



Addendum No. 1

Project: Salem Community Schools
2021 Flooring Replacement

Project No.: 202119.01

Subject: Addendum No. 1

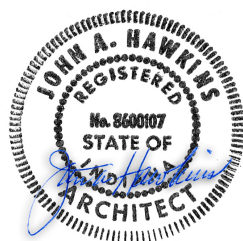
Date: June 24, 2021

This addendum is a part of the bid documents. Acknowledge receipt on the proposal form.

1. The pre-bid meeting minutes and sign-in sheet are issued as a part of this addendum.
2. Specification Section 00 45 46.02 is issued as part of this addendum.
3. The specification Index is revised to add Section 00 45 46.02 and is included as part of this addendum.
4. Reissue Specification Section 00 42 01 Proposal Form: Part I (Form 96, Revised 2013).
5. Reissue Specifications Section 01 23 00 Alternates.
6. Contractor is responsible for moving furniture back into spaces where asbestos abatement occurs. Abatement is planned to take place during summer break 2021.
7. Materials will need to be stored off site, but can be brought to the building to acclimate prior to installation. Very limited area for storage within the building.

Prepared by,

John A. Hawkins, AIA



End of Addendum No. 1 (11 total pages w/ attachments)

Enclosures: Pre-Bid Meeting Minutes + sign-in sheet, specification section 00-45-46.02, reissued specification index, reissued specification section 00-42-01, reissued specification section 01-23-00.

file: 202119.01/E-1



PRE-BID MEETING MINUTES

Project: Salem Community Schools Flooring Replacement **Project No.:** 202119.01
Subject: Pre-Bid Meeting **Date:** June 22, 2021
Location: Salem Community Schools Admin Building **Time:** 2:00 pm
Attendees: (see sign in sheet)

I. General and Clerical Issues

1. Project Description: Flooring replacement at various rooms at Elementary and High School.
2. Confirmation of Bid Date & Bid Procedures
 - A) Bid Date: Tuesday, **July 6, 2021 at 4:00 p.m. at 500 N. Harrison St., Salem, IN 47167**
 - B) Bid must include:
 - 1) Proposal Form Parts I & II (one lump sum bid for the entire project).
 - 2) Financial Statement
 - 3) Bid Security (Bond or Certified Check) (Performance and payment bonds required).
 - 4) Acknowledge Addenda on Proposal Form
 - 5) Fill in allowance on the Proposal form (\$10,000 contingency)
 - 6) Subcontractor list and schedule of values are NOT required with bid.
 - C) Public Works Requirements
 - 1) Certification by IDPW if bid is more than \$300,000.
 - 2) Drug testing and employment verification per statute (IC 4-13-18; IC 22-5-1.7-3)
 - 3) Apprenticeship & Training programs per statute (IC 5-16-13-12)
 - 4) Project is exempt from Indiana Sales tax. Owner will provide certificate.
 - D) Work will be awarded to one general contractor. Sub-contractors bid to G.C.'s unless they want to bid as a G.C. Any bidder bidding as G.C., must submit bid with info per above.
3. Explanation of Alternate Bids.
 - A) Alternate No. 1: High School Terrazzo Tile (base bid is LVT).
 - B) Alternate No. 2: Elementary Restroom Porcelain Tile (base bid is LVT).

II. Scheduling and Coordination

1. Working Conditions & Special Issues: Include all night, weekend, overtime, holiday and similar premium pay in the bid as required. Owner will not be able to vacate classrooms or corridors during school
 - A) Summer Break: May 22 - July 31, 2021
 - B) Fall Break: October 11 - 15, 2021
 - C) Winter Break: December 20-31, 2021.
2. Construction Schedule: Contractor to propose.
3. Asbestos flooring is being removed by Owner's separate contractor.
4. Contractor is responsible for moving all loose furniture and back into classroom.

