

ADDENDUM NO.2

March 9, 2021

DD# 2002
ROWAN HALL SECOND FLOOR RENOVATION
ALCORN STATE UNIVERSITY
LORMAN, MS



NOTICE TO ALL DOCUMENT HOLDERS:

The following additions, changes, and clarifications to the drawings and specifications are to be included as part of the Contract Documents.

GENERAL

ITEM NO. 1 PRE-BID CONFERENCE MEETING MINUTES

The Pre-Bid Conference Meeting Minutes are included for general information.

SPECIFICATIONS

ITEM NO. 2 00 42 00 PROPOSAL FORM

REPLACE the original Proposal Form with the one included herein. The following information has been clarified:

1. **Project Number, Project Title and Location.**
2. In the first paragraph above BASE BID, the number of consecutive calendar days is **150 consecutive calendar days.**

ITEM NO. 3 00 52 00 STANDARD FORM OF AGREEMENT

PARAGRAPH 2.2 LIQUIDATED DAMAGES, 2.2.1:

Liquidated Damages are in the amount of **One Hundred Fifty Dollars (\$150.00)** for each calendar day.

ITEM NO. 4 06 41 00 ARCHITECTURAL WOOD CASEWORK

ADD the following text to **3.05 FABRICATION, D. All metal fabrications shall be welded, primed and painted unless otherwise shown. All welds must be uniform, ground smooth, free of any slag and sharp edges.**



DRAWINGS

ITEM NO. 5 SHEET A1.0 FLOOR PLANS

ADD the attached **SK#A001** which adds the temporary dust partition TO LOBBY 124.

**ADD KEYED NOTE:
6. TEMPORARY DUST PARTITION.**

**REVISE GENERAL NOTE 6:
6. ALL EXISTING AND ABANDONED PENETRATIONS AND OPENINGS IN THE FLOOR AND CEILING SHALL BE PATCHED WITH CONCRETE AND PLASTER IN THICKNESS TO MATCH EXISTING EXCEPT ATTIC ACCESS OPENING.**

ITEM NO. 6 SHEET A10.0 DOORS & WINDOWS

ADD the attached **SK#A002** which describes the glass replacement of two panes on window GG.

ITEM NO. 7 SHEET A11.1 CASEWORK SECTIONS

GENERAL: In drawings where the exposed surfaces are called out to be **Veneer Plywood** without noting PLAM, the finish is to be **plain-sliced White Oak veneer with clear finish.**

4/A11.1: ADD the following text to the caster description:
3" MEDIUM DUTY - RUBBER WHEEL CASTER WITH SWIVEL PLATE AND BRAKE, RATED A MINIMUM 175LBS EACH.

ITEM NO. 8 SHEET MH1.1 SECOND FLOOR HVAC

CLARIFICATION: For the existing ductwork to be cleaned, budget **12 LF of 20x10** and **12 LF of 16x14**. All other HVAC cleaning descriptions still apply.

No other items.



Brett G. Cupples, AIA

Encs.: Pre-Bid Conference Meeting Minutes & Agenda (5 pages)
00 42 00 Proposal Form (2 pages)
SK#A001 (1 page)
SK#A002 (1 page)

c: 2002.1 Addenda
All Planholders

MEETING MINUTES

PROJECT: 2002 ROWAN HALL- COUNSELING CENTER

PROJECT NO.: 2002

DATE & TIME: 03-04-2021, 11:00 A.M. – 11:30 A.M.

LOCATION: Alcorn State University, Lorman, MS

PRESENT:

Dr. Michael Posey, Assc. VP of Facilities Management, Alcorn State University
Windell Harried, Facilities Management, Alcorn State University
Robert Watts, VP of Building Facilities, Alcorn State University
Gary Legg, Flagstar Construction
Jason McCoy, Richard Womack Construction
Mark Carter, Wilmar Construction
Brett Cupples, Project Manager, Duvall Decker
Trey Box, Associate, Duvall Decker

PURPOSE: 2002 Rowan Hall Counseling Center Pre-Bid Meeting

- Review of scope of work, bid procedure, and project information for interior renovations to the existing second floor of Rowan Hall

ITEMS DISCUSSED:

1. Meeting Agenda

- a. 11:00-11:30 Duvall Decker review of scope of work and bidding process and discussion with ASU staff and contractors.

