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## ADDENDUM

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<b>Project:</b>	Farmersburg Library Renovation 102 W Main Street Farmersburg, IN 47850	<b>Addendum No.:</b>	01
		<b>Date:</b>	January 28, 2025
<b>Owner:</b>	Sullivan County Public Library 100 S. Crowder Street Sullivan, IN 47882	<b>Project Number:</b>	2409-296
		<b>Contract for:</b>	All Disciplines

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The original specifications and drawings dated January, 2025 for the project noted above are amended as noted in this Addendum Number 001. Receipt of this addendum and any subsequent addenda must be acknowledged on the final bid documents. This addendum consists of Thirteen (13) item(s) and Two (2) attachment(s).

### GENERAL ITEMS

- 1-1 See attached for Prebid Agenda.
- 1-2 See attached for Prebid Sign-In Sheet.
- 1-3 The General Contractor who is awarded the project shall coordinate the start of construction with the Owner prior to commencement of work.
- 1-4 The location of the dumpster shall be coordinated with the Owner prior to delivery to the site.

### SPECIFICATIONS

- 1-5 Section 004113 – Bid Form has been updated to accommodate added alternates.
- 1-6 Section 012300 – Alternates has been added to accommodate added alternates.

### DRAWINGS ITEMS

- 1-7 Alternate Bid No. 1 – On Drawing A1.1, provide new ceiling grid in rooms Library 2, Storage 3, and RR 4. New ceiling to match what has been specified for Conference Room 5.
- 1-8 Alternate Bid No. 2 – On Drawing MP-1, in the Storage Room 3, rotate the existing utility sink reworking waste and water lines as required. Relocate the existing electric water heater to a secure shelf above the sink reworking insulated water lines and reworking the power feed to the water heater as required. Route water heater relief valve discharge to the sink. Provide strap around water heater to secure to wall/shelf.

### PRODUCT SUBSTITUTIONS

- 1-9 None.

## CONTRACTOR QUESTIONS

- 1-10 Q: Article 4.1 of the Instructions to Bidders indicates bids must be submitted in duplicate. 1.08.C of the Supplemental Instructions to Bidders indicates to submit only the original signed copy of the proposal. Which is correct?
- 1-11 A: A single copy of the original signed proposed bid is to be submitted.
- 1-12 Q: Document 004393 Item 1.2.B.4 & 5 indicates a Bid Supplement Form for Allowance and Alternates is to be attached to the bid. We did not see these Supplement Forms in the specifications. What is their status?
- 1-13 A: At the time of releasing the documents, no alternates or allowances existed. Since the Pre-Bid Meeting, 2 Alternates have been added to the project. No allowance have been added. Disregard item 4 from the bid submittal checklist.

**Attachments:** Prebid Agenda and Prebid Sign-InSheets  
Revised Specifications: Section 004113 – Bid Form, Section 012300 – Alternates  
Revised sheets: None.

**By:** Jackson Faber, AIA

**CC:** Rachel Winner, David Reed

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## PREBID CONFERENCE

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Client:	Sullivan County Public Library	Meeting Location:	Farmersburg Library
Project:	Farmersburg Library Renovation	Meeting Date:	January 22, 2025
		Project Number:	2409-296

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### **Introductions**

- Sullivan County Public Library
  - Director: Rachel Winner
- Hafer
  - Principal & Architect: Jack Faber, 812-422-4187, jfaber@haferdesign.com
  - Mechanical Engineer: Ryan Steinhart
  - Electrical Engineer: Jason Craig
  - Interior Design: Scarlett Bickett

### **Project Scope and Goals**

- Minimal work in parking lot and walk leading to the library's entry.
- Construction of a new conference room.
- Update interior finishes.

### **Design & Construction Considerations**

- A temporary wall may be required on the interior to separate phases of construction if the library chooses to remain open during construction. A drawing will be issued via addendum showing the temporary interior wall partition location if that is the direction the library wants to go.
- The existing openings have residential doors installed. New commercial doors and frames are being installed. Work will be required to insert the new frames in the existing openings.

