



## ADDENDUM No. 1

**Project: First Floor - Clinic Renovations  
Clark County Health Department**

Jeffersonville, Indiana

**Proj. No: 1901.01**

**Date: March 14, 2019**

**This addendum is a part of the bid documents. Acknowledge receipt on the Proposal Form.**

### General

1. Notify Brendan Brown of any questions regarding bidding at phone (812-913-4615) or email ([Brendan.brown@koverthawkins.com](mailto:Brendan.brown@koverthawkins.com)).
2. A pre-bid meeting was held March 12, 2019 @ 9am at the project site. See attached agenda and sign-in sheet.
3. The project has been submitted for Indiana Construction Design Release review. Contractor will be notified upon receipt of approved Indiana Construction Design Release.
4. The building at 1201 Wall Street will be available for Contractor's independent review on Friday, March 15<sup>th</sup> from 9-10 AM. This will be the last opportunity for building review prior to the bid.

Prepared by,

*Brendan J. Brown*

**Brendan T, Brown, AIA**  
Project Manager

enclosed: Pre-Bid Meeting Sign-In Sheet and Agenda

file: 1901.01

**End of Addendum No. 1**





**SIGN-IN SHEET**

**Project:** *First Floor – Clinic Renovations*  
Clark County Health Department

**Subject:** Pre-Bid Meeting

**Date:** Tuesday, March 12, 2019 @ 9:00 AM

<b>Name</b>	<b>Company</b>	<b>Email</b>	<b>Phone</b>
Brendan Brown	Kovert Hawkins Architects	brendan.brown@koverthawkins.com	812-913-4615
Amanda Hunsucker	Kovert Hawkins Architects	amanda.hunsucker@koverthawkins.com	812-913-4613
Laura Lindley	Clark County Health Department	llindley@co.clark.in.us	812-282-7521
Tyronne Yearwood	Arrow Electric	tyearwood@arrowelectric.com	502-357-2442
Mark Stinnett	Prime Electric	jason@primeelectric.com	418-5079
Bob Tyra	K & B Electric	b.tyra@kbelecservices.com	502-807-5030
Kevin Person	Landmark Sprinkler	kevin.person@landmarksprinkler.us	502-216-0480
Jeff Stegner	WPC Co.	jeff@wpccompany.com	502-479-7711
Micah Strunk	MJI Enterprises	m.strunk@mjient.com	602-909-2708
Raymond Grimes	T&G Construction	tg.phyllis@att.net	812-279-4475
Dale Sariscany	Upton Pry, Inc.	upi@att.net	812-944-5923
Todd Hartlage	Upton Pry, Inc.	upi@att.net	812-944-5923
Kent Abell	Abtech Electric	kent@abtechelectric.com	812-284-2359
William Cyrus	Abtech Electric	william@abtechelectric.com	502-435-3226
Kerry Stemler	KM Stemler	kerry@kmstemlerco.com	944-3887
Brian Hill	Koetter Construction	bhill@thekoettergroup.com	812-923-9873
Tim Buente	Southern State Electric	ssetimbuente@att.net	812-431-2329



**Project:** *First Floor - Clinic Renovations*  
Clark County Health Department

Jeffersonville, Indiana

**Proj No.:** 1901.01

**Location:** Tuesday, March 12, 2019 @ 9:00 PM (1201 Wall Street, Jeffersonville, IN 47130)

1. General and Clerical Issues

A. Introductions:

- 1) Design Team
- 2) Owner Team

B. Contract Organization:

- 1) Project organized as a single general contract with no construction management.
- 2) Anticipated for bids to be inclusive of entire Specification Sections and Drawing Sheets.
- 3) No prevailing wages in this contract.

C. Project Description:

- 1) Clark County Health Department
  - Renovation of Existing First Floor for Clinic

D. Bid Date and Bid Procedures:

- 1) Bid Date: Tuesday, March 19, 2019 @ 2:00 PM at  
Clark County Indiana Commissioners, Room 404  
501 East Court Avenue, Jeffersonville, IN 47130
- 2) Deliver bid to the Clark County Indiana Commissioners, Room 404 for acceptance of time of submittal.
- 3) Contractor's Bid Submittal Checklist:
  - a) Bid Submittal; Contractors must include at time of bid
    - Proposal Form I and II
    - Bid Security
    - Financial Information
  - b) Sealed, complete, on time to the Clark County Indiana Commissioners, Room 404.
  - c) Submit all bid information in duplicate; 1 original and 1 copy
  - d) Post-Bid Submittals; by apparent successful contractor(s) (within 24 hours following bid)
  - e) Post-Bid Submittals; by awarded contractor prior to Contract execution

E. Proposal Form (Section 00 42 01 and 00 42 02):

- 1) Fill out entire Proposal Form and all information complete
- 2) Complete pricing for Base Bid
- 3) Acknowledge all Addenda
- 4) Acknowledge Contingency Allowance (Section 01 21 16)
- 5) Completion of Work (Section 01 11 00)
- 6) Complete General Contractor Certification, Oath and Affirmation, Acknowledgement

F. Legal Requirements:

- 1) Bid Security (Section 00 43 13)
- 2) Performance Bond / Labor and Material Payment Bond (Section 00 61 13)
- 3) Insurance (Section 00 73 01-Article 11)
- 4) Employee Background Check (Section 00 73 01-Article 13)
- 5) Employee Drug and Alcohol Testing (Section 00 73 01-Article 13)
- 6) Employee Eligibility Verification (Section 00 73 01-Article 13)



2. Phasing, Scheduling, and Coordination
  - A. Construction Scheduling and Phasing Requirements (Section 01 11 00):
    - 1) Award, Notice To Proceed, Pre-Construction Meeting, Mobilization and Startup, Immediate Needs
    - 2) Begin work March 2019
    - 5) Substantial Completion per Contractor Bid
    - 6) Final Completion per Contractor Bid
  - B. Working Conditions and Special Issues:
    - 1) Staging area / trailer locations
  - C. Coordination with Owner / Owner's Concurrent Work and Activities:
    - 1) Vacant Building - contractor full access
    - 2) Coordinate with utilities connection
    - 3) Coordinate with security access and technology - by owner
  - D. There will be a Phase 2 for work on the Second Floor.
    - 1) Construction Documents will be forthcoming.
    - 2) First Floor Contractor and Second Floor Contractor may be different and must plan to coordinate work.
3. Administrative Issues
  - A. Project Bidding Website:
    - 1) Kovert Hawkins Architects website at [www.koverthawkins.com/bid-information](http://www.koverthawkins.com/bid-information)
    - 2) Become a Registered Planholder
    - 3) All documents available for free download; Drawings, Specifications, Plan Holders List
    - 4) All documents also sent to Don Meredith Reprographics for purchase and printing
    - 5) All Addenda issued to Registered Planholders
  - B. Addenda:
    - 1) Addendum No. 1 - issued after meeting.
  - C. Participants need to document their attendance on the Sign-In Sheet
4. Technical Issues
  - A. Questions
  - B. Tour of project existing building, self-guided.

file: 1901.01 / E-1