

ADDENDUM NO. 1

PROJECT: **Hamilton Heights School Pavement Improvements**
Hamilton Heights School Corporation
Arcadia, Indiana

DATE: March 26, 2021

FROM: W.R. Dunkin & Son Inc.
2409 W 18th. St
Anderson, IN 46016

TO: BIDDERS OF RECORD

This addendum changes and modifies the Bidding Documents dated March 17, 2021, and will become a part of the Contract Documents. Acknowledge receipt of this in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

This addendum consists of the following pages:

Addendum 1: 2 (8 1/2x11) pages
Prebid Meeting: 1 (Sign-in-Sheet) 1 (Prebid Agenda)
Engineering Addendum 1: 5 (8.5x11) pages

A. GENERAL NOTES:

1. Contractors need to attach List of Unit Prices (00 43 22 – 1) to the Contractor's Bid for Public Work – Form 96.
2. Throughout the Contact Documents the terms architect and engineer shall be considered equal and used interchangeably.
3. The project schedule for the project is critical to maintain school operations for the start of the school year in the fall. W.R. Dunkin has reiterated that all efforts to maintain project schedule, including working overtime, nights and weekends shall be taken as noted in Section 013216 of the Bid Book.
4. Questions will be accepted until 3:00PM on Friday, April 2, 2021. A final Addendum will be issued Monday April 5, 2021 addressing final questions prior to bid.
5. Bid opening location has been clarified in the Notice to Bidders, bid opening will be held in the LGI Room of the Hamilton Heights High School.
6. The Notice-to Proceed date has been revised to April 28th to be after the April School Board meeting.

B. QUESTIONS AND ANSWERS:

1. **Q: Will the Contractor be responsible for utility locates?** *A: The Contractor will be responsible to call Indiana 811 to locate utilities. W.R. Dunkin has indicated they will assist in locating critical private utilities internal to the project site.*

2. **Q: Are there any anticipated conflicts with existing utilities as a result of the chemical stabilization efforts?** *A: It is not anticipated that conflicts will exist, however it will be the Contractor's responsibility to pothole marked utilities to confirm no conflict exists with existing utility.*

C. DOCUMENT MODIFICATIONS

Project Manual

00 11 13 Notice to Bidders

01 32 16 Construction Progress Schedule

END



2409 West 18th Street
Anderson, Indiana 46016

PRE-BID AGENDA

Telephone (765) 643-3321
Fax (765) 642-7679

DATE: March 24th, 2021

PROJECT NAME: Hamilton Heights Schools – Pavements Improvements

1. Introductions:

- a. Hamilton Heights School Corporation
- b. Civil Engineer: American Structurepoint, Inc.
- c. Electrical Engineer: Applied Engineering Services
- d. Construction Manager: W.R. Dunkin & Son, Inc.

Please sign the attendance sheets and complete all requested information. This will insure proper distribution of meeting reports.

2. Project Scope: Hamilton Heights Schools – Pavement Improvements

3. Bidding / Award

- a. Bids will be received until **3:00 PM local time, Wednesday, April 7th, 2021**. Bids received after that time will be returned unopened.
- b. **Bid Location:** Bids are to be delivered to **Ms. Kristin McCarty, Business Manager, at Hamilton Heights School Corporation, 410 W. Main St. Arcadia, IN 46030**. The bids will be publicly opened and read aloud in an assigned meeting room.
- c. **Subcontractor and Material Lists** are due to the Construction Manager (estimating@wrdunkin.com) by 3:00 pm March 25th, 2021.
- d. **Pre-award conferences** will be held with the apparent low bidders (or 2nd low bidders if necessary) on or about April 22nd or April 23rd.
- e. **Proposed contracts will be awarded** at the April 21, 2021 school board meeting. **Notices-To-Proceed** will be issued on or about April 22, 2021.

4. Bid Categories:

- a. This will be a single prime contract.