2. Comments and General Notes

- a. Dr. Posey suggests building a temporary partition in the building to allow workers access 24/7 with a construction key as the security of the building could create problems with access for construction.
- b. Questions were asked about the percentage of work that will have to be done after hours. Mr. Cupples speculates that most of the work can be done 8-5.
- c. Questions were asked about the delivery of smaller materials to ASU office.
- d. ASU requests that workers do not speak with the students.
- e. ASU will allow workers to eat in the campus cafeteria as there are few restaurants near ASU.
- f. Dr. Posey asked about the duration of the project. Mr. Cupples informed him that the duration of work should be 150 days.
- g. ASU requires construction vehicles to enter through the back gate.
- h. Mr. Harried informed all that there is an alarm system in the building that will cause issues. Mr. Cupples suggested that to avoid issues with the access of the building that work should be done 8-5.

- i. Broken windows were noticed on the Eastern windows. Duvall Decker will issue an addendum to add the repair of the windows to the scope of work.
- j. Dr. Posey stated that there will not be a charge for the Contractor to use the existing water and electricity as the building.
- k. There were three General Contractors in attendance:
 - i. Flagstar Construction
 - ii. Wilmar Construction
 - iii. Richard Womack Construction

ACTION ITEMS:

- 1. Duvall Decker will issue an addendum to add the repair of the broken windows to the scope of work.

This information constitutes our understanding of the agreements and information provided. If there are any changes, revisions or corrections please notify Duvall Decker Architects within 7 days.

Meeting Minutes by,

Trey Box
Duvall Decker, P.A.

Encs.: Pre-Bid Conference Agenda
c: File 2002 Correspondence
Dr. Michael Posey, Associate VP of Facilities Management, Alcorn State University
Windell Harried, Facilities Management, Alcorn State University
Robert Watts, VP of Building Facilities
Gary Legg, Flagstar Construction
Jason McCoy, Richard Womack Construction
Mark Carter, Wilmer Construction
Brett Cupples, Project Manager, Duvall Decker
Trey Box, Associate, Duvall Decker

March 4, 2021

PRE-BID CONFERENCE

DD#2002 ROWAN HALL SECOND FLOOR RENOVATION ALCORN STATE UNIVERSITY LORMAN, MS

1. Project Team Introductions

Owner:

Alcorn State University

1000 ASU Drive

Lorman, Mississippi 39096

Contact:

Dr. Jeff Posey, Special Assistant to Senior Vice President for Finance,
Administrative Services, & Operations

Phone: 601-877-4715

Email: mjposey@alcorn.edu

Robert Watts, Vice President of Facilities Management

Phone: 601-877-4000

Email: rwatts@alcorn.edu

Architect:

Duvall Decker Architects, P.A.

2915 N. State Street

Jackson, MS 39216

Phone: (601) 713-1128

Fax: (601) 713-1168

Contact:

Roy Decker, AIA, Principal-in-Charge
rtd@duvalldecker.com

Brett Cupples, AIA, Project Manager

bgc@duvalldecker.com

Trey Box, Assoc. AIA, Project Architect

tb@duvalldecker.com



Electrical Engineer:

Systems Engineering, Inc.
142 Woodberry Place
Madison, MS 39110
Phone: (601) 919-8040
Contact: **Lanny Purvis, P.E.**
Email: lannypurvispe@systemsengr.com

Mechanical Engineer:

Engineering Resource Group
350 Edgewood Terrace Drive
Jackson, MS 39206
Phone: (601)362-3552
Contact: **Gregg Cox, P.E.**
Email: gcox@ergms.com

2. Bid Procedures

- a. Bids are required to be delivered to:
Alcorn State University
Facilities Management
1000 ASU Drive #299
Lorman, MS 39096
- b. Time should be allotted for security check point and parking.
- c. No phones or desks will be provided for bidders.
- d. Bids will not be accepted at any point after 2:00:00PM on Thursday March 11, 2021.
- e. Bid envelopes will require the bidder's company name and certificate of responsibility number on the outside. The information on the outside must match the information within the envelope. The bid bond must also be under the same name exactly.
- f. Please follow and check all requirements in the Project Manual, specifically 00 21 00 Instructions to Bidders.

