_\_\_

MBE/WBE BIDDING:

Is the Bidder (Prime Contractor) or any Subcontractor MBE or WBE Compliant? Yes  No

See Section 00103 for requirements for MBE/WBE Compliance. Section 00104 must be **completed** by the **Apparent Low Bidder(s)** or any **MBE/WBE Bidder(s)** and submitted by 12:00 noon local time on the day following the Bid opening to the ISU Purchasing Department. Fax to (812)-237-3599

ADDENDA

The following Addenda have been received. The modifications to the bidding documents noted therein have been considered and all costs thereto are included in the Bid Sum(s).

Addendum # _____	Dated _____
Addendum # _____	Dated _____
Addendum # _____	Dated _____
Addendum # _____	Dated _____

OFFER:

Pursuant to and in compliance with 'Instructions to Bidders', and other Bidding Documents prepared by the Indiana State University Facilities Management Department for the above mentioned project, the undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the Work at the place where the Work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the Work within the time stated and in strict accordance with the intent of the proposed Contract Documents, including furnishing bonds, insurance, labor, materials, and to do all the Work required to construct and complete in accordance with the proposed Contract Documents as follows:

002000  
BID FORM Revised for Addendum # 1

BASE BID  
Gillum Hall Second Floor Renovation per Specifications and Drawings

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_ )  
(State Amount in Words)

ALTERNATE BIDS

1. Alternate No. 1: Cost for purchasing and installation of LED lighting to replace the existing Fluorescent lighting in select areas of the project. Refer to the electrical lighting plans for these locations.

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_ )  
(State Amount in Words) Add  Deduct

ALLOWANCES

1. A \$30,000.00 Allowance shall be included in the Base Bid for Unforeseen Conditions.
2. A \$10,000.00 Allowance shall be included in the Base Bid for Abatement
3. A \$10,000.00 Allowance shall be included in the Base Bid for window treatment
4. A \$5,000.00 Allowance shall be included in the Base Bid for signage
5. A \$15,000.00 Allowance shall be included in the Base Bid for replacement of branch circuit wiring and devices not shown to be replaced. Costs allowed will be based on Unit Prices provided in Appendix B.

Indiana State University is a Tax Exempt Institution and Indiana Sales Tax for products permanently incorporated in work shall not be included as part of the Bid. All other applicable Federal, State and Local taxes shall be included in the Bid sum.

ACCEPTANCE

This offer shall be opened to acceptance and is irrevocable for the period as follows:

- Base Bid and All Alternates - One Hundred Twenty (120) calendar days from the Bid opening date.

If the Owner accepts the Bid within the time period stated above, Bidder will:

- Furnish the required bonds and insurance certificates within ten (10) calendar days of receipt of the Award Letter
- Commence work within seven (7) calendar days of receipt of the Award Letter or as Directed by the Owner.
- Execute the Contract for Construction Between Indiana State University and Contractor within seven (7) calendar days of receipt of the Contract.

The undersigned Bidder agrees to coordinate and expedite their work and that if the Award is given within fourteen (14) calendar days from the Bid opening date the work shall be substantially completed as listed in Section 001010 Instructions To Bidders 1.01. If the Award is not made within the stated fourteen (14) calendar days then the substantial completion date may be adjusted as allowed by the Contract Documents or as mutually agreed upon in writing by the Owner and Contractor.

\_\_\_\_\_  
Bidder's Authorized Representative

\_\_\_\_\_  
Title

**It is understood that the Owner reserves the right to waive any irregularities in Bidding and to reject any or all Bids. It is further understood on Bids with multiple Bid Packages the Owner reserves the right to selectively Award individual Bid Packages to multiple Prime Bidders submitting the lowest and best Bids for the individual Bid Packages.**

**NON-COLLUSION AFFIDAVIT**

The Bidder, by its officers and agents or representatives present at the time of filing this bid, being duly sworn, say on their oaths that neither they nor any of them have in any way, directly or indirectly, entered into any arrangement or agreement with any other bidder, or with any public office of the State of Indiana, of any county or municipality or other public offices whereby such affiance or either of them, has paid or is to pay to such other bidder or public officer any sum of money, or has given or is to give to such other bidders or public officer anything of value whatever, or such affiance of either of them has not, directly or indirectly entered into any arrangement or agreement with any other bidder or bidders, which tends to or does lessen or destroy free competition in letting of the contract sought for by the attached bids; that no inducement of any form or character other than which appears upon the face of the bid will be suggested, offered, paid, or delivered to any person whomsoever to influence the acceptance of the said bid or awarding of the contract, nor has this bidder any agreement or understanding of any kind whatsoever, with any person whomsoever to pay, deliver to, or share with any other person in any way or manner, any of the proceeds of the contract sought by this bid.