5. Project Schedule: Section 01 32 16: Preliminary Schedule

- a. Bid Date: April 7th, 2021.
- b. Issue Notice-To-Proceed: April 21, 2021.
- c. Middle School South Parking Lot (Phase 1) – Start 6/4/21 and Complete by 7/9/21.
- d. Elementary School North Lot and Access Road to First Gate (Phase 2) – Start 6/4/21 and Complete by 7/2/21.
- e. Elementary School Main Entrance Parking Lot and Middle School North Lot with Bus Turnaround (Phase 3) – Start 7/2/21 and Complete by 7/30/21.
- f. Middle School East Parking Lot and High School Entrance Drives (Phase 4) – Start 7/19/21 and Complete by 7/31/21.

6. Bid Documents:

- a. Documents may be obtained from Eastern Engineering Supply. Phone (317) 598-0661.
- b. Documents are available for review at other plan rooms per the Notice to Bidders.

7. Special Contract Requirements

- a. Wage rates do not apply to this project.
- b. **E-Verify Compliance:** Pursuant to I.C. 22-5-1.7, Contractor shall enroll in and verify the work eligibility status of all newly hired employees of Contractor through the E-Verify Program (Program). Contractor is not required to verify the work eligibility status of all newly hired employees through the Program if the

Program no longer exists. Also pursuant to I.C. 22-5-1.7, Contractor must execute an affidavit affirming that the Contractor does not knowingly employ an unauthorized alien and confirming Contractor's enrollment in the Program, unless the Program no longer exists, shall be filed with the Owner prior to the execution of this contract. This contract shall not be deemed fully executed until such affidavit is delivered to the Owner.

- c. **Expanded History Check:** The Owner is requiring that all contractors and subcontractors submit an expanded history check through Safe Hiring Solutions, P.O. Box 295, Danville, IN 46122, 1-888-215-8296 for all on-site personnel. (Owner is responsible for the cost of this background check). Each on-site employee must meet with the Owner's approval prior to the employee starting work on the project. All contractor personnel and employees, once cleared for work will be issued a project identification badge that must be worn at all times while on site. All contractors will be expected to provide the required information no later than 24 hours in advance of the employee coming to work at the project site.
- d. **Energy Rebate Program:** Contractors and Subcontractors supplying products eligible for energy rebates such as lighting, occupancy sensors, VFD'd, etc. will be required to provide the owner with product specifications and invoices showing per unit cost of products installed. Other information may be required by Duke Energy per rebate program requirements. Paperwork must be submitted to the owner, through the Construction Manager, within 30 days of the installation of the product.
- e. All Contractors and Sub-Contractors shall comply with the provisions of **I.C. 5-16-13** et seq. as detailed in the front ends. Contractor must be qualified pursuant to I.C. 5-16-13-10(c).

Pursuant to Indiana Code Section 5-16-13-9, Each Tier 1 contractor must contribute in:

- work performed by the tier 1 contractor's employees;
 - materials supplied directly by the tier 1 contractor;
 - services supplied directly by the tier 1 contractor's employees; or
 - any combination of subdivisions (1) through (3);
- at least fifteen percent (15%) of the tier 1 contractor's total contract price as determined at the time the contract is awarded.

8. Bid Security:

- a. A ten percent (10%) bid security in the form of a bid bond or certified check shall be submitted with all bids.

9. Performance and Payment Bond:

- a. A one hundred percent (100%) performance and payment bond will be required of each successful bidder. The bond shall remain in full force and effect for 24 months following the date of the acceptance of the work.

10. Condition of Award:

- a. The Owner reserves in its sole discretion the right to reject any and all bids, and to waive any irregularities, discrepancies, omissions, variances or informalities in the bids.
- b. The bidder may not withdraw his bid for thirty (30) days from the bid opening date without written consent of the Owner or the Owner may declare the bid security forfeited as damages.

