

ADDENDUM ONE

Inspiration Ministries
112 S. Main Street
Kendallville, IN 46755

MARTINRILEY architects/engineers
221 West Baker Street
Fort Wayne, Indiana 46802
260-422-7994

Commission No.: F24019

Addendum Date: 15 July 2024

Conditions: The following clarifications, amendments, additions, deletions, revisions and modifications are a part of the contract documents and change the original documents only in the manner and to the extent stated.

Copies of the Addendum shall be bound with all contract sets of drawings and specifications.

CLARIFICATIONS:

Contractor Question#1:

Sheet FP101 indicates wet system piping on Floors 1-3, but 1st floor coverage is not indicated on Sheets A001 or P101. Is coverage required on the 1st floor and in the basement or is there a variance to eliminate coverage on those floors?

Answer: (MR-MartinRiley) Per Chapter 34 Analysis available on Sheet A001 states that our proposed strategy will be permitted with the following verbiage:
“A sprinkler system per NFPA 13D is recommended for the 2nd and 3rd floors as a proposed variance trade-off for lack of emergency escape and rescue openings from sleeping rooms and to permit a score of 1 for the ‘automatic sprinklers’ category to achieve an overall passing score.”

Contractor Question#2:

Sheet FP101 shows a Fire Department Connection (FDC) but Sheet P101 does not. Please clarify if FDC is required.

Answer: (MR-MartinRiley) FDC is required for the sprinkler/riser system necessary for the Second/Third Floors and must be made available and maintained for Fire Department.

CHANGES TO THE SPECIFICATIONS:

Section *000110 Table of Contents*, **REMOVE** Section 012300 Alternates from the volume.

Section *007300 Supplementary Conditions*, **MODIFY** Article 9.3.1.3 to state:

“Until final payment, the Owner shall pay **5%** of the amount due the Contractor on account of each progress payment for work completed and material delivered and stored at the site but not incorporated into the Work **until construction is one hundred percent (100%) complete**. For each Work ...”

Section *007300 Supplementary Conditions*, **MODIFY** Article 9.3.1.4 to state:

“... an amount equal to up to **two hundred percent (200%)** of the value of each item...”

Section *007300 Supplementary Conditions*, **ADD** Article 9.6 PROGRESS PAYMENTS.

See attached **007300** Section.

Section *007300 Supplementary Conditions*, **REMOVE** Article 10 in entirety.

Section *007300 Supplementary Conditions*, **REMOVE** Article 11 in entirety.

Section *007300 Supplementary Conditions*, **ADD** Article 13.7 E-VERIFY PROGRAM.

See attached **007300** Section.

Section *011000 Summary*, **MODIFY** P-1, 1.05, E, Paragraph 1 to state,

“1. Limit conduct of the hours of 7:00am - 7:00pm, **Monday-Friday.**”

Section *012300 Alternates*, **REMOVE** Section from volume.

Section *013000 Administrative Requirements*, **REMOVE** Paragraph P3, 3.03 SITE MOBILIZATION MEETING, in entirety.

Section *013000 Administrative Requirements*, **ADD** Paragraph P3, 3.05 REQUESTS FOR INTERPRETATION. See attached **013000** Section.

Section *013000 Administrative Requirements*, **ADD** Paragraph P3, 3.06 SUBMITTAL SCHEDULE. See attached **013000** Section.

Section *013000 Administrative Requirements*, **MODIFY** P-3, 3.11, Paragraph J to state:

“J. For each submittal for review, allow **15** days excluding delivery time to and from the Contractor.”

CHANGES TO DRAWINGS:

Sheet **D101** - SEE ATTACHED SHEET for revisions:

- **DEMOLITION NOTES:**
 - **MODIFY** Note #16 to read, “DEMO FLOOR AND ASSOCIATED MATERIALS TO ALLOW FOR NEW SPRINKLER RISER PIPING. REPAIR, CLEAN, AND PREPARE ALL SURFACES FOR NEW WORK.”

Sheet **D103** - SEE ATTACHED SHEET for revisions:

- **DEMOLITION NOTES:**
 - **MODIFY** Note #7 to read, “REMOVE AREAS OF DAMAGED PLASTER ALONG THE WALLS AND REPLACE WITH 1/2” TYPE ‘X’ GYPSUM BOARD.”
 - **MODIFY** Note #13 to read, “NOT USED.”
- **1/D103:**
 - Demolition Note #13 **REMOVED** from drawing.
 - Demolition Note #7 **RELOCATED** in one (1) Room and **ADDED** to (5) Rooms. Demolition Notes have been batched together at these locations.
 - Demolition Note #12 has been **REVISED** to show extents.

Sheet **A101** - SEE ATTACHED SHEET for revisions:

- **WORK DESCRIPTION NOTES:**
 - **ADD** Note #3 to state, “4” FIRE DEPARTMENT CONNECTION (FDC)”
 - **ADD** Note #4 to state, “6” BOLLARD. SEE DETAIL 3/A101.”
- **1/A101:**
 - **ADD** Room Tags for Storage 003, Restroom 004, Storage 007, and Storage 009.
- **2/A101:**
 - Existing sidewalk extents added to the drawing.
 - **ADD** Work Description Notes #3 and #4 to the drawing.
 - **ADD** Dimensions and size for concrete replacement at the FDC.
- **3/A101:** **ADD** Bollard Section detail to Sheet.

Sheet **A110** - SEE ATTACHED SHEET for revisions:

- **APPLIANCE SCHEDULE:**
 - Microwave and Range Hood **REMOVED** from schedule.
 - Microwave Hood Combo **ADDED** to the schedule.
 - **ADD** Remark #1 to MWH (Microwave Hood Combo) & W/D (Washer Dryer Combo)
 - **REMARKS:**
 - **ADD** Remark #1, stating, “TERMINATE EXHAUST DUCT ON ROOF WITH SPUN ALUMINUM WEATHER CAP AND BIRDSCREEN.”

- 1/A110:
 - Plan updated showing extents of ramp and areas of raised flooring at Kitchen 213.
 - (2) Spot elevations **ADDED** to the drawing.
- 2/A110:
 - Ramp has been **MODIFIED** to include wood forms for Ardex compound ramp.
- 3/A110: Entire drawing has been **REVISED**.
- 4/A110: Door 232B showing correctly within the drawing.
- 5/A110: Entire drawing has been **REVISED**.

Sheet **A201** - SEE ATTACHED SHEET:

- Sheet **RE-ISSUED**.

Sheet **A601** - SEE ATTACHED SHEET for revisions:

- FINISH FLOOR LEGEND:
 - **ADD** EXG-R to Legend with title, “(EXG-R) EXISTING - REFINISH”.
- 3/A601: Plan **UPDATED** to show locations of Finish EXG-R (Finish Floor Legend).

Sheet **A602** - SEE ATTACHED SHEET for revisions:

- FINISH LEGEND:
 - **ADD** STN-2 with verbiage:
“2. 1-2 COATS MINWAX ULTIMATE FLOOR FINISH (2) COATS FAST-DRYING POLYURETHANE 350 VOC VARNISH, SATIN FINISH
a. SAND SURFACE EVENLY TO REMOVE OLD FINISH.
b. APPLY PUTTY TO HOLES AND DINGS; SAND SMOOTHLY WHEN DRY.
c. COLOR: TO CLOSELY MATCH EXISTING.”
- PHOTO 6: **REMOVE**, in entirety, including notes.

Sheet **A603** - SEE ATTACHED SHEET for revisions:

- 1/A603: Entire drawing has been **REVISED**.
- 2/A603: Entire drawing has been **REVISED**.
- 3/A603: Entire drawing has been **REVISED**.
- 4/A603: Entire drawing has been **REVISED**.
- 5/A603: Entire drawing has been **REVISED**.
- 6/A603: Entire drawing has been **REVISED**.

Sheet **M102** - SEE ATTACHED SHEET for revisions:

- 1/M102: **UPDATE** Kitchen 213 & Kitchen 231 with modified exhaust piping sizes for microwave hood combo.

Sheet **M103** - SEE ATTACHED SHEET for revisions:

- 1/M103: **UPDATE** Shared Kitchen 304 with modified exhaust piping sizes for microwave hood combo.

Sheet **M301** - SEE ATTACHED SHEET for revisions:

- 1/M301: **REMOVE** Mechanical - Kitchen Exhaust Hood Schedule from Sheet.

Sheet **FP101** - SEE ATTACHED SHEET for revisions:

- 1/FP101:
 - **REMOVE** wet system sprinklering and associated annotation from the First Floor.
 - **ADD** extents of existing sidewalk to the drawing.
- 4/FP101:
 - **ADD** Section annotation 5/FP101 to the drawing.
 - **ADD** Notation Callout stating, "1-HR RATED WALL ASSEMBLIES (STAIRCASE / VERTICAL OPENINGS)" with three leader lines.
 - **MODIFY** Notation Callout to read, "WET SYSTEM SERVICING SECOND AND THIRD FLOORS" and **REMOVE** (1) leader lines.
 - **ADD** Notation Callout to state, "FIRE DEPARTMENT CONNECTION (FDC)" and one leader line.
 - **ADD** Spot Elevation associated to First Floor / Sidewalk.
 - **ADD** 4" water service from Riser Room to west façade pipe exit.
 - **ADD** Notation Callout stating, "PIPING TO BREACH WALL SIMILAR TO EXISTING WATER TAP" with one leader line.
 - **ADD** Notation Callout stating, "4" WATER SERVICE FROM RISER ROOM TO FIRE DEPARTMENT CONNECTION (FDC)" with one leader line.
- 5/FP101:
 - **MODIFY** Notation Callout to read, "WET SYSTEM SERVICING SECOND AND THIRD FLOORS" and **REMOVE** (1) leader lines.

ATTACHMENTS:

000110 Table of Contents.pdf
007300 Supplementary Conditions.pdf
011000 Summary.pdf
013000 Administrative Requirements
T101.pdf
D101.pdf
D103.pdf
A101.pdf
A110.pdf
A201.pdf
A601.pdf
A602.pdf
A603.pdf
M102.pdf
M103.pdf
M301.pdf
FP101.pdf
2024-07-12 - F24019 - Pre-Bid Meeting Minutes.pdf
Civil Rights Form 7.pdf
Pre Bid Attendee List.pdf
Pre Bid Guide Nov 23.pdf
Section 3 Poster IM.pdf

END OF ADDENDUM NUMBER ONE

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**SECTION 00 0110
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- 002100 - Instructions to Bidders
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- 004150 - Contractor's Bid Supplement to Form 96
- 005000 - Contracting Forms and Supplements
- 005200 - Agreement Form
 - APPENDIX A: AIA Document A101 - 2017
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123530 - Residential Casework

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220523 - General-Duty Valves for Plumbing Piping

220529 - Hangers and Supports for Plumbing Piping and Equipment

220553 - Identification for Plumbing Piping and Equipment

220716 - Plumbing Equipment Insulation
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260533.23 - Surface Raceways for Electrical Systems
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END OF SECTION



PRE-BID Meeting Minutes

Project: Inspiration Ministries
Meeting Date: July 12, 2024
Commission No.: F24019

1. Welcome to the Pre-Bid Conference for the Inspiration Ministries Supportive Graduate Housing
2. Introductions

Owner(s)

Andy Foster - Inspiration Ministries

Grant Administrators - Patrick Rorick and Matt Brinkman - Region 3-A

Architect - MartinRiley Architects Engineers

Lisa Gulick - Project Manager

Project Team can be reached at the offices of **MARTINRILEY**; phone 260.422.7994; **All questions should be directed to the Project Manager**; Lisa Gulick lgulick@martin-riley.com

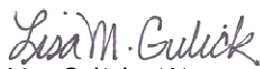
3. Project Overview

- a) Renovation of second and third floor into dwelling units and support spaces including removal and retrofit of all MEP equipment.
- b) Installation of Fire Department Connection and Fire Riser that spans from First Floor to Third Floor, and installation of NFPA 13D sprinkler system for the Second and Third Floors.
- c) 1-HR egress staircase consisting of 2x6 stud walls with cavity batt insulation. The staircase is wood-framed stringers/stretchers, risers, and treads and includes all necessary handrails.
- d) Replacement wood framing for flooring assembly at the west-end of Second Floor/ceiling assembly at First Floor consisting of 590 sf area.
- e) Finished interior partitions 2x4 stud walls with acoustical batts at bathrooms and bedrooms, 5/8" gypsum wall board both sides taped, finished/painted. Interior hollowcore doors for closets, bedrooms and bathrooms. Casework for kitchen and bathroom vanities. Floor finishes LVT in living, kitchen, and bathrooms. Carpet in the bedrooms. Gypsum ceiling, base molding, and doors with casing and sills.
- f) Residential style mechanical, electrical and plumbing in compliance with Indiana adopted applicable codes. Overhead lighting in living room, kitchen, dining, and hallway. Bedrooms on switched outlet.