III. Administrative & Technical Issues

1. All questions should be directed to john.hawkins@koverthawkins.com direct phone: (812) 913-4606.
2. Bids are due Tuesday, July 6, 2021 per above, no later than 4:00 p.m. EDT. Late bids will not be accepted.
3. Post-bid Schedule: Intent is to award contract in at the July board meeting
4. A tour of the two buildings was conducted after the meeting.

file: 202119.01 / E-1

SECTION 00 45 46.02 – INDIANA CERTIFICATE OF QUALIFICATIONS FOR PUBLIC WORKS PROJECTS

1.01 PROJECT MANUAL

- A. All requirements of the Project Manual apply to this Section.

1.02 SCOPE

- A. All contractors shall have Indiana Certificate of Qualification for Public Works Projects per Indiana Code IC 5-16-13 prior to submitting a bid.
- B. A “contractor” requiring certification generally refers to a contractor in any contractor tier.
1. “Tier 1 contractor” has a direct contract with the government agency (Owner). This is also known as the “prime contractor” or “general contractor”.
 2. “Tier 2 contractor” has a direct contract with a Tier 1 contractor. This is also known as a subcontractor.
 3. “Tier 3 contractor” has a direct contract with a Tier 2 contractor. This is also known as a sub-subcontractor.
 4. “Lower tier contractor” has a direct contract with a Tier 3 contractor or lower tier contractor
 5. A supplier or firm not performing any work on site is not required to be qualified.
- D. A contractor of any tier is EXEMPT from requirements of this section if the total amount of their work awarded is less than Three Hundred Thousand dollars (\$300,000).

1.03 TIER 1 CONTRACTOR

- A. Must contribute a minimum of 15% of the initial contract amount by any combination of items 1, 2 or 3 listed below:
1. Work performed directly by Tier 1 contractor’s employees
 2. Materials supplied directly by Tier 1 contractor
 3. Services supplied directly by the Tier 1 contractor’s employees

1.04 INSURANCE REQUIREMENTS

- A. Minimum requirements for each individual or firm in any contractor tier:
- B. See Supplementary General Conditions, Section 00 73 01, Article 11

1.05 DRUG TESTING

- A. Per Indiana Code, IC-4-13-18
1. Required of all contractors, regardless of tier.
 2. Written plan for employee drug testing program that complies with IC-4-13-18

1.06 EMPLOYEE VERIFICATION

- A. Per Indiana Code, IC-22-5-1.7-3
1. Required of all contractors, regardless of tier.
 2. Participate in the E-Verify Program

1.07 APPRENTICESHIP & TRAINING PROGRAM

- A. Per Indiana Code, IC-5-16-13-12
- B. Contractors with 10 or more employees
 - 1. Provide access to training program applicable to tasks performed in normal course of employment.
 - 2. Compliance may be accomplished through any of the following:
 - a. Apprenticeship program
 - b. Programs offered by Ivy Tech Community College of Indiana
 - c. Programs offered by Vincennes University
 - d. Programs established by or for the contractor
 - e. Programs offered by an entity sponsored by the US Dept of Labor
 - f. Programs that results in the award of industry recognized portable certification
 - g. Programs approved by US Dept of Transportation or INDOT.
- C. Tier 1 and tier 2 contractors with 50 or more employees
 - 1. Must participate in an apprenticeship or training program which meets the standards of any of the following:
 - a. The US Department of Labor, Bureau of Apprenticeship and Training
 - b. The Indiana Department of Labor
 - c. The US Department of Transportation, Federal Highway Administration
 - d. INDOT

1.08 RECORDS

- A. Per Indiana Code, IC-5-16-13-13
- B. Payroll and related records of a contractor in any contractor tier must be:
 - 1. Preserved by the contractor for a period of three (3) years after completion
 - 2. Open to inspection by the department of workforce development

END OF SECTION 00 45 46.02

INDEX TO SPECIFICATIONS

Section 00 11 13
AIA A701
Section 00 22 13
Section 00 41 00
Section 00 42 01
Section 00 42 02

Section 00 43 13
AIA A310
Section 00 45 46.02
Section 00 52 00
AIA A101
Section 00 52 99
Section 00 61 13
AIA A312