11. Instructions to Bidders:

- a. All bidders shall review the Instructions to Bidders and Terms of the Contract included in Volume 1 of the Specifications.
- b. Instructions regarding proposal forms, bidding documents and supplementary bidding documents are listed in the Supplementary Instructions to Bidders. Proposals shall include:
 - 1) Form 96-Bid Form
 - 2) List of Unit Prices
 - 3) 10% Bid Security
 - 4) AIA form A305, Contractor's Qualification Statement
 - 5) Non-Collusion Affidavit
 - 6) Most Recent Financial Statement
 - 7) **Written Drug Testing Plan per IC 5-16-13 (If your bid is \$150,000 or over)**
 - 8) Certificate of Authority from Secretary of State (Indiana) – Required for out-of-state bidders only.
 - 9) **State pre-qualification requirements for contract awards by local units of government only apply to contracts over \$300,000.**
- c. The Agreement shall be the "Construction Management Edition, Standard Form of Agreement Between the Owner and Contractor", AIA Document A132-2009.

- d. AIA Document A232-2009, "General Conditions of the Contract for Construction, Construction Manager-Adviser Edition", is the General Conditions of the contract between the Owner and Contractor. A copy is included in Volume 1 of the Specifications.
- e. Procore Construction Management Software will be utilized for the management of changes, RFIs and submittals. All Contractors will be expected to cooperate in using this system.

12. Allowances:

- a. All bidders shall review the Schedule of Allowances included in Section 01 21 00 of the Specifications. Prime bidders of each Bid Package shall include all Labor, Material or Contingency Allowances scheduled for their Bid Package.
- b. Contractor's overhead and profit for Contingency Allowances is to be included with their bid. Compensation to the Contractor for work requested utilizing Allowances shall be for the Contractor's costs only.
 - 1) **Contingency Allowance** **\$50,000.00**
 - 2) **Chemical Soil Stabilization** **\$50,000.00**

13. Alternates:

- a. All bidders shall review the Schedule of Alternates included in Section 01 23 00 of the Specifications.
- b. All bidders shall include an amount for each Alternate even if the number is \$0.00.
- c. Alternate Bids
 - Alternate Bid No. 1** – Primary School Entrance Widening
 - Alternate Bid No. 2** – Primary School North Parking Lot Mill and Overlay
 - Alternate Bid No. 3** – Primary School Bus Loop Mill and Overlay

14. Addenda:

- a. Addendum No. 1 is scheduled to be issued _____.
- b. Addendum No. 2 is scheduled to be issued _____.

15. Construction Manager's, Architect's, and Owner's Comments:

- a. Each Contractor is responsible for reviewing the complete set of Drawings and Specifications to assure the work required for their Bid Category is included in their bid.
- b. A walk through will be held immediately following this meeting.
- c. **Contractors are not to contact any Hamilton Heights employees or board members concerning access to the building or about construction details. Such action may result in disqualification. To visit any building or site contact Paul Browning (WR Dunkin Site Superintendent) at 765-617-2634 (pbrowning@wrdunkin.com).**

16. Questions:

- a. Questions concerning the Bid Documents must be forwarded in writing to Justin Olashuk, Project Manager, jolashuk@structurepoint.com. All questions should be forwarded as soon as possible to allow time for the Architect and Construction Manager to prepare a response.
- b. **REMEMBER:** Verbal questions and verbal answers will not be considered valid.
- c. General questions...

NOTICE TO BIDDERS

Notice is hereby given that Hamilton Heights School Corporation (“Owner”), by and through its Board is requesting sealed bids for furnishing all labor, services, supplies, materials, tools, equipment, and transportation necessary for the *Hamilton Heights School - Pavement Improvements* (the “Project”).

The sealed bids will be received until, April 7, 2021, at 3:00 p.m. (EST).

Bids must be delivered to:

Ms. Kristin McCarty, Business Manager

Hamilton Heights High School

LGI Room

25802 State Road 19

Arcadia, Indiana 46030

All Bids received at such place, date, and time will be opened and read aloud in public at the address listed above immediately after the posted time. All bids received after such time will not be considered and returned to the respective bidder unopened.

Bidders should enter at Entrance B of the Hamilton Heights High School Building.