- g) Kitchen appliances include dishwasher, refrigerator, range, and microwave hood combo.
- h) Each bedroom unit ranges in space from 113-277 square feet and features at least 8 square feet of closet/storage space.
- i) Alternates
 - (1) One: First Floor, East Plan Retrofit includes the demolition of all areas provided within the scope of the Alternate and provide retrofit of rooms including Corridor 104, Corridor 107, Multi-Purpose 108, and Restroom 109. 1,290 square feet of space, total.
- b. Davis Bacon Wage Rate
 - a) It is a Davis Bacon Residential wage rate.
 - b) Certified Payrolls are required
- c. Review Pre-bid Conference Guide
- d. Schedule of Work
 - a) Anticipated award July 26th, 2024
 - b) It is the intent of the owner to begin work August 31st, 2024 and have work substantially complete and suitable for use by January 31st, 2025
- e. Bids are due Tuesday, July 23rd, 2024, at 8:30 AM (Local Time), located at the Kendallville City Hall located at 234 South Main Street, Kendallville, Indiana.
 - a) Each bid must be enclosed in a sealed envelope bearing the name of the project and the name and address of the bidder.
 - b) Bids are required to be held for 90 days
 - c) Bids will be opened and read aloud at a public meeting scheduled to take place on Tuesday, July 23rd, 2024, at 8:30 AM, located at the Kendallville City Hall, 234 South Main Street, Kendallville, IN. (Second Floor in the City Council Chambers)
- 2. Additional Items
 - a. An addendum will be issued on Monday, July 15, 2024. The addendum will include meeting minutes, questions that **MARTINRILEY** has received regarding the project and copies of the sign-in sheets.
- 3. Questions to be addressed in the addendum
 - a. Clarify Owner to occupy building throughout construction
 - b. Include information on Staging and parking

Any additions or corrections to these minutes must be submitted, in writing, to **MARTINRILEY** within three (3) days of issue date; otherwise these minutes shall stand as correct.

Submitted by:


Lisa Gulick, AIA
Project Manager

Issue Date: July 15, 2024

Cc: Attendees
Plan Holders - Via Addendum
File F24019

**SECTION 007300
SUPPLEMENTARY CONDITIONS**

GENERAL

SUMMARY

THESE SUPPLEMENTARY CONDITIONS AMEND AND SUPPLEMENT THE "GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION" AND OTHER PROVISIONS OF THE CONTRACT DOCUMENTS AS INDICATED BELOW. WHERE ANY ARTICLE OF THE GENERAL CONDITIONS IS MODIFIED OR ANY PARAGRAPH, SUBPARAGRAPH OR CLAUSE THEREOF IS MODIFIED OR DELETED BY THESE SUPPLEMENTS, THE UNALTERED PROVISIONS OF THAT ARTICLE, PARAGRAPH, SUBPARAGRAPH, OR CLAUSE SHALL REMAIN IN FULL FORCE AND EFFECT.

THE TERMS USED IN THESE SUPPLEMENTARY CONDITIONS THAT ARE DEFINED IN THE GENERAL CONDITIONS HAVE THE MEANINGS ASSIGNED TO THEM IN THE GENERAL CONDITIONS.

ARTICLE 1 GENERAL PROVISIONS

1.2.1, ADD THE FOLLOWING SENTENCE:

In the case of an inconsistency between Drawings and Specifications or within either Document not clarified by addendum, the better quality or greater quantity of Work shall be provided in accordance with the Architect's interpretation.

1.7, ADD THE FOLLOWING PARAGRAPH:

1.7.1, The Architect may, with the concurrence of the Owner, furnish to the Contractor versions of Instruments of Service in electronic form. The Contract Documents executed or identified in accordance with Section 1.5.1 shall prevail in case of an inconsistency with subsequent versions made through electronic means involving computers.

1.7, ADD THE FOLLOWING PARAGRAPH:

1.7.2, The Contractor shall not transfer or reuse Instruments of Service in electronic or machine readable form without the prior written consent of the Architect.

ARTICLE 3 CONTRACTOR

3.1.1, ADD THE FOLLOWING SUBPARAGRAPH:

3.1.1.1, The Contractor should be in the business and regularly engaged in the type of construction as outlined in the Contract Documents and as specified herein for a minimum period of five (5) years and be properly licensed in the jurisdiction where the Project is constructed.

3.2.2, ADD THE FOLLOWING SUBPARAGRAPH:

3.2.2.1, The Contractor shall completely review the Contract Documents for errors, omissions or inconsistencies no later than 15 days prior to the commencement of Work or 3 days prior to the Pre-Construction meeting and submit written requests for clarification.

3.4.2, ADD THE FOLLOWING SUBPARAGRAPHS:

3.4.2.1, After receipt of notice of contract award, the Owner and the Architect will consider a formal request for the substitution of products in place of those specified.

3.4.2.2, By making requests for substitutions based on Subparagraph 3.4.2 above, the Contractor:

- .1 Represents that the Contractor has personally investigated the proposed substitute product and determined that it is equal or superior in all respects to that specified;
- .2 Represents that the Contractor will provide the same warranty for the substitution that the Contractor would for that specified
- .3 Certifies that the cost data presented is complete and includes all related costs under this Contract except the Architect's redesign costs, and waives all claims for additional costs related to the substitution which subsequently become apparent; and

- .4 Will coordinate the installation of the accepted substitute, making such changes as may be required for the Work to be complete in all respects.
- .5 Will be responsible for additional costs of the Architect required to redesign, or issue modified documents.

3.6, ADD THE FOLLOWING PARAGRAPH:

3.6.1, The Owner is Indiana Sales Tax exempt. The Owner's exemption number shall be provided to the Contractor for use for the work, subject to the Owner's limitations.

3.9.1, CHANGE TO READ AS FOLLOWS:

The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the project site during the performance of the Work until substantial completion, and for such additional time thereafter as the Architect may determine to be necessary for the expeditious completion of the Work. The Contractor shall not reassign or remove the superintendent to other projects prior to Substantial Completion. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor. Important communications shall be confirmed in writing. Other communications shall be similarly confirmed on written request in each case. The Contractor shall remove the superintendent if requested to do so in writing by the Owner, and shall promptly replace him with a competent person reasonably acceptable to the Owner.

3.12.5, ADD THE FOLLOWING:

Shop Drawings, Product Data, Samples and other similar submittals which, by their markings and notations placed on them by the Contractor, do not graphically demonstrate his/her understanding of the elements or materials inclusion into the Work shall be returned without action or further comment.

3.13, ADD THE FOLLOWING PARAGRAPH:

3.13.1, The Contractor shall abide by the rules of the Owner regarding the use of the premises and will confine activities to the areas designated.

3.14, ADD THE FOLLOWING PARAGRAPH:

3.14.3, Cutting and patching shall be done by the construction trades whose work is being cut or patched, irrespective of the Contractor responsible for or requiring the cutting and patching work.

ARTICLE 5 SUBCONTRACTORS

5.2.1, CHANGE THE FIRST SENTENCE TO READ AS FOLLOWS:

Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, no later than 24 hours after the receipt of notice of contract award, shall furnish in writing to the Owner through the Architect the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work.

5.2, ADD THE FOLLOWING NEW PARAGRAPH:

5.2.5, Financial irresponsibility as determined by Owner and past record of failure to perform work on schedule shall be a valid reason for a reasonable objection to any such person or entity.

ARTICLE 7 CHANGES IN THE WORK

7.2.1.3, ADD, THE FOLLOWING SUBPARAGRAPHS:

- 7.2.1.3.1, Methods used in determining adjustments to the Contract Sum shall be as follows:
- .1 15 percent overhead and profit on the net cost of Work done by the Contractor;
 - .2 5 percent overhead and profit on the cost of Work done by any Subcontractor;
 - .3 On Work deleted from the Contract, credit to the Owner shall be the Architect approved net cost plus 1/2 of the overhead and profit percentage noted above.

ARTICLE 9 PAYMENTS AND COMPLETION,

9.2, ADD THE FOLLOWING PARAGRAPH:

9.2.1, The Contractor's submitted schedule of values shall include base bid items, accepted alternates and all overhead and profit. These items shall be listed separately. Contract contingency amounts and/or allowances shall be listed on their own separate lines.

9.3.1, ADD THE FOLLOWING SENTENCES:

The Application for Payment shall be submitted in triplicate, unless otherwise indicated in the Contract Documents. The form of Application for Payment shall be a notarized original AIA Document G702, Application and Certificate for Payment, supported by AIA Document G703, Continuation Sheet. Copies may be made of completed Documents, but use of illegal photocopies of AIA Documents shall be cause for rejection of the Application.

9.3.1, ADD THE FOLLOWING SUBPARAGRAPHS:

9.3.1.3, Until final payment, the Owner shall pay five percent (5%) of the amount due the Contractor on account of each progress payment for Work completed and material delivered and stored at the site but not incorporated into the Work until construction is one-hundred percent (100%) complete. For each Work category shown to be 50 percent or more complete in the Application for Payment, without reduction of previous retainage, the Contractor may request that no further retainage be withheld from future progress payments. If such request is approved and the manner of completion of the Work and its progress are to remain satisfactory to the Owner and the Architect, and in the absence of good and sufficient reason, the Architect will on the presentation of the Contractor of consent of surety, if any, authorize any remaining progress payments to be paid in full.

9.3.1.4, If upon Substantial Completion of the Work there are any remaining uncompleted items, the Owner shall withhold, until those items are completed, an amount equal to up to two hundred percent (200%) of the value of each item as determined by the Architect or Owner.

9.6 PROGRESS PAYMENTS

9.6.1 AFTER THE ARCHITECT HAS ISSUED A CERTIFICATE FOR PAYMENT, THE OWNER SHALL MAKE PAYMENT IN THE MANNER AND WITHIN THE TIME PROVIDED IN THE CONTRACT DOCUMENTS, AND SHALL SO NOTIFY THE ARCHITECT.

9.6.2 THE CONTRACTOR SHALL PAY EACH SUBCONTRACTOR, NO LATER THAN SEVEN DAYS AFTER RECEIPT OF PAYMENT FROM THE OWNER, THE AMOUNT TO WHICH THE SUBCONTRACTOR IS ENTITLED, REFLECTING PERCENTAGES ACTUALLY RETAINED FROM PAYMENTS TO THE CONTRACTOR ON ACCOUNT OF THE SUBCONTRACTOR'S PORTION OF THE WORK. THE CONTRACTOR SHALL, BY APPROPRIATE AGREEMENT WITH EACH SUBCONTRACTOR, REQUIRE EACH SUBCONTRACTOR TO MAKE PAYMENTS TO SUB-SUBCONTRACTORS IN A SIMILAR MANNER.