Section 00 72 00
AIA A201
Section 00 73 01

DIVISION 01

Section 01 11 00
Section 01 14 00
Section 01 21 16
Section 01 23 00
Section 01 29 73
Section 01 31 00
Section 01 31 19
Section 01 32 00
Section 01 33 00
Section 01 42 00
Section 01 51 00
Section 01 62 00
Section 01 65 00
Section 01 73 29
Section 01 74 23
Section 01 77 00
Section 01 78 00
Section 01 78 46

DIVISION 9

Section 09 30 00
Section 09 65 19
Section 09 66 16
Section 09 68 00

END of INDEX

BIDDING REQUIREMENTS

Notice to Bidders
Instructions to Bidders – 1997
Supplementary Instructions to Bidders
Contractor's Bid Form: Public Works
Proposal Form: Part I (Form 96, Revised 2013)
Proposal Form: Part II (Form 96, Revised 2013)

CONTRACT FORMS

Bid Security Form
Bid Bond - 2010
Indiana Certificate of Qualifications for Public Works Projects
Agreement Form
Standard Form of Agreement Between Owner and Contractor - 2017
Escrow Agreement
Contractor's Bond for Construction
Performance Bond and Payment Bond – 2010

CONDITIONS OF CONTRACT

General Conditions
General Conditions of the Contract for Construction – 2017
Supplementary General Conditions

GENERAL REQUIREMENTS

Summary of Work - Single Contract
General Construction Requirements
Contingency Allowance
Alternates
Schedule of Values
Project Management and Coordination
Project Meetings
Construction Progress Documentation
Submittal Procedures
References
Temporary Utilities
Product Options and Substitutions
Product Delivery and Handling
Cutting and Patching
Cleaning
Closeout Procedures
Closeout Submittals
Closeout Maintenance Materials

FINISHES

Tile
Resilient Tile Flooring
Terrazzo Floor Tile
Carpeting

PROPOSAL FORM: PART I
Form 96 (Revised 2013)

CONTRACTOR'S BID FOR PUBLIC WORKS

Prescribed by the State Board of Accounts

CONTRACTORS BID FOR: Salem Community School Corporation
2021 Flooring Replacement
Bradie Shrum Elementary School & Salem High School
1101 N. Shelby St., & 700 N. Harrison St. Salem, Indiana 47167

PART I
(Part I to be completed for all bids)

Date (Month, Day, Year): _____

Governmental Unit (Owner): SALEM COMMUNITY SCHOOL CORPORATION

County: _____

Bidder (Firm): _____

Address: _____

City, State, Zip: _____

Telephone No.: _____

Fax No.: _____

E-Mail Address: _____

Agent of Bidder:
(if applicable) _____

Pursuant to notices given, the undersigned offers to furnish labor and/or material necessary to complete the public works project of SALEM COMMUNITY SCHOOL CORPORATION (Governmental Unit) in accordance with plans and specifications prepared by Kovert Hawkins Architects, Inc. and their consultants for the sum of:

BASE BID

Lump Sum _____ \$ _____

The undersigned further agrees to furnish a bond or certified check with this bid for an amount specified in the notice of the letting. If alternative bids apply, the undersigned submits a proposal for each in accordance with the notice.

ADDENDA

Acknowledges receipt of:

Addendum No. _____ () pages Dated _____

Addendum No. _____ () pages Dated _____

Addendum No. _____ () pages Dated _____

Addendum No. _____ () pages Dated _____

ALTERNATES

The undersigned also proposes to furnish or to omit all labor and materials necessary to complete work as required by the Alternate Bids, as provided in the specifications as follows:

Alternate No. 1: *(Elementary Restroom Porcelain Tile)* \$ _____

Alternate No. 2: *(High School Terrazzo Tile)* \$ _____

ALLOWANCES

By initialing adjacent to amounts below, bidder acknowledges allowance amounts are included in the forgoing bid:

Contingency Allowance within the **Base Bid** per Section 01 21 16 \$ _____ initials _____

COMPLETION OF WORK

Undersigned guarantees, if awarded contract, to complete the work within _____ () calendar days.