3. Scope of Work

- a. Second Floor Renovation
- b. First Floor to remain in operation as Health Center during this project.
 - i. Disruptive operations must be coordinated with the Owner.

4. Special Project Issues

- a. Project Description – MDAH Historical Renovation
 - ii. Exterior Window
 - iii. Interior Plaster repair where in view.
- b. Campus Requirements
 - i. Access and Staging area will be behind Rowan Hall. The specifics of construction traffic and parking will be reviewed during the Pre-Construction Conference after the project is awarded.

5. The General Contractors present are asked to identify themselves.

6. Questions / Other Items

7. Rowan Hall site visit

PROPOSAL FORM
SECTION 00 4200

To: Alcorn State University, Facilities Management
1000 ASU Drive #299
Lorman, MS 39096

Re: Project # 2002
Project Title Rowan Hall Second Floor Renovation
Location Alcorn State University, Lorman, MS

I propose to complete all work in accordance with the Project Manual and Drawings within 150 consecutive calendar days for the sum of: (Professional must specify number of days)

BASE BID: (Write in the amount of the base bid in words and numbers. In case of conflict, the written word governs.)

Words: _____ Dollars
Figures: (\$ _____)

ALTERNATES: (Write in the amount of all of the alternates in words and numbers. In case of conflict, the written word governs.)

Alternate #1 Adds Deducts

Words: _____ Dollars
(\$ _____)
Description: _____

Alternate #2 Adds Deducts

Words: _____ Dollars
(\$ _____)
Description: _____

Alternate #3 Adds Deducts

Words: _____ Dollars
(\$ _____)
Description: _____

Alternate #4 Adds Deducts

Words: _____ Dollars
(\$ _____)
Description: _____

Alternate #5 Adds Deducts

Words: _____ Dollars
(\$ _____)
Description: _____

Division 0

ADDENDA ACKNOWLEDGMENT:

No. _____ No. _____ No. _____
No. _____ No. _____ No. _____

ACCEPTANCE:

I certify that I am authorized to enter into a binding contract, if this Proposal is accepted.

Signature _____ Date _____
Name and Title _____
Name of Business _____
Address _____ (mailing)
Address _____ (physical)
City/State/Zip Code _____ County _____
Phone _____ Fax _____ Email _____

- **BIDDER'S CERTIFICATE OF RESPONSIBILITY NUMBER:** _____
- **MINORITY BUSINESS ENTERPRISE?** Yes _____ No _____ (to assist with Code 57-1-57)