9.6.3 THE ARCHITECT WILL, ON REQUEST, FURNISH TO A SUBCONTRACTOR, IF PRACTICABLE, INFORMATION REGARDING PERCENTAGES OF COMPLETION OR AMOUNTS APPLIED FOR BY THE CONTRACTOR AND ACTION TAKEN THEREON BY THE ARCHITECT AND OWNER ON ACCOUNT OF PORTIONS OF THE WORK DONE BY SUCH SUBCONTRACTOR.

9.6.4 THE OWNER HAS THE RIGHT TO REQUEST WRITTEN EVIDENCE FROM THE CONTRACTOR THAT THE CONTRACTOR HAS PROPERLY PAID SUBCONTRACTORS AND SUPPLIERS AMOUNTS PAID BY THE OWNER TO THE CONTRACTOR FOR SUBCONTRACTED WORK. IF THE CONTRACTOR FAILS TO FURNISH SUCH EVIDENCE WITHIN SEVEN DAYS, THE OWNER SHALL HAVE THE RIGHT TO CONTACT SUBCONTRACTORS AND SUPPLIERS TO ASCERTAIN WHETHER THEY HAVE BEEN PROPERLY PAID. NEITHER THE OWNER NOR ARCHITECT SHALL HAVE AN OBLIGATION TO PAY, OR TO SEE TO THE PAYMENT OF MONEY TO, A SUBCONTRACTOR OR SUPPLIER, EXCEPT AS MAY OTHERWISE BE REQUIRED BY LAW.

9.6.5 THE CONTRACTOR'S PAYMENTS TO SUPPLIERS SHALL BE TREATED IN A MANNER SIMILAR TO THAT PROVIDED IN SECTIONS 9.6.2, 9.6.3 AND 9.6.4.

9.6.6 A CERTIFICATE FOR PAYMENT, A PROGRESS PAYMENT, OR PARTIAL OR ENTIRE USE OR OCCUPANCY OF THE PROJECT BY THE OWNER SHALL NOT CONSTITUTE ACCEPTANCE OF WORK NOT IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

9.6.7 UNLESS THE CONTRACTOR PROVIDES THE OWNER WITH A PAYMENT BOND IN THE FULL PENAL SUM OF THE CONTRACT SUM, PAYMENTS RECEIVED BY THE CONTRACTOR FOR WORK PROPERLY PERFORMED BY SUBCONTRACTORS OR PROVIDED BY SUPPLIERS SHALL BE HELD BY THE CONTRACTOR FOR THOSE SUBCONTRACTORS OR SUPPLIERS WHO PERFORMED WORK OR FURNISHED MATERIALS, OR BOTH, UNDER CONTRACT WITH THE CONTRACTOR FOR WHICH PAYMENT WAS MADE BY THE OWNER. NOTHING CONTAINED HEREIN SHALL REQUIRE MONEY TO BE PLACED IN A SEPARATE ACCOUNT AND NOT COMMINGLED WITH MONEY OF THE CONTRACTOR, CREATE ANY FIDUCIARY LIABILITY OR TORT LIABILITY ON THE PART OF THE CONTRACTOR FOR BREACH OF TRUST, OR ENTITLE ANY PERSON OR ENTITY TO AN AWARD OF PUNITIVE DAMAGES AGAINST THE CONTRACTOR FOR BREACH OF THE REQUIREMENTS OF THIS PROVISION.

9.6.8 PROVIDED THE OWNER HAS FULFILLED ITS PAYMENT OBLIGATIONS UNDER THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL DEFEND AND INDEMNIFY THE OWNER FROM ALL LOSS, LIABILITY, DAMAGE OR EXPENSE, INCLUDING REASONABLE ATTORNEY'S FEES AND LITIGATION EXPENSES, ARISING OUT OF ANY LIEN CLAIM OR OTHER CLAIM FOR PAYMENT BY ANY SUBCONTRACTOR OR SUPPLIER OF ANY TIER. UPON RECEIPT OF NOTICE OF A LIEN CLAIM OR OTHER CLAIM FOR PAYMENT, THE OWNER SHALL NOTIFY THE CONTRACTOR. IF APPROVED BY THE APPLICABLE COURT, WHEN REQUIRED, THE CONTRACTOR MAY SUBSTITUTE A SURETY BOND FOR THE PROPERTY AGAINST WHICH THE LIEN OR OTHER CLAIM FOR PAYMENT HAS BEEN ASSERTED.

9.6, ADD THE FOLLOWING PARAGRAPHS:

9.6.9, All Contracts between a Contractor and an Indiana State agency concerning any public building, Work or improvement entered into which contracts are in excess of \$200,000 are to be governed by the provisions of IC 36-1-12-14; as are the rights and duties among the parties to the Contract and any Subcontractors who do any Work under the Contract. All procedures will be in strict accordance with Acts 1981, P.L.57, SEC.38 Amended by P.L. 133-2007, SEC.14.

9.6.10, Before commencement of the Work an escrow account, if required, shall be established by the Contractor in a financial institution chosen by the Contractor and approved by the Owner. The escrow account will be assigned to the Contractor who, together with the financial institution, will complete the escrow agreement. The escrow document is to be signed by both the Contractor and the escrow agent and returned to the Owner.

9.6.11, The escrow agreement shall provide that the financial institution will act as escrow agent, will pay interest on funds deposited in such account in accordance with the provisions of the escrow agreement and will disburse funds from the account upon the direction of the Owner as set forth below. Compensation to the escrow agent for establishing and maintaining the escrow account shall be paid from interest accrued in the escrow account.

9.6.12, As each progress payment is made, the retainage with respect of that payment shall be deposited by the Owner in the escrow account.

9.6.13, The interest earned on funds in the account shall accrue for the benefit of the Contractor until the completion date named in the construction Contract or the expiration of any authorized extension of such date. Interest earned after such date shall accrue for the benefit of the Owner. Cost of compensation to the escrow agent paid out of interest earned shall be borne by the Contractor.

9.6.14, When the Contractor has fulfilled all of the requirements of the Contract providing for reduction of retained funds, the escrow agent shall release to the Contractor one-half of the accrued funds but none of the interest thereon. When the Work has been fully completed in a satisfactory manner and the Architect has issued a final Certificate for payment, the escrow agent shall pay to the Contractor the full amount of funds remaining in the account, but less any interest that may have accrued for the benefit of the Owner, which shall be paid to the Owner.

9.6.15, If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor, the escrow agent shall make payment to the Contractor as provided in Subparagraph 9.10.3.

9.6.16, Sums owed to the Owner by the Contractor may be deducted from payments otherwise due the Contractor pursuant to Article 9.

9.8.3, ADD THE FOLLOWING SUBPARAGRAPH:

9.8.3.1, Except with the consent of the Owner, the Architect will perform no more than two (2) final observation(s) to determine whether the Work or a designated portion thereof has attained Substantial Completion in accordance with the Contract Documents. The Owner shall be entitled to deduct from the Contract Sum amounts paid to the Architect for any additional observations.

9.8.5, DELETE THE SECOND SENTENCE AND SUBSTITUTE WITH THE FOLLOWING:

Upon such acceptance and consent of surety, if any, the Owner shall make payment sufficient to increase the total payments to 100 percent of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work and unsettled claims.

9.10.1, ADD THE FOLLOWING SUBPARAGRAPH:

9.10.1.1, Except with the consent of the Owner, the Architect will perform no more than one attempt(s) to determine whether the Work or a designated portion thereof has attained Final Completion in accordance with the Contract Documents. The Owner shall be entitled to deduct from the Contract Sum amounts paid to the Architect for any additional observations.

ARTICLE 13 MISCELLANEOUS PROVISIONS

13.4.1, DELETE THE LAST SENTENCE, AND REPLACE WITH THE FOLLOWING:

The Contractor shall bear all costs for tests, inspections, approvals, and performance testing as required in the Contract Documents unless otherwise noted, or where building codes or applicable laws or regulations prohibit the Owner from delegating their costs to the Contractor.

13.5. DELETE PARAGRAPH IN ITS ENTIRETY.

13, ADD THE FOLLOWING PARAGRAPH AND SUBPARAGRAPHS:

13.6, EQUAL OPPORTUNITY

13.6.1, The Contractor shall maintain policies of employment as follows:

13.6.1.1 The Contractor and the Contractor's Subcontractors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin. The Contractor shall take affirmative action to insure that applicants are employed, and that employees are treated during employment without regard to their race, religion, color, sex or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demolition, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicant for employment, notices setting forth the policies of nondiscrimination.

13.6.1.2 The Contractor and the Contractor's Subcontractors shall, in all solicitation or advertisements for employees placed by them or on their behalf, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex or national origin.

13, ADD THE FOLLOWING PARAGRAPH:

13.7, E-VERIFY PROGRAM

13.7.1, Pursuant to Indiana Code 22-5-1.7-11, the Contractor awarded the Bid is required to enroll in and verify the work eligibility status of all its newly hired employees through the E-Verify program. The Contractor who is awarded the Bid is not required to verify the work eligibility status of all its newly hired employees through the E-Verify program if the E-Verify program no longer exists.

ADD THE FOLLOWING ARTICLE AND THE FOLLOWING PARAGRAPHS AND SUBPARAGRAPHS:

ARTICLE 16 DRAWINGS AND SPECIFICATIONS

16.1, Specifications:

16.1.1, Specifications are organized into Divisions and Sections to facilitate presentation of the information in a systematic manner, based on Industry standards (CSI Masterformat). Such separation shall not operate to make the Architect an arbiter to establish limits of subcontracts between Contractor and Subcontractor, nor shall these separations in any way indicate that the Architect has established that responsibility for any portion of the work is assigned to a particular trade or subcontractor.

16.1.2 Trade, brand or manufacturer's names when specified or noted are used to establish a standard of quality, durability, appearance and efficiency. Substitutions may be made only for reasons that original materials cannot be supplied due to conditions beyond control of the Contractor, or because delivery cannot be made in time to be incorporated into progress of work.

16.1.3 Such substitutions shall be made only after bona fide quotations and delivery schedule for both original item and substitute material is ordered. Contractor shall supply for Architect's consideration samples, product data, and exact amount of credit or extra costs involved in proposed substitution if accepted.

16.1.4 Specifications are in abbreviated form and may include incomplete sentences. Omissions of words or phrases such as "The Contractor shall", "in conformity therewith", "shall be", "as noted on the drawings", and "an" are intentional. Supply omitted words or phrases by inference.

16.2 Drawings

16.2.1, Drawings are organized by design discipline. The Contractor and Sub-Contractors are required to review the entire set of Documents to ascertain the full extent of the work required to complete the Project. The presentation of information and organization of the Drawings shall not serve to make the Architect an arbiter to establish limits of subcontracts between Contractor and Subcontractor, nor shall these separations in any way indicate that the Architect has established that responsibility for any portion of the work is assigned to a particular trade or subcontractor.

16.3 Manufacturers' Directions

16.3.1, All manufactured articles, materials, and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned in accord with their manufacturer's printed directions unless specified otherwise. Where reference is made to manufacturer's directions, Contractor shall submit specified number of copies of such directions to Architect. Operating and Maintenance instructions for all equipment and materials shall be bound together in complete sets and three copies delivered to Architect prior to final payment.

END OF SECTION

SECTION 011000 SUMMARY

PART 1 GENERAL

1.01 PROJECT

- A. Project Name: F24019 Inspiration Ministries Supp Housing
- B. Architect's Name: MartinRiley architects|engineers, 221 West Baker Street, Fort Wayne, Indiana 46802.
- C. The Project consists of the renovations of areas within the first, second, and third floor..

1.02 CONTRACT DESCRIPTION

- A. Contract Type: A single prime contract based on a Stipulated Price as described in Document 005200 - Agreement Form.

1.03 DESCRIPTION OF ALTERATIONS WORK

- A. Scope of demolition and removal work is shown on drawings.
- B. Scope of alterations work is indicated on drawings.
- C. Plumbing: Alter existing system and add new construction, keeping existing in operation.
- D. HVAC: Alter existing system and add new construction, keeping existing in operation.
- E. Electrical Power and Lighting: Replace existing system with new construction.
- F. Fire Suppression Sprinklers: Install new Fire Suppression sprinkler system.
- G. Fire Alarm: Install new Fire Alarm system.

