

Addendum 01

DOCUMENT 00 9100

DATE: September 15, 2023

PROJECT: Hardin County Courthouse HVAC Upgrades
One Courthouse Square
Kenton, Ohio 43326

PROJECT #: 23030.00

OWNER: Board of Hardin County Commissioners
One Courthouse Square
Kenton, Ohio 43326

ARCHITECT: Garmann Miller
38 South Lincoln Drive
P.O. Box 71
Minster, Ohio 45865

TO: Prospective Bidders

This addendum form is a part of the Contract Documents and modifies the Bidding Documents dated August 31, 2023 with amendments and additions noted below.

Acknowledge receipt of this Addendum on the Bid Form. Failure to do so may disqualify the Bidder.

This addendum consists of 2 pages.

FOR INFORMATION ONLY

1. Pre-bid meeting minutes and the pre-bid meeting sign-in sheet are attached.

CHANGES TO THE PROJECT MANUAL

1. Section 00 73 00 Supplementary Conditions, Article 11 Insurance and Bonds; add paragraphs 11.2 and associated subparagraphs as follows:
 - a. 11.2 Owner's Insurance
 - i. 11.2.1.1 - Owners Property Insurance Policy (Builders Risk): The Owner shall provide and maintain, during the progress of the work and until the execution of the certificate of substantial completion by the architect, a Property



(builder's risk) Insurance Policy to cover all work in the course of construction including falsework, temporary buildings and structures and materials used in the construction process, stored on or off site. Such insurance shall be on a "Risk of Direct Physical Loss" form policy and shall insure against the perils of fire and extended coverage and physical loss or damage including, but not limited to, theft, vandalism, malicious mischief, earthquake, tornado, lightning, explosion, breakage of glass, flood, collapse and water damage. It shall also include debris removal, demolition occasioned by enforcement of an applicable legal requirement, and shall cover reasonable compensation for the state's services and expenses required to limit further loss.

- ii. 11.2.1.2 - Coverage must include provision to pay the reasonable extra costs of expediting temporary and/or permanent repairs to, or permanent replacement of damaged property. This shall include overtime wages and the extra cost of "express" or other means for rapidly transporting materials and supplies necessary to such repair or replacement.
- iii. 11.2.1.3 - Such builder's risk policy shall protect both the contractor and the owner from loss and provide coverage for materials in transit or stored off site and identified for the project.
- iv. 11.2.1.4 - Coverage for other perils may be required if specified in the special conditions.
- v. Unless otherwise specified in the contract documents, the builder's risk policy shall be written in the amount equal to 100 percent of the contract price, including landscaping, paving and other sitework.
- vi. 11.2.1.5 - The builder's risk policy shall specifically permit and allow for partial occupancy by the owner prior to acceptance of the project by the architect.
- vii. 11.2.1.6 Property insurance provided by the Owner shall not cover any tools, apparatus machinery, scaffolding, hoist, forms, staging, shoring, and other similar items commonly referred to construction equipment that may be on site and the capital value of which is not included in the Work, nor shall such insurance cover any material or equipment before these materials and equipment are incorporated into the Work. The contractor shall make its own arrangements for any insurance it may require for such construction equipment, materials, and equipment.

ATTACHMENTS

The following attachments are included and are part of this addendum:

Pre-bid meeting minutes and the pre-bid meeting sign-in sheet.

END OF ADDENDUM





Pre-bid meeting

| | | | |
|--------------|---|------------------|--------------------------|
| Project name | Hardin County Courthouse HVAC Upgrades | GM project no. | 23030.00 |
| Meeting date | September 14, 2023 | Meeting location | Hardin County Courthouse |

Outline

1. Attendees: Sign in sheet – [see attachment](#).
2. Introductions
3. Project overview
 - a. Contract A:
 - i. General Construction:
 1. Roofing and interior paint/repair as required for new mechanical and electrical work.
 - ii. HVAC Work:
 1. HVAC work consists of, but not limited to demolition of existing rooftop units and associated ductwork. New work consists of new dedicated outside air unit (DOAS) and new split system ductless fan-coils, associated outdoor units, and associated piping.
 - iii. Electrical Work:
 1. Electrical work consists of, but not limited to demolition of power and mechanical equipment. New work consists of power to new mechanical equipment (surface raceway where required) including new circuit breaker panel and feed.
 - b. Construction liability insurance to be by the owner and will be added to specifications in Addendum #1.
4. Bidding
 - a. Date: Thursday, September 28, 2023 at 11:00 AM
 - b. Location: Send completed bids to
Hardin County Commissioners
One Courthouse Square
Kenton, Ohio 43326
 - a. Use the bid form provided in the specifications.
 - c. The bids will be opened and read aloud at the Courthouse.
 - b. Plans have been submitted to the State of Ohio for review and permits, costs to be paid by owner.
 - c. Estimated Budget: \$400,000