All work for the complete construction of the Project shall be performed under one or more prime contracts with the Owner. The form of the contract is set forth in the Bidding Documents. Two copies of bid forms shall be submitted on forms provided in the Bidding Documents and project manual, and shall be properly executed in accordance with the current edition of the Indiana State Board of Accounts Form 96 – “Contractor’s Bid for Public Works.” Bidders must complete the entire bid forms including a statement of experience, proposed plan or plans for performing the work, the equipment the Bidder has available for performance of the work, non-collusion affidavit, and financial statement complying with Form 96. Bidders must include a satisfactory Bid Bond or certified check pursuant to Ind. Code 36-1-12-4.5, payable to the Hamilton Heights School Corporation. Bid Security shall be in the amount of not less than 10% of the Bidder’s total contract price. Should a successful Bidder within ten (10) days after written notice of acceptance of bid withdraw its bid, fail to provide the required payment and performance bonds, or execute a satisfactory contract, the Owner may then declare that Bid Security forfeited as liquidated damages, not as a penalty.

Wage rates shall not apply to this Project. All Contractors and Sub-Contractors shall comply with all applicable laws including but not limited to the requirements of Ind. Code 5-16-13 et seq. and as detailed in the Bidding Documents. Contractor must also be able to and meet all requirements found in applicable public works and contract statutes.

Copies of the Bidding Documents may be obtained from Eastern Engineering Supply, Inc, 9901 Allisonville Road, Fishers, IN, (317) 598-0661, www.easternengineering.com. Costs associated with digital and printed plans and specifications obtained from Eastern Engineering Supply Inc. are and will be incurred by and at the expense of the contractor and are non-refundable.

Prior to approval and execution of the Owner’s contract, the Contractor(s) who is the successful Bidder shall furnish an approved Performance and Labor and Materials Payment Bond in the amount of 100% of the contract amount, which shall cover the faithful performance of the contract and the payment of all obligations arising hereunder. Performance and payment bonds shall

remain in full force and effect for a period of one year after the Owner's acceptance of the work and Owner's final settlement with the successful Bidder.

The Owner expects to award the contract(s) for the work to the lowest, responsible and responsive Bidder(s). The Owner reserves the right to hold bids, including any alternates, for up to 60 days from the date of the bid opening. The Owner reserves in its sole discretion the right to reject any and all bids, is not obligated to accept the lowest or any other bid, and may waive any irregularities, discrepancies, omissions, variances or informalities in the bidding procedure.

A pre-bid meeting for discussion of the Project, reviewing the scope of work, project specifications and drawings, bid documents, the bidding qualifying requirements and other important matters will be held at Hamilton Heights High School in the LGI Room, 25802 State Road 19 Arcadia, Indiana 46030 on Wednesday, March 24, 2021 at 11:30 a.m. (EST).

Please enter at Entrance B of the Hamilton Heights High School building. Immediately following the pre-bid meeting, an opportunity to tour the project site will be offered. All prospective bidders are encouraged to attend this meeting. Bidders will be responsible for complying with items discussed at the meeting.

Questions regarding the project, or requests for equal status, can be directed in writing to:

Justin Olashuk, Project Manager
American Structurepoint
(317) 547-5580
jolashuk@structurepoint.com

Publish March 22, 2021, March 23, 2021, March 29, 2021 and March 30, 2021

SECTION 01 32 16

CONSTRUCTION SCHEDULE

PART 1 - GENERAL

1.01 WORK DESCRIPTION

A. SCOPE OF WORK;

1. Furnish a complete work schedule for purpose of coordinating all construction activities and the subsequent interface with the work of other Contractors.

B. WORK INCLUDED:

1. Diagrammatic work schedule showing all work activities including activity time required to complete.
2. Coordination with other trades and Contractors.
3. List of all equipment and material dates affecting work schedule.