1.04 OWNER OCCUPANCY

- A. Owner intends to continue to occupy the existing building during the entire construction period.
- B. Owner intends to occupy the Project upon Substantial Completion.
- C. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- D. Schedule the Work to accommodate Owner occupancy.

1.05 CONTRACTOR USE OF SITE AND PREMISES

- A. Construction Operations: Limited to areas noted on Drawings.
 - 1. Locate and conduct construction activities in ways that will limit disturbance to site.
- B. Arrange use of site and premises to allow:
 - 1. Owner occupancy.
 - 2. Use of site and premises by the public.
- C. Provide access to and from site as required by law and by Owner:
 - 1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
 - 2. Do not obstruct roadways, sidewalks, or other public ways without permit.
- D. Existing building spaces may not be used for storage.
- E. Time Restrictions:
 - 1. Limit conduct of the hours of 7:00 am - 7:00 pm, Monday-Friday.
- F. Utility Outages and Shutdown:
 - 1. Do not disrupt or shut down life safety systems, including but not limited to fire sprinklers and fire alarm system, without 2 working days notice to Owner and authorities having jurisdiction.
 - 2. Prevent accidental disruption of utility services to other facilities.



PART 2 PRODUCTS - NOT USED
PART 3 EXECUTION - NOT USED

END OF SECTION

**SECTION 013000
ADMINISTRATIVE REQUIREMENTS**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. General administrative requirements.
- B. Electronic document submittal service.
- C. Preconstruction meeting.
- D. Site mobilization meeting.
- E. Progress meetings.
- F. Construction progress schedule.
- G. Submittals for review, information, and project closeout.
- H. Number of copies of submittals.
- I. Requests for Interpretation (RFI) procedures.
- J. Submittal procedures.

1.02 RELATED REQUIREMENTS

- A. Section 016000 - Product Requirements: General product requirements.
- B. Section 017000 - Execution and Closeout Requirements: Additional coordination requirements.
- C. Section 017800 - Closeout Submittals: Project record documents; operation and maintenance data; warranties and bonds.

1.03 REFERENCE STANDARDS

- A. AIA G716 - Request for Information; 2004.

1.04 GENERAL ADMINISTRATIVE REQUIREMENTS

- A. Comply with requirements of Section 017000 - Execution and Closeout Requirements for coordination of execution of administrative tasks with timing of construction activities.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 ELECTRONIC DOCUMENT SUBMITTAL

- A. All documents transmitted for purposes of administration of the contract are to be in electronic (PDF) format that provides electronic stamping and signatures.
 - 1. Besides submittals for review, information, and closeout, this procedure applies to Requests for Interpretation (RFIs), progress documentation, contract modification documents (e.g. supplementary instructions, change proposals, change orders), applications for payment, field reports and meeting minutes, Contractor's correction punchlist, and any other document any participant wishes to make part of the project record.
 - 2. Contractor and Architect are required to use this process.
 - 3. It is Contractor's responsibility to submit documents in allowable PDF format.
 - 4. Users need an email address, Internet access, and PDF review software that includes ability to mark up and apply electronic stamps (such as Adobe Acrobat, www.adobe.com, or Bluebeam PDF Revu, www.bluebeam.com)
 - 5. Paper document transmittals will not be reviewed; emailed electronic documents will not be reviewed.
 - 6. All other specified submittal and document transmission procedures apply, except that electronic document requirements do not apply to samples or color selection charts.
 - 7. PROCORE and similar programs shall be utilized as a means of communication or document transfer between Architect, Owner, and/or Contractor.

3.02 PRECONSTRUCTION MEETING

- A. Architect will schedule and administer meeting after Notice of Award.
- B. Attendance Required:
 - 1. Owner.
 - 2. Architect.
 - 3. Contractor.
- C. Agenda:
 - 1. Execution of Owner-Contractor Agreement.
 - 2. Submission of executed bonds and insurance certificates.
 - 3. Distribution of Contract Documents.
 - 4. Submission of list of subcontractors, list of products, schedule of values, and progress schedule.
 - 5. Designation of personnel representing the parties to Contract and Architect.
 - 6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
 - 7. Scheduling.
- D. Record minutes and distribute copies within three days after meeting to participants, with one copy to Architect, Owner, participants, and those affected by decisions made.

3.03 PROGRESS MEETINGS

- A. Schedule and administer meetings throughout progress of the work at maximum twice monthly intervals.
- B. Make arrangements for meetings, prepare agenda with copies for participants, preside at meetings.
- C. Attendance Required:
 - 1. Contractor.
 - 2. Owner.
 - 3. Architect.
 - 4. Contractor's superintendent.
 - 5. Major subcontractors.
- D. Agenda:
 - 1. Review minutes of previous meetings.
 - 2. Review of work progress.
 - 3. Field observations, problems, and decisions.
 - 4. Identification of problems that impede, or will impede, planned progress.
 - 5. Review of submittals schedule and status of submittals.
 - 6. Maintenance of progress schedule.
 - 7. Corrective measures to regain projected schedules.
 - 8. Planned progress during succeeding work period.
 - 9. Maintenance of quality and work standards.
 - 10. Effect of proposed changes on progress schedule and coordination.
 - 11. Other business relating to work.
- E. Record minutes and distribute electronically via email within two days after meeting to participants, with one copy to Architect, Owner, participants, and those affected by decisions made.

3.04 CONSTRUCTION PROGRESS SCHEDULE

- A. Within 10 days after date of the Agreement, submit preliminary schedule defining planned operations for the first 60 days of work, with a general outline for remainder of work.
- B. If preliminary schedule requires revision after review, submit revised schedule within 10 days.
- C. Within 20 days after review of preliminary schedule, submit draft of proposed complete schedule for review.

1. Include written certification that major contractors have reviewed and accepted proposed schedule.
- D. Within 10 days after joint review, submit complete schedule.
- E. Submit updated schedule with each Application for Payment.

3.05 REQUESTS FOR INTERPRETATION (RFI)

- A. Definition: A request seeking one of the following:
 1. An interpretation, amplification, or clarification of some requirement of Contract Documents arising from inability to determine from them the exact material, process, or system to be installed; or when the elements of construction are required to occupy the same space (interference); or when an item of work is described differently at more than one place in Contract Documents.
 2. A resolution to an issue which has arisen due to field conditions and affects design intent.
- B. Whenever possible, request clarifications at the next appropriate project progress meeting, with response entered into meeting minutes, rendering unnecessary the issuance of a formal RFI.
- C. Preparation: Prepare an RFI immediately upon discovery of a need for interpretation of Contract Documents. Failure to submit a RFI in a timely manner is not a legitimate cause for claiming additional costs or delays in execution of the work.
 1. Prepare a separate RFI for each specific item.
 - a. Review, coordinate, and comment on requests originating with subcontractors and/or materials suppliers.
 - b. Do not forward requests which solely require internal coordination between subcontractors.
 2. Prepare in a format and with content acceptable to Owner.
 - a. Use AIA G716 - Request for Information .
 3. Combine RFI and its attachments into a single electronic file. PDF format is preferred.
- D. Reason for the RFI: Prior to initiation of an RFI, carefully study all Contract Documents to confirm that information sufficient for their interpretation is definitely not included.
 1. Include in each request Contractor's signature attesting to good faith effort to determine from Contract Documents information requiring interpretation.
 2. Unacceptable Uses for RFIs: Do not use RFIs to request the following:
 - a. Approval of submittals (use procedures specified elsewhere in this section).
 - b. Approval of substitutions (see Section - 016000 - Product Requirements)
 - c. Changes that entail change in Contract Time and Contract Sum (comply with provisions of the Conditions of the Contract).
 - d. Different methods of performing work than those indicated in the Contract Drawings and Specifications (comply with provisions of the Conditions of the Contract).
 3. Improper RFIs: Requests not prepared in compliance with requirements of this section, and/or missing key information required to render an actionable response. They will be returned without a response, with an explanatory notation.
 4. Frivolous RFIs: Requests regarding information that is clearly indicated on, or reasonably inferable from, Contract Documents, with no additional input required to clarify the question. They will be returned without a response, with an explanatory notation.
 - a. The Owner reserves the right to assess the Contractor for the costs (on time-and-materials basis) incurred by the Architect, and any of its consultants, due to processing of such RFIs.
- E. Content: Include identifiers necessary for tracking the status of each RFI, and information necessary to provide an actionable response.
 1. Official Project name and number, and any additional required identifiers established in Contract Documents.
 2. Owner's, Architect's, and Contractor's names.
 3. Discrete and consecutive RFI number, and descriptive subject/title.
 4. Issue date, and requested reply date.

5. Reference to particular Contract Document(s) requiring additional information/interpretation. Identify pertinent drawing and detail number and/or specification section number, title, and paragraph(s).
 6. Annotations: Field dimensions and/or description of conditions which have engendered the request.
 7. Contractor's suggested resolution: A written and/or a graphic solution, to scale, is required in cases where clarification of coordination issues is involved, for example; routing, clearances, and/or specific locations of work shown diagrammatically in Contract Documents. If applicable, state the likely impact of the suggested resolution on Contract Time or the Contract Sum.
- F. Attachments: Include sketches, coordination drawings, descriptions, photos, submittals, and other information necessary to substantiate the reason for the request.
- G. RFI Log: Prepare and maintain a tabular log of RFIs for the duration of the project.
1. Indicate current status of every RFI. Update log promptly and on a regular basis.
 2. Note dates of when each request is made, and when a response is received.
 3. Highlight items requiring priority or expedited response.
 4. Highlight items for which a timely response has not been received to date.
 5. Identify and include improper or frivolous RFIs.
- H. Review Time: Architect will respond and return RFIs to Contractor within ten calendar days of receipt. For the purpose of establishing the start of the mandated response period, RFIs received after 12:00 noon will be considered as having been received on the following regular working day.
1. Response period may be shortened or lengthened for specific items, subject to mutual agreement, and recorded in a timely manner in progress meeting minutes.
- I. Responses: Content of answered RFIs will not constitute in any manner a directive or authorization to perform extra work or delay the project. If in Contractor's belief it is likely to lead to a change to Contract Sum or Contract Time, promptly issue a notice to this effect, and follow up with an appropriate Change Order request to Owner.
1. Response may include a request for additional information, in which case the original RFI will be deemed as having been answered, and an amended one is to be issued forthwith. Identify the amended RFI with an R suffix to the original number.
 2. Do not extend applicability of a response to specific item to encompass other similar conditions, unless specifically so noted in the response.
 3. Upon receipt of a response, promptly review and distribute it to all affected parties, and update the RFI Log.
 4. Notify Architect within seven calendar days if an additional or corrected response is required by submitting an amended version of the original RFI, identified as specified above.

3.06 SUBMITTAL SCHEDULE

- A. Submit to Architect for review a schedule for submittals in tabular format.
1. Submit at the same time as the preliminary schedule specified in Section - 013216 - Construction Progress Schedule.
 2. Coordinate with Contractor's construction schedule and schedule of values.
 3. Format schedule to allow tracking of status of submittals throughout duration of construction.
 4. Arrange information to include scheduled date for initial submittal, specification number and title, submittal category (for review or for information), description of item of work covered, and role and name of subcontractor.
 5. Account for time required for preparation, review, manufacturing, fabrication and delivery when establishing submittal delivery and review deadline dates.
 - a. For assemblies, equipment, systems comprised of multiple components and/or requiring detailed coordination with other work, allow for additional time to make corrections or revisions to initial submittals, and time for their review.