DISCRIMINATION

The Contractor and his subcontractors, if any, shall not discriminate against or intimidate any employee, or applicant for employment, to be employed in the performance of this contract, with respect to any matter directly or indirectly related to employment because of race, religion, color, sex, national origin or ancestry. Breach of this covenant may be regarded as a material breach of the Contract.

CERTIFICATION OF USE OF UNITED STATES STEEL PRODUCTS (if applicable)

I, the undersigned bidder or agent as a contractor on a public works project, understand my statutory obligation to use steel products made in the United States (I.C. 5-16-8-2). I hereby certify that I and all subcontractors employed by me for this project will use U.S. steel products on this project if awarded. I understand that violations hereunder may result in forfeiture of contractual payments.

NON-COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

GENERAL CONTRACTOR CERTIFICATION

I hereby certify that we have obtained a complete set of construction documents, including all Drawings, Specifications and Addenda, and have reviewed the jobsite to sufficiently familiarize ourselves with the existing conditions.

Dated at _____ this _____ day of _____, 20____.

(Name of Organization)

BY _____

(Title of Person Signing)

OATH AND AFFIRMATION

I hereby affirm under the penalties for perjury that the facts and information contained in the foregoing bid for public works are true and correct.

Dated at _____ this _____ day of _____, 20____.

(Name of Organization)

BY _____

(Title of Person Signing)

ACKNOWLEDGEMENT

STATE OF _____

COUNTY OF _____

Before me, a Notary Public, personally appeared the above-named _____ and
(Name of Person Signing)
swore that the statements contained in the foregoing document are true and correct.

Subscribed and sworn to before me this _____ day of _____, 20 ____.

Notary Public

My Commission Expires: _____

County of Residence: _____

ACCEPTANCE

The above bid is accepted this _____ day of _____, 20____,

subject to the following conditions: _____
_____.

Contracting Authority Members:

_____	_____
_____	_____
_____	_____

END OF SECTION 00 42 01

SECTION 01 23 00 - ALTERNATES

PART 1 - GENERAL

1.01 REQUIREMENTS INCLUDED

- A. Section Includes:
 - 1. Procedures for exercising alternates.
 - 2. Identification and description of alternates.
- B. All items, either indicated on the Drawings or specified in the Project Manual, not specifically indicated to be included in a specific alternate is to be included within the base bid scope of work.

1.02 RELATED REQUIREMENTS SPECIFIED ELSEWHERE

- A. Bidding Requirements: Quotation of cost for each alternate as listed on Proposal Form.
- B. Owner-Contractor Agreement: Alternates accepted by Owner for incorporation into the work.
- C. Sections of Specifications identified by work of each alternate.

1.03 PROCEDURES

- A. Alternates will be exercised at the option of Owner.
- B. Coordinate related work and modify surrounding work as required to complete the Work, including changes under each Alternate, when acceptance as designated in Owner-Contractor Agreement.
- C. All Alternates shall be bid.
Base Bid to be all work as shown on the Drawings and Specifications, except Alternates.
- D. Owner reserves the right to accept or reject any and all Alternates as determined solely at the discretion of the Owner. Alternates may be accepted or rejected independently from one another, and in any order of priority or hierarchy as determined by the Owner.

1.04 SCHEDULE OF ALTERNATES

- A. **ALTERNATE NO. 1 – Elementary Restroom Porcelain Tile:**
 - 1. Give the amount to be ADDED to the Base Bid for the following:
 - a. Install porcelain floor tile at locations indicated on the Finish Plans and specified in Section 09 30 00.
 - 2. Base Bid to include: Luxury vinyl plank flooring in locations indicated on the Finish Plans and specified in Section 09 65 19.
- B. **ALTERNATE NO. 2 – High School Terrazzo Tile:**
 - 1. Give the amount to be ADDED to the Base Bid for the following:
 - a. Install terrazzo floor tile at locations indicated on the Finish Plans and specified in Section 09 66 16.
 - 2. Base Bid to include: Luxury vinyl plank flooring in locations indicated on the Finish Plans and specified in Section 09 65 19.

END OF SECTION 01 23 00