

## Addendum

PROJECT: Gillum Hall 1<sup>st</sup> Floor Restroom Renovation

ADDENDUM # 1

DATE: March 13, 2017

TO: ALL INTERESTED BIDDERS OF RECORD

BID NUMBER: B0025188

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 was held on March 9, 2017. Attached to this Addendum is a revised copy of the Pre-Bid Agenda. This Agenda becomes a part of the Bidding Documents.
2. A scanned copy of the Pre-Bid sign-in sheet is included as a part of this Addendum for information only.

### SPECIFICATION REVISIONS

1. None

### DRAWING REVISIONS

1. Sheet D101: The note #5 in the women's rest room should be labeled as note #4
2. Sheet D101: The existing fan coil unit in the women's rest room will need to be remove from the North wall location and relocated to the Northeast corner of room under proposed sink and paper towel dispenser area.
3. Sheet D101: The existing sink area of the Women's rest room has a chase wall that will need to be removed complete as part of the demolition of the sinks and piping. Patch wall area as required for final planned finishes.
4. Sheet D101: Remove the existing wooden access panel on the South wall complete. Patch wall to match with existing and install a stainless 2' x 2' access panel. This panel will be over the solid surface wall area.
5. Sheet A101: Install a chase wall around existing exposed piping in the Southwest area of the men's rest room. This wall will include the solid surface panels to 54" above finished floor.
6. Sheet A101: Install 20 Gauge hat channel w/ 5/8" drywall over the existing West wall in the Men's rest room where there is terrazzo wall material. The final finishes will remain as planned. Provide a drywall return in the window area and a solid surface sill.

### QUESTION AND ANSWERS

- Q See Drawing Revision notes  
A

OWNER COMMENT

1. Last date for questions shall be March 16, 2017 at 3:00pm. Any questions received after this date and time may not receive consideration.

End of Addendum # 1

attachments

**ISU Form PBA-14**

**Pre-Bid Conference Agenda / Information (Revised for Addendum # 1)**

DATE: March 9, 2017  
TIME: 10:00am  
LOCATION: Facilities Management Conference Room

**Introduce Project.....** Gillum Hall 1<sup>st</sup> Floor Restroom Renovation, Bid Number B0025188

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

**Introduce Owner's 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)

**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 Request Form (in Section 001300 of Project Manual)
- Bid Bond or Check (For at least 5% of Total Bid for Base Bid(s) and all add Alternates)
- Latest audited financial statement (submit with Bid or on the next business day after Bid)
- Addendums indicated (on page 3 of Bid Request 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)
- Certification of Authorized Employment (Section 001045 of the Project Manual, submit with Bid)

**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: **March 21, 2017** Time: **2:00pm**

**Type of Bid:** Single Prime

**Award Date:** Within seven (7) days or less

**Alternates:**

None

**Allowances:**

A \$5,000.00 Allowance shall be included in the Base Bid for Unforeseen Conditions and General Construction Contingency. It is solely at the discretion of the Architect/Engineer/Owner what costs may be applied to this Allowance.

**Supplier/Subcontractor list:**

Items 9 and 10 of the Bid Request Instructions to Bidders (submit with Bid)

**Unit Prices:** No Unit Prices**Construction Dates:**

The Contractor shall begin Work within seven (7) after Award with submittal process and material procurement. Actual construction shall begin on May 15, 2017 and shall be substantially completed by July 21, 2017. Final closeout shall be within thirty (30) calendar days thereafter.

**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:**

None Anticipated; if suspicious material is encountered, stop work immediately and contact the Owner for clearance or removal.

**General Project Information and Requirements:**

Material storage: On-site in work area or Off-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/ContractorMaintMenuA.dmin.php> and on the State of Indiana website at <http://www.in.gov/idoa/mwbe/2743.htm>

## **Additional Site Visits**

None Scheduled. Contact Scott Tillman to schedule additional visits.

## **Owner Comments:**

1. Several changes have been made to the ISU Specifications. The following are some of the notable changes.
  - A new Section 001045 BIDDERS CERTIFICATION OF AUTHORIZED EMPLOYMENT has been added. This form, to be submitted with your Bid, confirms your compliance with the new E-Verify requirements defined in Section 000130 Bid Request Instructions to Bidders Item 7. Failure to submit this signed form may be cause to disqualify a Bid.
  - The allowable labor mark-up for changes has been increased from 10% to 15%. Material and subcontractor mark-up remains at 5%.
  - Section 002020 SUPPLEMENTARY GENERAL CONDITIONS – 1.03 INSURANCE has revised language. The insurance levels remain unchanged but the following are new requirements.
    - It is now the Prime Contractor's responsibility to verify and maintain records that the Sub-contractors have the required insurance.
    - Certificate(s) of Insurance shall include an endorsement of a Waiver of Subrogation in favor of the Owner for Commercial General Liability Insurance, Umbrella Liability Insurance, Worker's Compensation and Employers Liability Insurance and Business Auto Insurance.
2. This is an occupied building so noisy construction work may have to occur during off hours.
3. Last day for questions shall be March 16, 2017.
4. ***Protect existing fire alarm devices in the area***

## **Contractor questions:**

***See Addendum # 1***

# Sign-in Sheet

Meeting: Gillum Hall 1<sup>st</sup> Floor Restroom Renovations Pre-Bid

Date: March 9, 2017

Time: 10:00am

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	812-878-4251	E-mail	<a href="mailto:scott.tillman@indstate.edu">scott.tillman@indstate.edu</a>

Name	Derek Bridge		
Company	Evan & Ryan		
Phone	812-232-6662	Fax	SAME
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Name	Sam Smith		
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Name	Michael Shaw		
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