3.07 SUBMITTALS FOR REVIEW

- A. When the following are specified in individual sections, submit them for review:
 - 1. Product data.
 - 2. Shop drawings.
 - 3. Samples for selection.
 - a. Accurate, physical color charts will be submitted. No computer graphics will be allowed.
 - 4. Samples for verification.
 - a. Contractor shall submit actual samples/color chips for review as requested by Architect when matching existing materials.
- B. Submit to Architect for review for the limited purpose of checking for compliance with information given and the design concept expressed in Contract Documents.
- C. Samples will be reviewed for aesthetic, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 017800 - Closeout Submittals.
- E. PROCORE and similar programs shall not be utilized as a means of communication or document transfer between Architect, Owner, and/or Contractor.

3.08 SUBMITTALS FOR INFORMATION

- A. When the following are specified in individual sections, submit them for information:
 - 1. Design data.
 - 2. Certificates.
 - 3. Test reports.
 - 4. Inspection reports.
 - 5. Manufacturer's instructions.
 - 6. Manufacturer's field reports.
 - 7. Other types indicated.
- B. Submit for Architect's knowledge as contract administrator or for Owner. No action will be taken.

3.09 SUBMITTALS FOR PROJECT CLOSEOUT

- A. Submit Correction Punch List for Substantial Completion.
- B. Submit Final Correction Punch List for Substantial Completion.
- C. When the following are specified in individual sections, submit them at project closeout in compliance with requirements of Section 017800 - Closeout Submittals:
 - 1. Project record documents.
 - 2. Operation and maintenance data.
 - 3. Warranties.
 - 4. Bonds.
 - 5. Other types as indicated.
- D. Submit for Owner's benefit during and after project completion.

3.10 NUMBER OF COPIES OF SUBMITTALS

- A. Electronic Documents: Submit one electronic copy in PDF format; an electronically-marked up file will be returned. Create PDFs at native size and right-side up; illegible files will be rejected.
- B. Samples: Submit the number specified in individual specification sections; one of which will be retained by Architect.
 - 1. After review, produce duplicates.
 - 2. Retained samples will not be returned to Contractor unless specifically so stated.

3.11 SUBMITTAL PROCEDURES

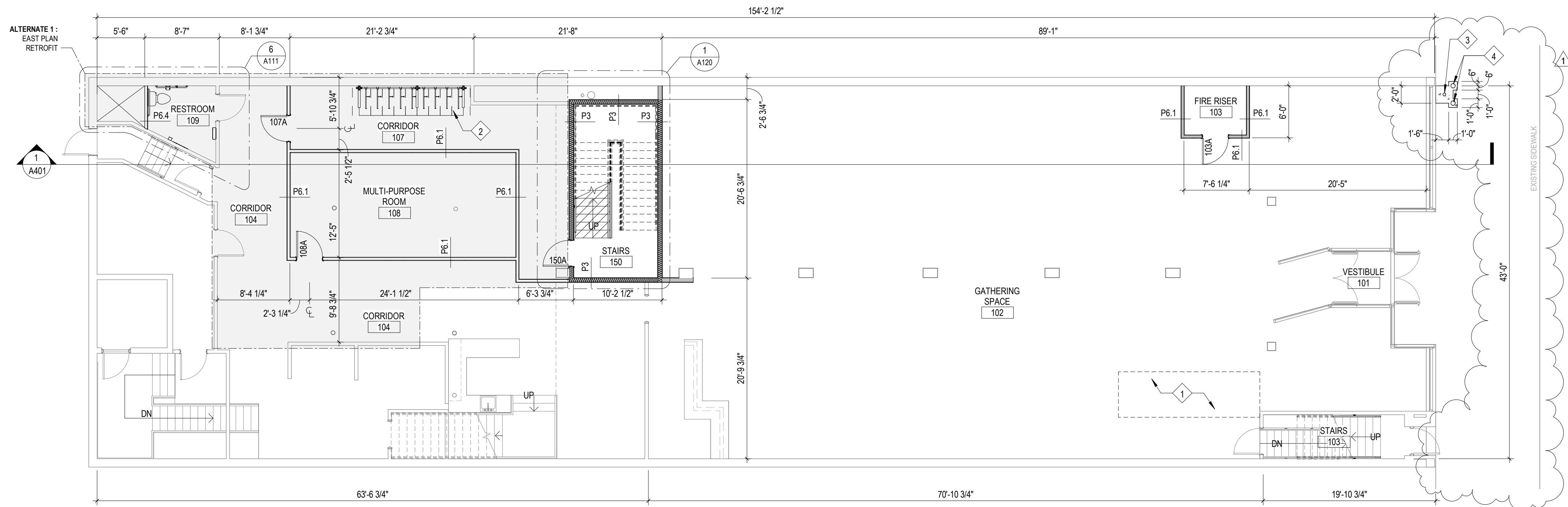
- A. General Requirements:

- B. Shop Drawing Procedures:
 - 1. Prepare accurate, drawn-to-scale, original shop drawing documentation by interpreting Contract Documents and coordinating related work.
 - 2. Generic, non-project-specific information submitted as shop drawings do not meet the requirements for shop drawings.
- C. Transmit each submittal with approved form.
- D. Contractor shall be responsible for submitting all documents in electronic (PDF) format and transmitted via email.
 - 1. Provide electronic stamping and signatures.
 - 2. Beside submittal for review, information and closeout, this procedure applies to requests for information (RFI's), progress documentation, field reports and meeting minutes.
 - 3. Files shall be limited to 10 MB.
 - 4. File naming convention
 - a. The extension should be .pdf for Acrobat files.
 - b. The file name should be in the form of Division Number and Document Title.
 - 1) Example: 08 1113 Hollow Metal Doors and Frames
 - 5. No security features shall be enabled.
 - 6. Submittals containing information for more than one specification section shall have all sections identified on the transmittal according to the above numbering and name format.
- E. Sequentially number the transmittal form. Revise submittals with original number and a sequential alphabetic suffix.
- F. Identify Project, Contractor, Subcontractor or supplier; pertinent drawing and detail number, and specification section number, as appropriate on each copy.
- G. Apply Contractor's stamp, **signed or initialed** certifying that review, approval, verification of Products required, field dimensions, adjacent construction Work, and coordination of information is in accordance with the requirements of the Work and Contract Documents.
 - 1. Submittals not reviewed by general contractor will be rejected and returned without review.
- H. Deliver submittals to Architect at the following email address.
 - 1. bhall@martin-riley.com
- I. Schedule submittals to expedite the Project, and coordinate submission of related items.
- J. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
 - 1. The review period will not be shortened for failure of the Contractor to anticipate construction schedule conflicts.
- K. Identify variations from Contract Documents and Product or system limitations that may be detrimental to successful performance of the completed Work.
- L. Provide space for Contractor and Architect review stamps.
- M. When revised for resubmission, identify all changes made since previous submission.
- N. Distribute reviewed submittals as appropriate. Instruct parties to promptly report any inability to comply with requirements.
- O. Submittals not requested will not be recognized or processed.
- P. Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents. Their purpose is to demonstrate the way by which the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.
- Q. The Contractor shall review for compliance with the Contract Documents, approve and submit to the Architect Shop Drawings, Product Data, Samples and similar submittals required by the

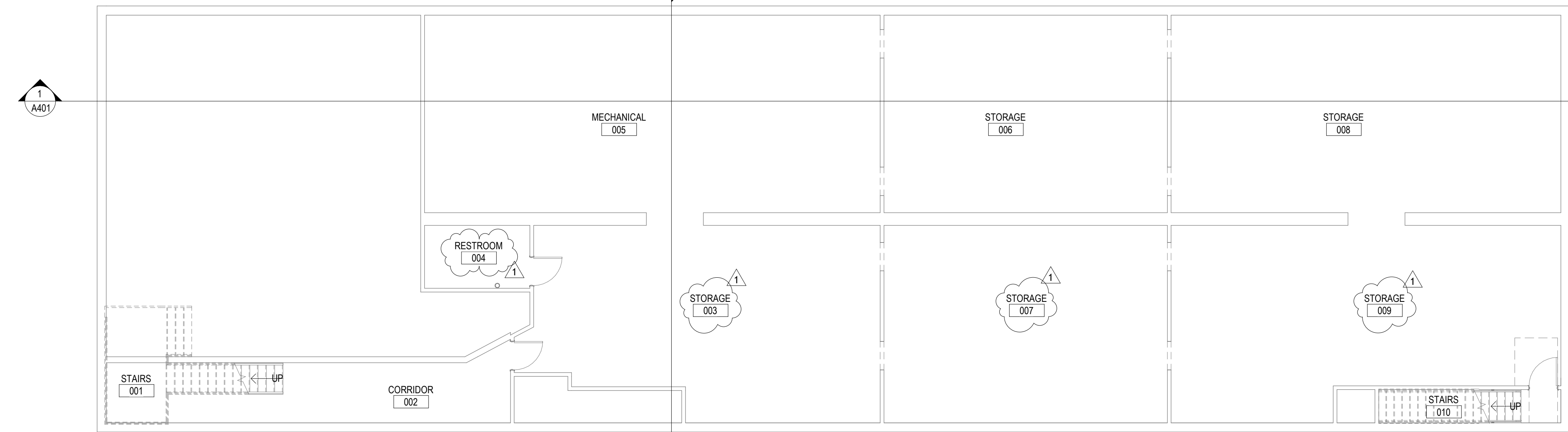
Contract Documents in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate contractors.

- R. By submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has:
 - 1. Reviewed and approved them.
 - 2. Determined and verified materials, field measurements and field construction criteria related thereto, or will do so.
 - 3. Checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.
- S. The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Architect.
- T. The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples or similar submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submittal and:
 - 1. The Architect has given written approval to the specific deviation as a minor change in the Work.
 - 2. A Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by the Architect's approval thereof.
- U. The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such written notice, the Architect's approval of a resubmission shall not apply to such revisions.