### **Addenda**

- Addendums have not been issued yet.
- Addenda #1 will be distributed by Monday with questions/answer, agenda and sign-in.

### **Review of Bidding Requirements**

- Bids will be accepted until 3:00 p.m. local time, February 6, 2025
- Bids are to be received at: Sullivan County Public Library – Main Library: 100 S Crowder Street, Sullivan, IN 47882.
- Bids will be opened publicly at approximately 3:05pm.
- Bids are to be submitted on the Bid Forms included in the Project Manual.
- Bids are to be submitted in duplicate.

- Bids are to be submitted in an envelope clearly noting bidder's name & project name.
- Bidders shall familiarize themselves with bidding requirements in the Notice to Bidders, General Instructions to Bidders, Instructions to Bidders and the Supplemental Instructions to Bidders.
- Project is tax exempt.

**Scheduling**

- Work is to begin immediately.
- Bi-Weekly job progress meetings.

**Work by owner:**

- Installation of loose furniture and equipment

**Use of Site:**

- Access of project area
  - Contractor shall have use of project site for construction operations.
- Use of Premises.
  - Contractor parking is allowed on site.
  - Contractors may use the on site restroom facilities.
- The Contractor is to adhere to the limits of construction.

**Alternates:**

- There are no alternates.

**Miscellaneous Items:**

- Contractors are required to familiarize themselves with the project site.
- Direct all questions to Jack Faber via email.

**Questions**



January 22, 2005

Pre-Bid Conference

Sullivan County Public Library  
Farmersburg Library Renovation

Sullivan County Public Library  
100 S Crowder Street  
Sullivan, IN 47882

Farmersburg Public Library  
102 W Main Street  
Farmersburg, IN 47850

Architect's Project No. 2409-296

Company	Name	Email	Phone
SCPL	David Reed	dreed@sullivan.lib.in.us	812 480 9570
HAFER	Jack Faber	jfaber@hufedesign.com	812-430-3402
SCPL	Susan Paul	schwatsn72@hotmail.com	812-249-6076
SCPL	Kachel Wilmer	kwilmer@sullivan.lib.in.us	812-827-6318
Taber Owens Const.	Drew Walls	drew.walls@taberowens.com	812-617-1542
HANNIG CONST.	Tyler James	tjames@HANNIG-CONSTRUCTION.COM	317-366-2068
CD	Richard Platt	platt@cedline.net	812-249-3147



DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: \_\_\_\_\_.
- B. Project Name: Farmersburg Library Renovation
- C. Project Location: 102 W. Main Street, Farmersburg, Indiana 47850.
- D. Owner: Sullivan County Library
- E. Architect: Hafer.
- F. Architect Project Number: 2409-296

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Hafer and Hafer's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:
  - 1. \_\_\_\_\_ Dollars (\$\_\_\_\_\_).
  - 2. The above amount may be modified by amounts indicated by the Bidder on the attached Document 004323 "Alternates Form."

1.3 ALTERNATES

- A. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment.
  - 1. Cost-Plus-Fee Contract: Alternate price given below includes adjustment to Contractor's Fee.
- B. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE."
- C. If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."
- D. The Bidder shall be responsible for determining from the Contract Documents the affects of each alternate on the Contract Time and the Contract Sum.

- E. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within 60 days of the Notice of Award unless otherwise indicated in the Contract Documents.
- F. Acceptance or non-acceptance of any alternates by the Owner shall have no effect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.

1.4 SCHEDULE OF ALTERNATES:

- A. Alternate No. 1: Storage Room: State the amount to include Alternate No. 1 as stated in Section 012300 Alternates.  
ADD \_\_\_ DEDUCT \_\_\_ NO CHANGE \_\_\_ NOT APPLICABLE \_\_\_\_\_.  
\_\_\_\_\_ Dollars (\$ \_\_\_\_\_).
- B. Alternate No. 2: Ceiling Grid: State the amount to include Alternate No. 2 as stated in Section 012300 Alternates.  
ADD \_\_\_ DEDUCT \_\_\_ NO CHANGE \_\_\_ NOT APPLICABLE \_\_\_\_\_.  
\_\_\_\_\_ Dollars (\$ \_\_\_\_\_).