C. RELATED WORK SPECIFIED ELSEWHERE:

1. Construction Agreement
2. General Conditions

1.02 SUBMITTALS

A. SCHEDULES:

1. A preliminary schedule is included in the Bidding Documents. Prior to bidding the project, each contractor shall review the preliminary and milestone schedules and prepare his bid accordingly. This guideline schedule is to be used for bidding purposes only, however, the project completion date must be accomplished by all Contractors.
2. The Contractor shall, within 15 days after award of the contract, submit a detailed schedule for his work, noting specific dates and duration times for submittals, manufacture/fabrication and installation for all major activities, major equipment and materials. The activities making up the Contractor's schedule shall be of sufficient detail to assure that adequate planning has been done for proper execution of the work and, in the judgment of the Construction Manager, it provides an appropriate basis for monitoring and evaluating the progress of the work.
3. The Contractor shall bind himself and his subcontractors to maintain the Project Construction Schedule.
 - a. The Contractor shall work overtime, nights and weekends, at no additional cost to the Owner, to maintain his portion of the schedule.
 - b. Failure to maintain his portion of the schedule may jeopardize his right to reduction in retainage.
 - c. If the Contractor does not maintain the schedule the Owner, through the Construction Manager, will have the right to supplement the Contractor's forces. All costs associated with the hiring of additional forces shall be deducted from the Contractor's contract amount.

PART 2 - PRODUCTS

2.01 CONSTRUCTION SCHEDULE

A. DIAGRAM:

1. Graphically show the order and interdependence of all activities necessary to complete the Work, and the sequence in which each such activity is planned to be accomplished, as planned by the Contractor and his project field superintendent in coordination with all other contractors and/or subcontractors whose work is shown on the diagram.
2. Activities shown on the diagram shall include, but are not necessarily limited to:
 - a. Project mobilization
 - b. Submittal and acceptance of Shop Drawings
 - c. Procurement of equipment and critical materials
 - d. Fabrication of special equipment and material, and their installation and testing
 - e. Final cleanup
 - f. Final inspecting and testing
 - g. All activities of the Owner and the Architect/Engineer which affect progress and/or affect required dates for completion of all or part of the Work.
3. The detail of information shall be such that duration times of activities will normally range from one to 15 days. The selection and number of activities shall be subject to the acceptance of the Construction Manager.
4. Show on the diagram, as a minimum for each activity, description of each activity, activity duration in calendar days, early and late start dates, and early and late finish dates to maintain proper construction progress.
5. Submit diagram (electronically) on sheet size 30" high by the width required.

PART 3 - EXECUTION

3.01 SCHEDULES

- A. Prime Contractor is responsible for expediting approvals and deliveries of materials so as not to delay job progress.
- B. Contractor shall begin each phase of his work as quickly as physically possible, but not to impede or jeopardize the work of other Contractors.
- C. Certain phases of the work may be started prior to the scheduled start dates if coordinated with the other contractors and if approved by the Construction Manager.

3.02 UPDATE

- A. Contractor shall participate in the updating of the schedule on a monthly basis (more often if required by the Construction Manager) during the entire life of his contract.

- B. Contractor shall bind himself and his subcontractors to maintain the revised/updated Project Construction Schedule in accordance with the requirements of the original Project Construction Schedule.

3.03 SEQUENCE OF WORK / PROJECT MILESTONES

- A. Issue Notice-To-Proceed: April 28, 2021
- B. An expedited submittal process and material/equipment delivery schedule will be necessary to achieve the desired completion dates for the following early completion milestones.
- C. Middle School south parking lot (Phase I) – Start 06/04/2021 and Complete by 07/09/2021
- D. Elementary School north lot and access road to first gate (Phase II) – Start 06/04/02 and Complete by 07/02/2021. Note Phase III cannot begin until Phase II is complete.
- E. Elementary School main entrance parking lot and Middle School north lot with bus turnaround (Phase III) – Start 07/02/2021 and Complete by 07/30/2021
- F. Middle School east parking lot and High School entrance drives (Phase IV) – Start 07/19/2021 and Complete by 07/31/2021

END OF SECTION 01 32 16