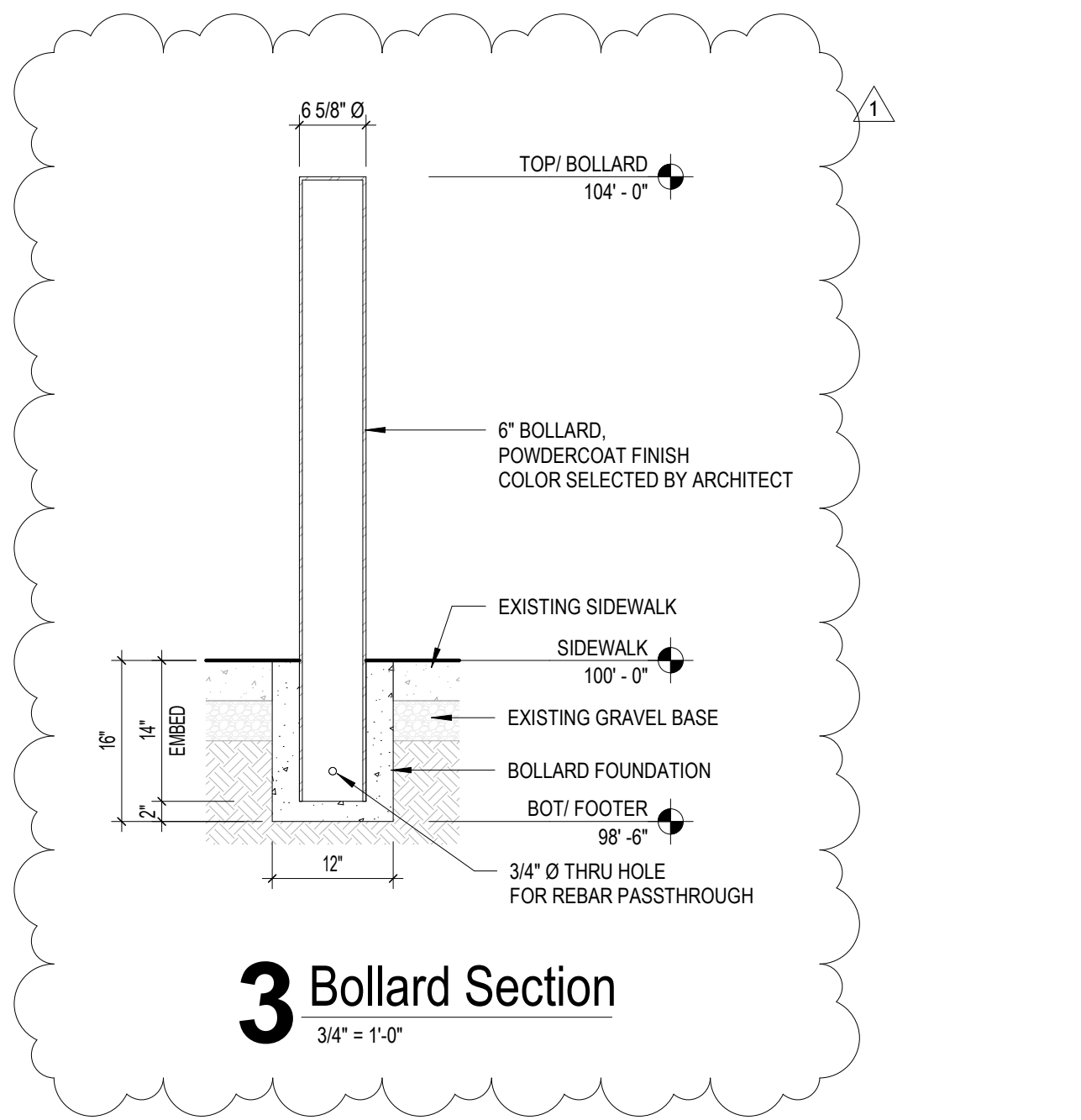
END OF SECTION



2 First Floor Plan
1/8" = 1'-0"



1 Basement Floor Plan
1/8" = 1'-0"



3 Bollard Section
3/4" = 1'-0"

General Notes

1. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH FEDERAL, STATE AND LOCAL OR OTHER GOVERNING BODIES' CODES. ADDITIONALLY, WORK SHALL BE COMPLETED IN ACCORDANCE WITH APPLICABLE INDUSTRY STANDARDS OR GUIDELINES.
2. ALL DIMENSIONS ARE TO THE FACE OF MASONRY, FACE OF EXISTING WALL AND/OR FACE OF NEW FRAMING UNLESS NOTED OTHERWISE.
3. INDICATED DIMENSIONS ARE TAKEN FROM CASUAL FIELD OBSERVATIONS AND EXISTING DRAWINGS. GENERAL CONTRACTOR TO VERIFY ALL DIMENSIONS IN FIELD PRIOR TO CONSTRUCTION. CONTRACTOR TO NOTIFY ARCHITECT OF ANY DISCREPANCIES. ALL CHANGES TO THE WORK SHALL BE APPROVED BY THE ARCHITECT AND OWNER PRIOR TO PROCEEDING.
4. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING CONSTRUCTION EFFORTS OF ALL SUB-CONTRACTORS. FAILURE TO ANTICIPATE CHANGES OR MODIFICATIONS SHALL NOT BE THE BASIS FOR ADDITIONAL COST REQUESTS.
5. REFER TO FINISH SCHEDULE FOR ADDITIONAL INFORMATION.
6. CONTRACTOR TO PROVIDE EITHER 2x WOOD BLOCKING INFILL OR METAL BACKING PLATES FOR THE SUPPORT OF ALL WALL MOUNTED EQUIPMENT INCLUDING CABINETRY, TOILET ACCESSORIES, ETC. AS REQUIRED TO ALLOW FOR PROPER ATTACHMENT. CONTRACTOR TO FIELD VERIFY THE SCOPE OF WORK.
7. ALL FURNITURE TO BE PROVIDED BY OWNER.

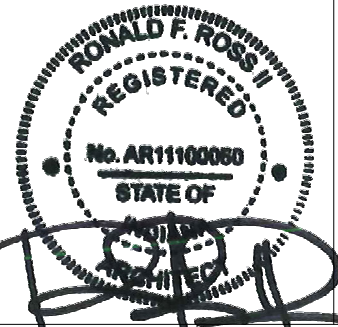
Work Description Notes

- 1 REPAIR CEILING FROM REMOVAL OF MECHANICAL EQUIPMENT AND FINISH SIMILAR TO EXISTING PROXIMITY.
- 2 VERTICAL BIKE RACKS. TEAL TRIANGLE FREE-STANDING G-BIKE. 48" L x 36" W x 81" H. SKU: X-201-2
- 3 4" FIRE DEPARTMENT CONNECTION (FDC)
- 4 6" BOLLARD. SEE DETAIL 3/A101.

INSPIRATION



221 West Baker Street
Fort Wayne, Indiana 46802
pho 260.422.7994
fax 260.426.2067



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| REVISION | DATE |
|----------|------------|
| 1 | ADDENDUM 1 |

| | | | |
|--------------------|--------|--------------|------------|
| DRAWN BY: | LMG | REVIEWED BY: | RFR |
| COMMISSION NUMBER: | F24019 | DATE: | 2024-06-27 |

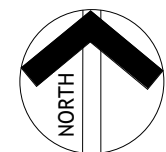
A101

BASEMENT & FIRST FLOOR
PLAN

Renovation Work for :
INSPIRATION MINISTRIES, INC.

Kendallville Supportive Graduate Housing

112 S. Main Street
Kendallville, IN 46755



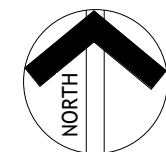
4 Enlarged Kitchen Plan

| APPLIANCE SCHEDULE | | | | | | |
|--|----------------------|-------|-----|-------|--------------|-----------|
| TAG | TYPE | BRAND | USE | COLOR | MODEL | REMARKS |
| DW | DISHWASHER | GE | | SS | GDF511PSRSS | |
| REF | REFRIGERATOR | GE | | SS | GTE18GSNRRSS | |
| RG | RANGE | GE | | SS | JBS360RTSS | 30" WIDTH |
| MWH | MICROWAVE HOOD COMBO | GE | | SS | JVM3160RFSS | 1 |
| | NOT USED | | | | | |
| WID | WASHER/DRYER COMBO | GE | | WHITE | GUD27EESNWW | 1 |
| REMARKS | | | | | | |
| 1. TERMINATE EXHAUST DUCT ON ROOF WITH SPUN ALUMINUM WEATHER CAP AND BIRDSCREEN. 2. | | | | | | |

Work Description Notes



3 Kitchen 213
 $1\frac{1}{2}'' = 1'-0''$



1 Enlarged Kitchen Plan

Renovation Work for :
INSPIRATION MINISTRIES, INC.

Kendallville Supportive Graduate Housing

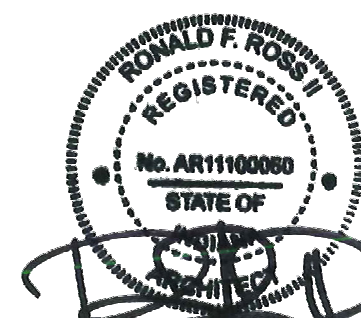
112 S. Main Street
Kendallville, IN 46755

INSPIRATION



MARTIN RILEY
architects • engineers

221 West Baker Street
Fort Wayne, Indiana 46802



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| | |
|-------------------|-----------|
| REVISION: | DATE: |
| 1 ADDENDUM 1 | 7/15/2024 |

DRAWN BY: LEM
COMMISSION NUMBER: F24019

REVIEWED BY: Checker
DATE: 2024-06-2

A110

ENLARGED PLANS

F24019 - Kendallville Supportive Graduate Housing
7/12/2024 11:12:27 AM
C:\Users\pdonwinski\Documents\F24019 - Inspiration Ministries 112 S Main Kendallville - ARCH_pdonwinski\TIE3.rvt
SDD\DCD



1 East Elevation
1/4" = 1'-0"

OVERALL HEIGHT
150' - 4"

THIRD FLOOR
127' - 5"

SECOND FLOOR
114' - 4"

FIRST FLOOR
100' - 0"

Work Description Notes

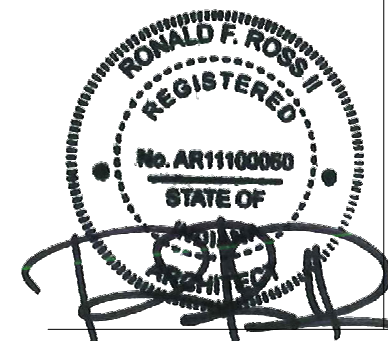
- 4" FIRE DEPARTMENT CONNECTION (FDC)
- 6" BOLLARD

INSPIRATION



221 West Baker Street
Fort Wayne, Indiana 46802

pho 260.422.7994
fax 260.426.2067



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| REVISION: | DATE: |
|-----------|------------|
| 1 | ADDENDUM 1 |
| | 7/15/2024 |

| | | | |
|--------------------|--------|--------------|------------|
| DRAWN BY: | Author | REVIEWED BY: | Checker |
| COMMISSION NUMBER: | F24019 | DATE: | 2024-06-27 |