1.5 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within **10** days after a written Notice of Award, if offered within **60** days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:  
  
1. \_\_\_\_\_ Dollars (\$ \_\_\_\_\_).
- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.6 SUBCONTRACTORS AND SUPPLIERS

- 1. Provide complete list of Subcontractors on attached sheet.

1.7 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall be substantially complete the Work within \_\_\_\_\_ Calendar Days.

1.8 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated \_\_\_\_\_.
2. Addendum No. 2, dated \_\_\_\_\_.
3. Addendum No. 3, dated \_\_\_\_\_.
4. Addendum No. 4, dated \_\_\_\_\_.

1.9 UNIT PRICES

1. The following Unit Prices shall include all costs necessary for the complete installation of the materials or items indicated, including materials, labor, equipment, operations, administration, overhead, profit and taxes (if applicable).
2. These Unit Prices shall be used to determine the costs for changes in the work during the construction period, when agreed upon by the Owner.
3. These Unit Prices are submitted as a price per unit of measurement for materials or services added to or deducted from the Contract Sum by appropriate modification, if estimated quantities of Work required by the Contract Documents are increased or decreased.
4. The Bidder shall submit one Unit Price for each of the following items, plus any other Unit Prices requested in the Bidding Documents, in the manner indicated.

<u>Item</u>	<u>Unit</u>	<u>Add or deduct price</u>
1. Drywall replace, finish, and paint	SF	\$ _____

1.10 BID SUPPLEMENTS

A. See 004393 Bid Submittal Checklist for Bid Supplements.

CONTRACTOR'S LICENSE

B. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Indiana, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.11 SUBMISSION OF BID

- A. Respectfully submitted this \_\_\_\_ day of \_\_\_\_\_, 2025.
- B. Submitted By: \_\_\_\_\_ (Name of bidding firm or corporation).
- C. Authorized Signature: \_\_\_\_\_ (Handwritten signature).
- D. Signed By: \_\_\_\_\_ (Type or print name).
- E. Title: \_\_\_\_\_ (Owner/Partner/President/Vice President).

- F. Witness By: \_\_\_\_\_ (Handwritten signature).
- G. Attest: \_\_\_\_\_ (Handwritten signature).
- H. By: \_\_\_\_\_ (Type or print name).
- I. Title: \_\_\_\_\_ (Corporate Secretary or Assistant Secretary).
- J. Street Address: \_\_\_\_\_.
- K. City, State, Zip: \_\_\_\_\_.
- L. Phone: \_\_\_\_\_.
- M. License No.: \_\_\_\_\_.
- N. Federal ID No.: \_\_\_\_\_ (Affix Corporate Seal Here).

END OF DOCUMENT 004113

## SECTION 012300 - ALTERNATES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for alternates.

#### 1.3 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to or deducted from the base bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
  - 1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
  - 2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

#### 1.4 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
  - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated revisions to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.
- D. Schedule: A schedule of alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

- A. Alternate No. 1: Ceiling Grid:
  - 1. Base Bid – Existing ceiling grid to remain as described in documents.
  - 2. Alternate – Provide new ceiling grid in rooms Library 2, Storage 3, and RR 4. New ceiling to match what has been specified for Conference Room 5.
  
- B. Alternate No. 2: Storage Room:
  - 1. Base Bid – Sink and water heater in Storage Room 3 remains unchanged.
  - 2. Alternate – On Drawing MP-1, in the Storage Room 3, rotate the existing utility sink reworking waste and water lines as required. Relocate the existing electric water heater to a secure shelf above the sink reworking insulated water lines and reworking the power feed to the water heater as required. Route water heater relief valve discharge to the sink. Provide strap around water heater to secure to wall/shelf.

END OF SECTION 012300