-
- Attach copy of Non-Resident Bidder's Preference Law

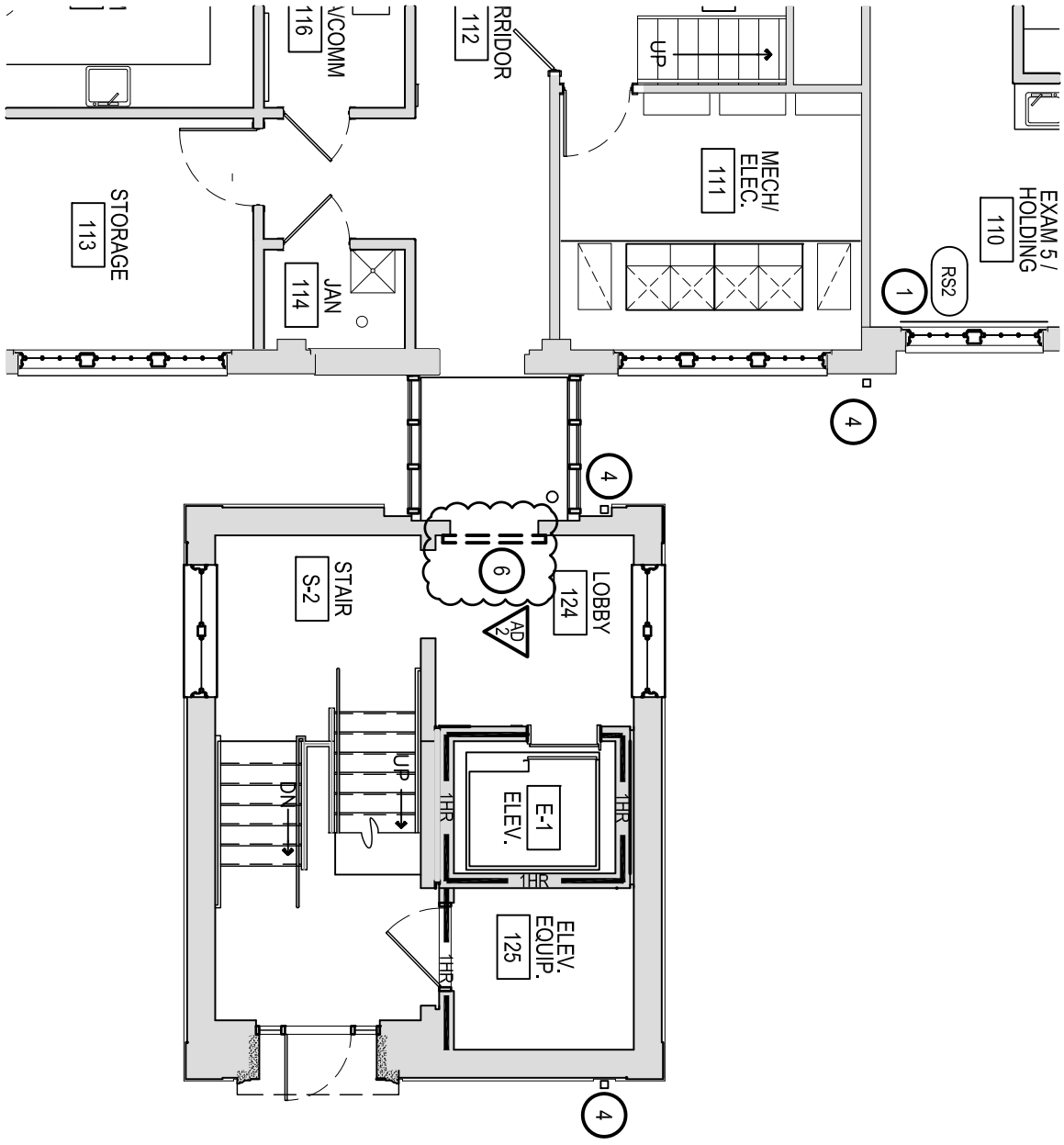
■ **Mechanical / Plumbing / Electrical Contractors:**

Regarding said Divisions of the Specifications of the BoB Standard Form of Agreement Between The Owner and The Contractor:

List any Mechanical/Plumbing and/or Electrical Sub-Contractors that will perform work of this contract, regardless of cost even for under \$50,000.00. COR must be included where sub-contract exceeds \$50,000.00. If no sub-contractor is listed, and such work is within scope of contract and over \$50,000.00, bidder's own COR classification(s) must be sufficient to self-perform any such work. If no sub-contractor is listed, then use of sub-contractor to perform such scope will not be permitted.

Mechanical Contractor: _____ Certificate of Responsibility No. _____
Plumbing Contractor: _____ Certificate of Responsibility No. _____
Electrical Contractor: _____ Certificate of Responsibility No. _____

Division 0



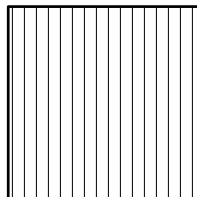
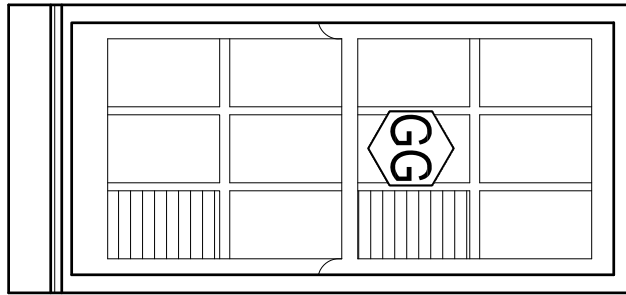
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PARTIAL - FIRST FLOOR PLAN
1/8"=1'-0"

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EXIST WINDOW ELEVATION IN NEED OF REPAIR
1/2"=1'0"



REPLACE BROKEN GLASS
WITH GLASS #18 TYP.