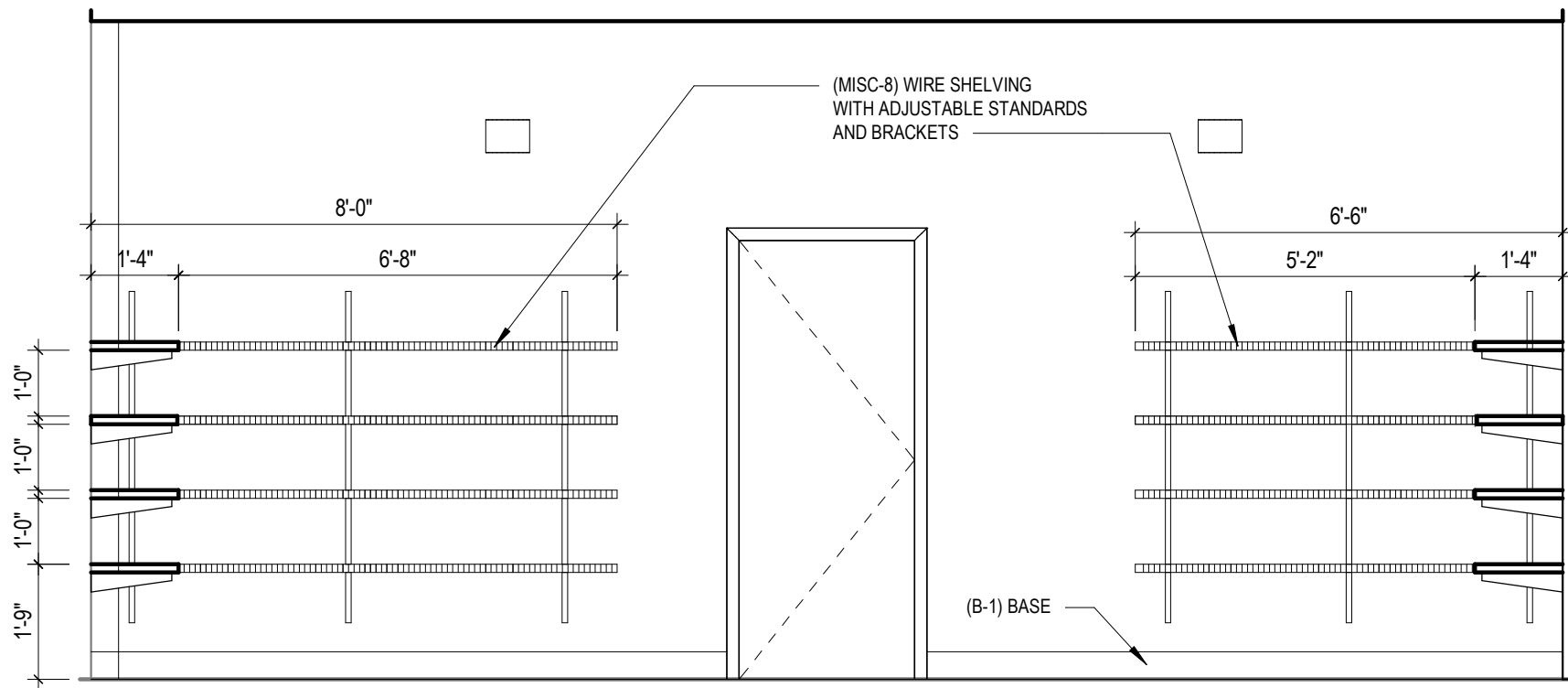
A201

BUILDING ELEVATIONS

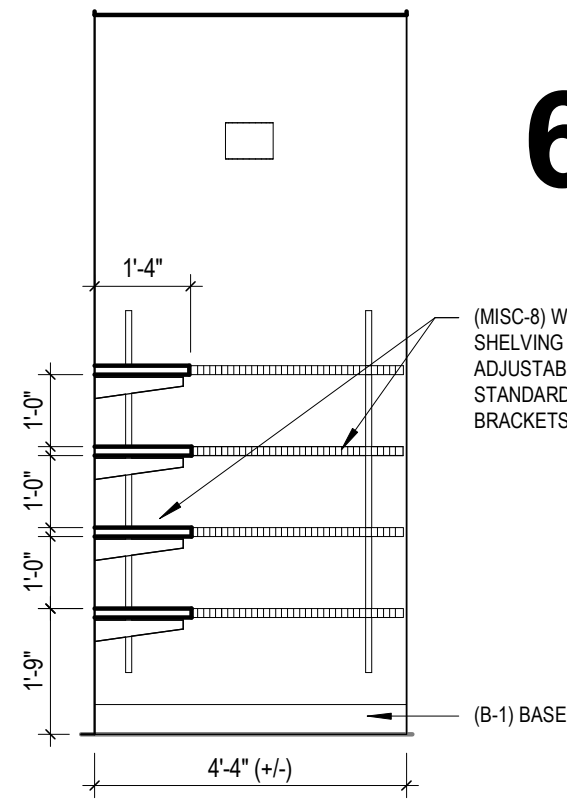
Renovation Work for :
INSPIRATION MINISTRIES, INC.

Kendallville Supportive Graduate Housing

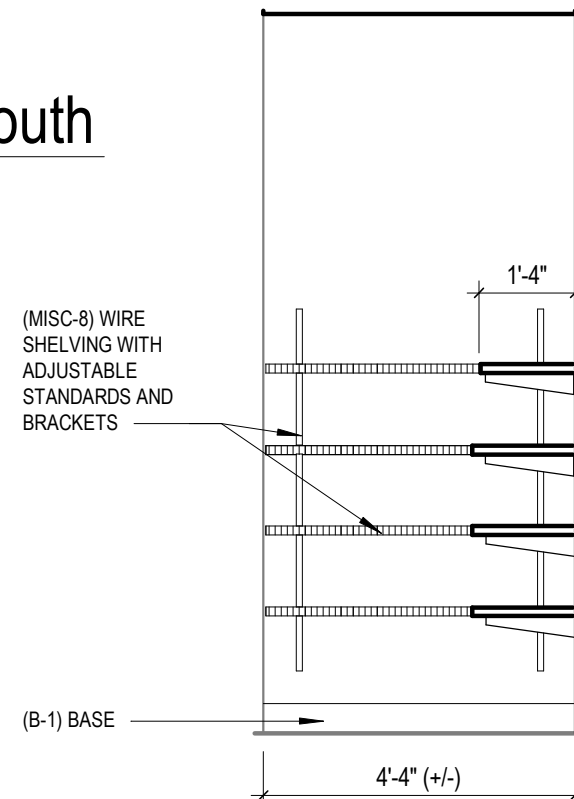
112 S. Main Street
Kendallville, IN 46755



6 Storage 316- South
3/8" = 1'-0"



5 Storage 316- West
3/8" = 1'-0"



4 Storage 316-East
3/8" = 1'-0"

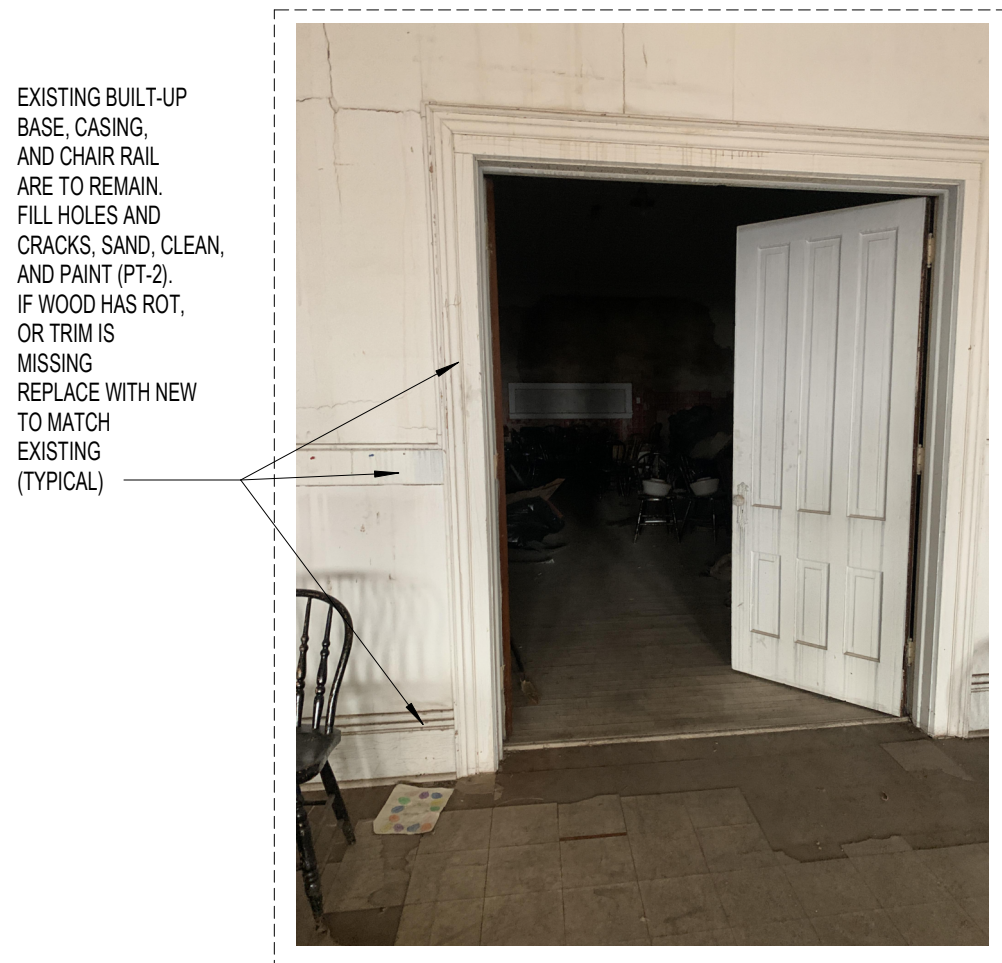
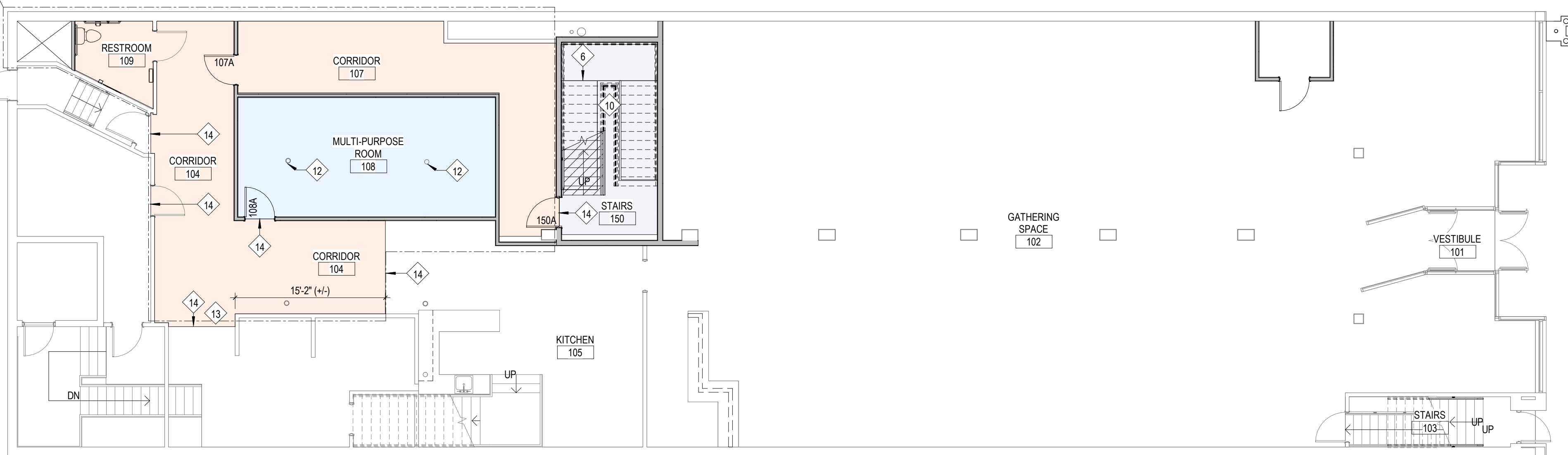
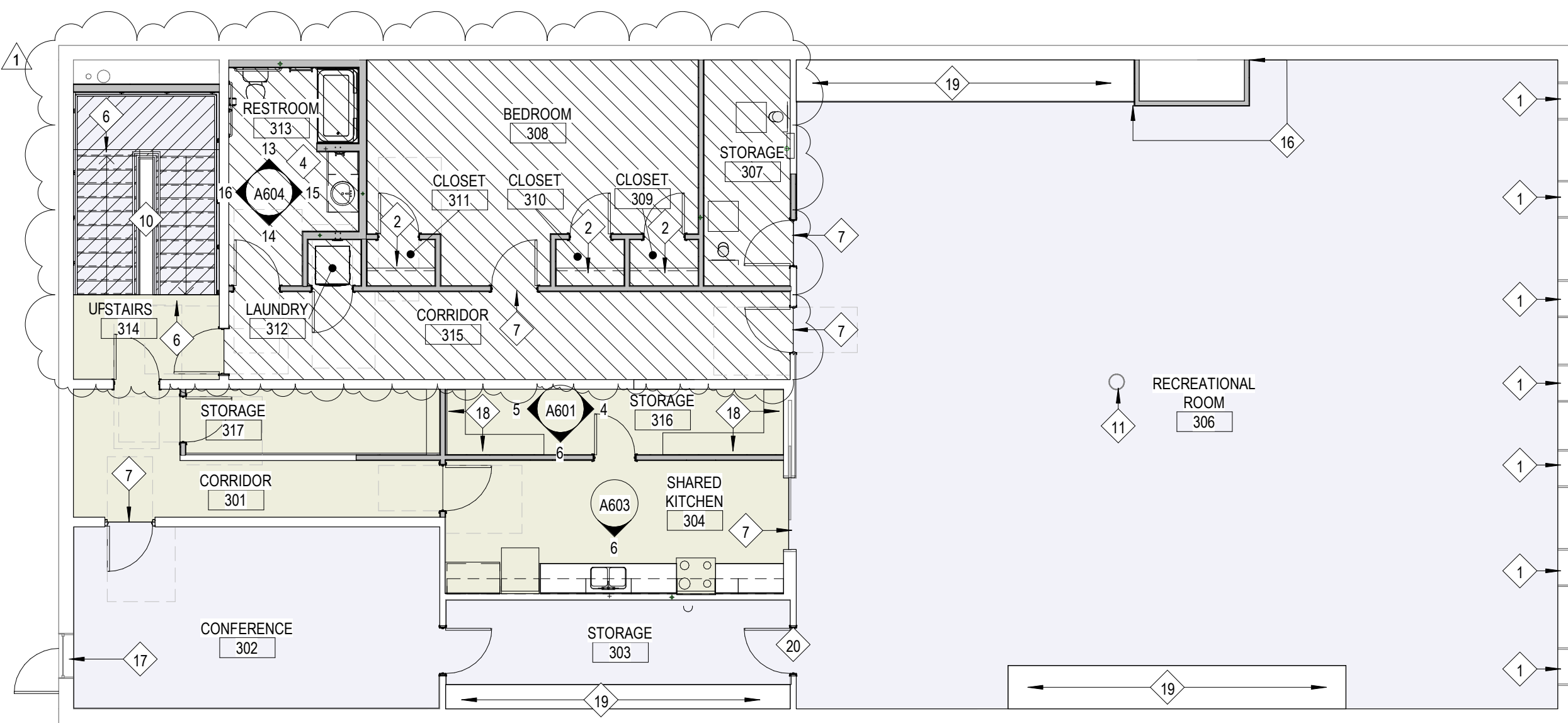