**NON-DISCRIMINATION**

The undersigned and its Subcontractors, if any, shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Contract, with respect to their hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment because of their sex, race, natural origin, ancestry or religion or disability as prohibited under the Americans with Disabilities Act. Breach of this covenant may be regarded as a material breach of the Contract.

**CERTIFICATION OF UNITED STATES STEEL PRODUCTS**

The undersigned bidder certifies that the bidder and all Subcontractors will comply with the statutory obligations to use steel products made in the United States.

**EXPERIENCE QUESTIONNAIRE**

List similar projects completed by your organization:

1. Contract Amount \_\_\_\_\_  
Description \_\_\_\_\_  
Date Completed \_\_\_\_\_  
Owner \_\_\_\_\_  
(Name and phone #)
  
2. Contract Amount \_\_\_\_\_  
Description \_\_\_\_\_  
Date Completed \_\_\_\_\_  
Owner \_\_\_\_\_  
(Name and phone #)

002000  
BID FORM Revised for Addendum # 1

List similar projects currently under construction by your organization

1. Contract Amount \_\_\_\_\_  
Description \_\_\_\_\_  
Date Completed \_\_\_\_\_  
Owner \_\_\_\_\_  
(Name and phone #)

2. Contract Amount \_\_\_\_\_  
Description \_\_\_\_\_  
Date Completed \_\_\_\_\_  
Owner \_\_\_\_\_  
(Name and phone #)

Yes  No  Has your organization ever failed to complete any work awarded it?

If yes, where and why?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Yes  No  Does your Organization have any pending litigation or litigation completed within the past five (5) years initiated by your Organization or the Owner as a result of your work on another Project?

If yes, attach a complete listing, with your Bid, of all such litigation(s) and name(s) of Institutions and/or Parties involved with complete contact information. Failure to submit this information may result in disqualification of your Bid.

Yes  No  Has your Organization been cited for violation of State or Federal regulations within the past twelve months?

If yes, what was the violation and resolution?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

002000  
BID FORM Revised for Addendum # 1

List references from firms for which your organization has performed work. Provide firm name, contact person name and phone number.

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BIDDERS FINANCIAL STATEMENT

**With their Bid or by the next business day following the Bid, the Bidder shall submit their most current audited financial statement and vendor trade credit references as evidence of financial capability to perform the work.**

APPENDICES

The following Appendices are submitted with the Bid:  
Appendix A - Subcontractors and Material/Supplier Lists  
Appendix B - Unit Prices

## OATH AND AFFIRMATION

Attested to this \_\_\_\_ day of \_\_\_\_\_, 201 \_\_\_\_

By \_\_\_\_\_

### ACKNOWLEDGMENT

State of \_\_\_\_\_

SS:

County of \_\_\_\_\_

\_\_\_\_\_ being duly sworn, deposes and  
(Name of person)

says that he/she is \_\_\_\_\_ of  
(Title)

\_\_\_\_\_ and that the  
(Name of organization)  
statements contained in the foregoing bid, certification and affidavit are true and correct.

Subscribed and sworn to before me by \_\_\_\_\_

this \_\_\_\_ day of \_\_\_\_\_, 201 \_\_\_\_

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_

County of Residence \_\_\_\_\_

SUPPLEMENTS TO BID FORM

TO: INDIANA STATE UNIVERSITY

PROJECT: Gillum Hall Second Floor Renovation Bid Number B0024204

DATE: \_\_\_\_\_

SUBMITTED BY:  
(full name)

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(full address)

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In accordance with Instructions to Bidders and Bid Form, we include the Supplements to Bid Form for Appendices listed below. The information provided shall be considered an integral part of the Bid Form.

**Appendix A** - Subcontractor and Manufacturers List (to be submitted at time of Bid)  
Failure to submit may be cause to disqualify bid

\_\_\_\_\_  
(Bidder)

\_\_\_\_\_  
(Project)

The following will be performed (or provided) by the Subcontractors and Manufacturers listed herein and coordinated by us.

The Prime Contractor (Bidder) shall list all Subcontractors and Suppliers/Manufacturers called for in Appendix A of this Bid Form at the time of Bid Submission. Failure to provide this information may be sufficient cause to disallow a Bid.

**The Prime Contractor (Bidder) shall use the Subcontractors, Suppliers, Materials and Equipment as listed in the Bid Form Appendix "A" submitted at the time of Bid. It is the Prime Contractor's (Bidder's) responsibility to assure they have listed the correct Subcontractors, Suppliers, Materials and Equipment on their Bid Form. THERE SHALL BE NO CHANGES PERMITTED TO THESE LISTS.**

Exception: If the Owner determines the Subcontractors, Suppliers, Materials or Equipment are not acceptable, the Owner shall notify the Prime Contractor (Bidder) in writing within two (2) working days after receipt of Bids of the unacceptable Subcontractor(s), Supplier(s), Material(s) and/or Equipment(s).