5. Bid categories
 - a. General construction – Base Bid (Single-Prime Contract)
 - i. Single Prime Contractor is responsible for securing necessary subcontractors.
 - ii. Bidders shall conform to the Ohio Schedule of Prevailing Wage requirements.
6. Alternates
 - a. There are no alternates.
7. Contingency amounts to be included in bid
 - a. Contingency Allowance: General Contract; Include the stipulated sum/price of \$25,000.00 for use upon Owner's instructions.
8. Contracts will be administered by Garmann Miller
 - a. All questions and correspondence to go through Garmann Miller.
 - b. All RFIs to go through Garmann Miller.
 - c. Pay applications to go to Garmann Miller.
 - d. Garmann Miller will schedule a preconstruction meeting with the contractor after the notice of award.
9. Schedule
 - a. Tentative award date – November 2023
 - b. Start of construction – November 2023
 - c. Construct work in Stages:
 - i. Install VRF cooling equipment
 - ii. Install DOAS equipment
 - d. Completion date – October 31, 2024
 - i. Liquidated Damages – See article 8 in the supplementary conditions.
10. General conditions
 - a. Waste Removal: Each contractor.
 - b. General Contractor
 - i. Responsible for construction schedule and general supervision
 - ii. Submit preliminary schedule 10 days after notice to proceed
 - iii. Responsible for scheduling and administering job meetings; prepare agenda, responsible for meeting minutes and distributing copies
 - c. Responsible for field office
 - d. Job superintendent on site available via cell phone
 - e. Barriers - Provide temporary partitions to prevent penetration of dust and moisture into occupied area and to prevent damage to existing materials and equipment. Provide barriers to prevent unauthorized entry to construction areas, to prevent access to areas that could be hazardous to workers or the public, to allow for owner's use of site and to protect existing facilities and adjacent properties from damage from construction operations and demolition.

11. Temporary electricity
 - a. Contractor may use existing facility electricity. If additional electric is needed, above what is available on site it will be at the contractor's expense to provide.
 - b. Cost of electricity: By Owner

12. Temporary heat
 - a. Contractor may use existing facility heating and cooling. If additional heat is needed, above what is available on site it will be at the contractor's expense to provide.

13. Temporary water
 - a. Contractor may use existing facility water supply. If additional water is needed, above what is available on site it will be at the contractor's expense to provide.
 - b. Cost of water: By Owner

14. Substitution request by 10 days prior to bid.

15. Correspondence
 - a. Correspondence to run through the Garmann Miller
 - i. Project Manager – **Matt Kremer – mkremer@creategm.com**
 - ii. Construction Administration – **Jason Fleming – jfleming@creategm.com**
 - iii. Plumbing/HVAC – **Matt Kremer – mkremer@creategm.com**
 - iv. Electrical/Fire Alarm – **Steve Hilgefert – shilgefert@creategm.com**

16. Hard copies of drawings available from DC Reprographics for \$70.00.

17. Open Discussion/Questions
 - Q: Does Hardin County Courthouse have any preferred roofing contractors?
 - A: There are no preferred roofing contractors.

 - Q: If the contractors would like to send an electrician to review the site prior to bid can they be granted access to the building?
 - A: Yes, but arrangements should be made with Richard Lawson of the Hardin County Courthouse. His contact information is on the attached sign-in sheet.



Sign-in Sheet

Project Name Hardin County Courthouse HVAC Upgrade GM Project No. 23030.00
 Meeting Location Hardin County Courthouse Meeting Date 9/14/2023

Purpose Pre-bid Meeting.

Attendees

| | | | | |
|-------------------------------------|----------------|---|-------|---------------------|
| <input checked="" type="checkbox"/> | Name | <u>Matt Kremer</u> | Phone | <u>419-628-4240</u> |
| | Business/Title | <u>Mechanical Engineer/Project Manager</u> | | |
| | Email | <u>mkremer@creategm.com</u> | | |
| <input checked="" type="checkbox"/> | Name | <u>Justin Collet</u> | Phone | <u>419 204 3848</u> |
| | Business/Title | <u>Project manager Smith Boughan Mechanical</u> | | |
| | Email | <u>jpcollet@sbmech.com</u> | | |
| <input type="checkbox"/> | Name | <u>Matt Hoffman</u> | Phone | <u>419-991-8048</u> |
| | Business/Title | <u>Smith Boughan Estimator</u> | | |
| | Email | <u>m.d.hoffman@sbmech.com</u> | | |
| <input type="checkbox"/> | Name | <u>Gordon Fairchild</u> | Phone | <u>937-271-8393</u> |
| | Business/Title | <u>ACCOUNT MANAGER</u> | | |
| | Email | <u>gordon.fairchild@gowaiabel.com</u> | | |
| <input type="checkbox"/> | Name | <u>Mike Ahlers</u> | Phone | <u>937 672 0621</u> |
| | Business/Title | <u>Mech Estimator Waibel</u> | | |
| | Email | <u>Mike.Ahlers@GBWaibel.com</u> | | |
| <input type="checkbox"/> | Name | <u>Richard Lawson</u> | Phone | <u>419-674-2210</u> |
| | Business/Title | <u>Maintenance Supervisor</u> | | |
| | Email | <u>Richard.Lawson@HardinCountyOhio.gov</u> | | |
| <input type="checkbox"/> | Name | <u>DALE CLUNE</u> | Phone | <u>419-605-3342</u> |
| | Business/Title | <u>ALL TEMP PM/Estimator</u> | | |
| | Email | <u>DCLUNE@AFRCONTRACTORS.COM</u> | | |
| <input type="checkbox"/> | Name | | Phone | |
| | Business/Title | | | |
| | Email | | | |