(Listings begin on next page)



**SUBCONTRACTOR LIST**

**Bidder shall provide the names of all applicable Subcontractors**

Description	Subcontractor
General Construction	
Cabinetry Work	_____
Ceiling Work	_____
Flooring Work	_____
Painting Work	_____
Electrical Work	_____
Fire Alarm	_____
IT (voice/data) Work	_____
HVAC	_____
Balancing	_____
Temperature Control	_____
Plumbing Work	_____

**SUPPLIER & MANUFACTURERS LIST**

**Bidder shall provide the names of all applicable Suppliers and Manufacturers**

Product Description	Supplier	Manufacturer
Ceiling Grid	_____	_____
Ceiling Pads	_____	_____
Flooring	_____	_____
Carpet	_____	_____
Door Frames	_____	_____
Doors	_____	_____
Plumbing Fixtures	_____	_____
Lavatories	_____	_____
Water Closets	_____	_____
Urinals	_____	_____

002000  
BID FORM Revised for Addendum # 1

Fan Coil Units	_____	_____
Air Terminal Units	_____	_____
Lighting	_____	_____
Occupancy Sensors	_____	_____
Fire Alarm Devices	_____	_____
Panelboards	_____	_____

**Appendix B – Unit Prices**

1. Price per Lineal Foot to remove and replace #12 conductor \_\_\_\_\_
2. Price each to replace one duplex receptacle with nylon cover plate \_\_\_\_\_
3. Average price to replace switch (1 pole, 3-way, 4-way) with nylon cover plate \_\_\_\_\_
4. Price per square foot to replace existing glazing in door with new Sycamore style glazing \_\_\_\_\_
5. Price each to replace one (1) existing door in existing frame with new door as specified \_\_\_\_\_

END OF SECTION 002000

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012370  
UNIT PRICES

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. This Section includes administrative and procedural requirements for unit prices.

1.03 DEFINITIONS

- A. Unit price is an amount proposed by bidders, stated on the Bid Form in Appendix B, as a price per unit of measurement for materials or services added to or deducted from the Contract Sum by appropriate modification, if estimated quantities of Work required by the Contract Documents are increased or decreased.

1.04 PROCEDURES

- A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.
- B. Measurement and Payment: Refer to individual Specification Sections for work that requires establishment of unit prices or as listed herein.
- C. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.
- D. All Unit Prices provided at the time of Bid submission shall remain in effect for the duration of the Project.
- E. List of Unit Prices: A list of unit prices is included at the end of this Section.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 LIST OF UNIT PRICES

- A. Unit Price 1 - Price per Lineal Foot to remove existing conductor and replace one (1) #12 conductor in existing raceway.
- B. Unit Price 2 - Price each to replace one duplex receptacle and new cover plate re-using existing wiring in existing wall box, New wiring if required would be replaced based on Unit Price # 1.
- C. Unit Price 3 - Average price to replace a switch (1 pole, 3-way, 4-way) and nylon cover plate re-using existing wiring in existing wall box, New wiring if required would be replaced based on Unit Price # 1
- D. Unit Price 4 - Price per square foot to replace existing glazing in doors with Architectural Glass #GL 560-6 "Sycamore" in tempered glass.
- E. Unit Price 5 - Price each to replace one (1) existing door with new door as called out on drawings. New door shall be installed in existing frame

END OF SECTION 012370

012370  
UNIT PRICES

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102813  
TOILET ACCESSORIES

PART 1 – GENERAL

1.01 DESCRIPTION

- A. Furnish and install accessories where shown on the Drawings and specified herein. Work of this Section includes prefabricated framed mirrors up to and including units measuring 4'-0" wide x 6'-0" high. Fully review Drawings to confirm items located in restrooms and other areas.

1.02 SUBMITTALS

- A. Submit product literature to the Architect for approval in accordance with Section 013200 of these specifications.

1.03 PRODUCT HANDLING

- A. Packaging:
1. Furnish all accessories and concealed mounting devices with each unit clearly marked or numbered in accordance with the schedule.
  2. Pack each item complete with all necessary pieces of fasteners.
  3. Properly wrap and cushion each item to prevent scratches during delivery and storage.
- B. Delivery, Storage and Handling:
1. Deliver all accessories to the installers in a timely manner to ensure orderly progress of the total work.
  2. Deliver items in manufacturer's original unopened protective packaging.
  3. Store materials in original protective packaging to prevent physical damage, or wetting.
  4. Handle so as to prevent damage to finished surfaces.
  5. Maintain protective covers on all units until installation is complete. Remove covers at final clean-up of installation.
- C. Coordination:
1. Provide all information as requested by other trades so that they may provide cutouts and blocking that occur in their work for the installation of the accessories.

PART 2 – PRODUCTS

2.01 ACCESSORIES

- A. Accessory items listed hereinafter are intended to be manufacturer's current standard catalog items of institutional design and construction and are scheduled on the drawings as enumerated herein:
1. Prefabricated, Framed Mirrors
    - a. Manufacturer: Bobrick Washroom Equipment, Inc. or approved equal.
    - b. Model: B-290 (See drawings for mirror size)
    - c. Material: No. 1 quality 1/4" polished plate glass mirror with stainless steel channel frame. Concealed hangers for frame.
    - d. Finish: Bright polished (frame)
  2. Grab Bars
    - a. Manufacturer: Bobrick Washroom Equipment, Inc. or approved equal.
    - b. Model: B-5806 x 42"
    - c. Material: Type 304, 18 gauge, Stainless Steel
    - d. Finish: Satin
    - e. Every stall sized for accessibility by the disabled shall be provided with grab bars in compliance with A.D.A. Title III Design Guidelines.

102813  
TOILET ACCESSORIES

3. Sanitary Napkin-Tampon Disposal: Provide Disposal Unit for every Women's stall
  - a. Manufacturer: Rubbermaid (no substitutions ISU Standard)
  - b. Model: 6140
  - c. Material: plastic
  - d. Color: white
  - e. Supplier – abc
4. Waste Receptacle (verify use on this Project):
  - a. Manufacturer: Impact Products (no substitution ISU Standard).
  - b. Model: 7703 (41 quart)
  - c. Material: plastic
  - d. Color: grey
  - e. Supplier – adb
5. Toilet Paper Holders
  - a. Twin Roll Jumbo (2-9" Jumbo):
    1. Manufacturer: Prime Source (no substitution ISU Standard).
    2. Model: #34017742100
    3. Color: Translucent Black
    4. Supplier – abc
  - b. Single Roll Jumbo (1-9" Jumbo)
    1. Manufacturer: Spring Grove (no substitution ISU Standard).
    2. Model: #330SPG442789
    3. Color: Translucent Black
    4. Supplier – abc
6. Paper Towel Dispenser
  - a. Manufacturer: Bay West (or equal by Wausau Paper) (no other substitution ISU Standard).
  - b. Model: #80050
  - c. Blue Translucent Plastic
  - d. Supplier – abc
7. Foam Soap Dispenser
  - a. Manufacturer: Deb Dispenser
  - b. Model: #97128 2 liter
  - c. Material: Plastic Curve
  - d. Color: Black
  - e. Supplier – abc

PART 3 – EXECUTION

3.01 SURFACE CONDITIONS

A. Inspection:

1. Prior to all work of this section, carefully inspect the installed work of all other trades and verify that all such work is complete to the point where this installation may properly commence.
2. Verify that accessories may be installed in accordance with the original design, all pertinent codes and regulations, and the referenced standards.

102813  
TOILET ACCESSORIES

3. Verify spacing of plumbing fixtures and toilet partitions that affect installation of accessories.
- B. Discrepancies:
1. In the event of discrepancy, immediately notify the Architect/Owner.
  2. Do not proceed with installation in areas of discrepancy until all such discrepancies have been fully resolved.
- 3.02 INSTALLATION
- A. Anchor all accessories rigidly and securely in place so that accessories are level, plumb, and true-to-line. Fit tightly to surfaces to which they are attached. Use mounting techniques in accordance with the appropriate manufacturer's instruction. Conceal anchorage wherever possible.
  - B. Install manufacturers recommended anchor system for all grab bars.
  - C. Conceal evidence of drilling, cutting and fitting on adjacent finishes.
  - D. Fit flanges of accessories snug to wall surfaces. Provide for caulking in gaps between 90 degree return flanges and finish wall surface after accessories are installed.
- 3.03 COMPLETION OF WORK
- A. Repair or remove and replace all defective or damaged materials and equipment to the satisfaction of the Architect and at no additional cost to the Owner.
  - B. Adjust accessories for proper operation.
  - C. Clean and polish exposed surfaces prior to final inspection.
  - D. Deliver accessories schedule, keys and parts manual as part of project close-out documents. For Owner's permanent records, provide two sets of the following items of manufacturer's literature:
    1. Technical data sheets of each item used for the project.
    2. Service and parts manuals.
    3. Name of local representative to be contacted in the event of need of field service consultation.

END OF SECTION 102813



102813  
TOILET ACCESSORIES

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