PHOTO 1

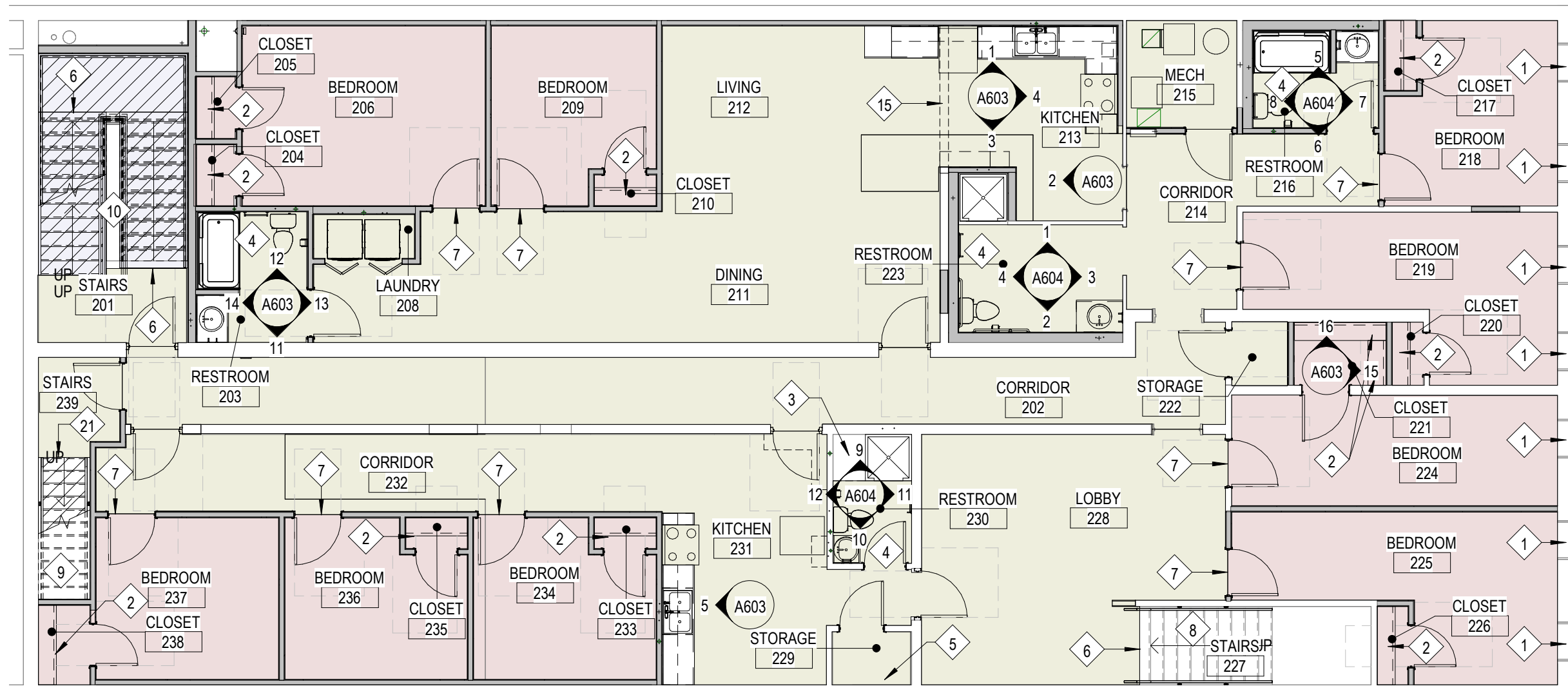
ALTERNATE 1:
EAST PLAN
RETROFIT



1 First Floor Finish Plan
1/8" = 1'-0"



3 Third Floor Finish Plan
1/8" = 1'-0"



2 Second Floor Finish Plan
1/8" = 1'-0"

General Finish Notes

- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH FEDERAL, STATE AND LOCAL OR OTHER GOVERNING BODIES CODES. ADDITIONALLY, WORK SHALL BE COMPLETED IN ACCORDANCE WITH APPLICABLE INDUSTRY STANDARDS OR GUIDELINES.
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- GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING CONSTRUCTION EFFORTS OF ALL SUB-CONTRACTORS. FAILURE TO ANTICIPATE CHANGES OR MODIFICATIONS SHALL NOT BE THE BASIS FOR ADDITIONAL COST REQUESTS. REFER TO FINISH SCHEDULE FOR ADDITIONAL INFORMATION.
- UNLESS NOTED OTHERWISE, FLOORING CONTRACTOR TO PROVIDE APPROPRIATE, ADA COMPLIANT TRANSITIONS AND REDUCERS BETWEEN VARYING FLOOR MATERIALS. TRANSITIONS SHALL BE CENTERED BELOW DOORS IN THE CLOSED POSITION.
- UNLESS NOTED OTHERWISE, H.M. DOOR FRAMES ARE TO BE PAINTED (PT-4).
- REMOVE PEELING PAINT ON EXISTING WALLS, REPAIR WALL AS NEEDED, FILL CRACKS AND HOLES WITH PUTTY, SAND SMOOTH, CLEAN, AND PAINT WALL AS INDICATED ON ROOM FINISH SCHEDULE.
- PROVIDE SILICONE CAULK WHERE LVP MEETS THE TUB SHOWER AND TOILET IN BATHROOMS TO PREVENT WATER GETTING UNDER FLOORING.

Work Description Notes

- PROVIDE 2" FAUX WOOD BLINDS (MISC-3) AT WINDOW. INSPECT EXISTING WOOD TRIM CASING FOR ROT AND CLEAN AND REPLACE TRIM IF NECESSARY. REMOVE OLD PAINT AND PATCH HOLES WITH FILLER, SAND AND PAINT (PT-2). SEE PHOTOS 1 THRU 5 ON SHEET A602.
- (MISC-4) COAT ROD AND SHELF. SEE ROOM FINISH SCHEDULE.
- (MISC-5) LINEN SHELVES. SEE ELEVATION 9/A604 FOR DETAILS.
- AT THE TOILET AND SHOWER PAN, SEAL AROUND THE EDGES OF THE LVP WITH SILICONE CAULKING.
- PROVIDE PANTRY SHELVING (MISC-5).
- PROVIDE VINYL STAIR NOSING. FLOORING CONTRACTOR TO VERIFY PROFILE.
- PROVIDE FLOORING TRANSITIONS STRIP (MISC-6).
- EXISTING RUBBER STAIR TREADS AND RISER STAINED WOOD FINISH TO REMAIN AND BE CLEANED, SAND AND RESTAIN. RISERS AND STRINGERS (STN-1). SEE PHOTO 9 ON SHEET A602.
- SAND, CLEAN AND PAINT STAIRS AND STRINGERS (PT-7). SAND AND PAINT STAIR RAILING (PT-5). SEE PHOTO 6 ON SHEET A602.
- PAINT STAIR STRINGERS AND RAILING (PT-5).
- SAND, PRIME, AND PAINT EXISTING DECORATIVE COLUMN. WRAP SHERWIN WILLIAMS EXTRA WHITE SW7006.
- SAND DOWN EXISTING FINISH ON METAL COLUMN, PRIME AND PAINT (PT-5).
- (R-2) FLOORING UP TO WHERE LARGE PATTERN CARPET TILE ENDS.
- PROVIDE FLOORING TRANSITION STRIP (MISC-7).
- PROVIDE SUBFLOOR LEVELER TO SMOOTH TRANSITION BETWEEN DIFFERENT FLOORING ELEVATION.
- PROVIDE NEW BUILT-UP WOOD BASE TO MATCH EXISTING (B-3). PAINT (PT-2).
- PROVIDE 2" FAUX WOOD BLINDS (MISC-3) WOOD STOOL, APRON, WINDOW CASING AND JAMBS, PAINT (PT-2).
- PROVIDE ADJUSTABLE WIRE SHELVING (MISC-8).
- RELOCATED ARMOIRE.
- SAND, CLEAN AND REPAINT BOOTH SIDES OF EXISTING TRANSOM.
- PROVIDE QUARTER ROUND TRIM WHERE LVP FLOORING BUTTS UP NEXT TO STEP. PAINT TO MATCH STAIRS.

Floor Finish Legend

| | |
|---------------------|-----------------------------|
| (CPT-1) CARPET TILE | (R-1) LVP FLOORING |
| (CPT-2) CARPET TILE | (R-2) LVP FLOORING |
| (CPT-3) CARPET TILE | (EXG) EXISTING |
| | (EXG-R) EXISTING - REFINISH |

Renovation Work for :
INSPIRATION MINISTRIES, INC.

Kendallville Supportive Graduate Housing

112 S. Main Street
Kendallville, IN 46755

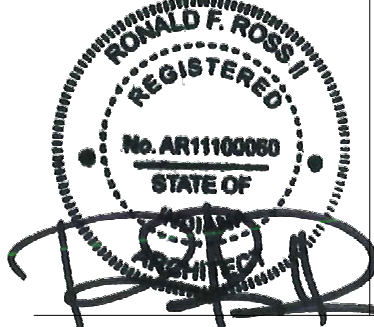
INSPIRATION



MARTIN RILEY
architects+engineers

221 West Baker Street
Fort Wayne, Indiana 46802

pho 260.422.7994
fax 260.426.2067



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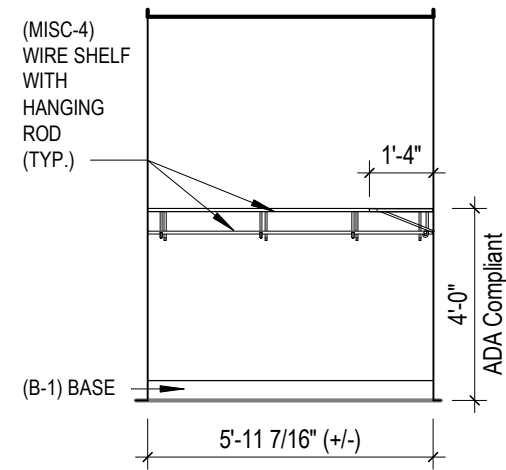
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|-----------|------------|
| 1 | ADDENDUM 1 |
| | 7/15/2024 |

| | | | |
|--------------------|---------|--------------|------------|
| DRAWN BY: | CPB/MEK | REVIEWED BY: | RFR |
| COMMISSION NUMBER: | F24019 | DATE: | 2024-06-27 |

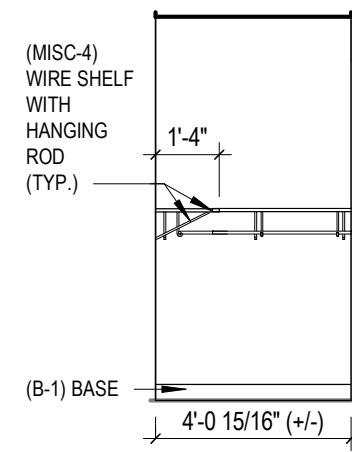
A601

FINISH PLANS

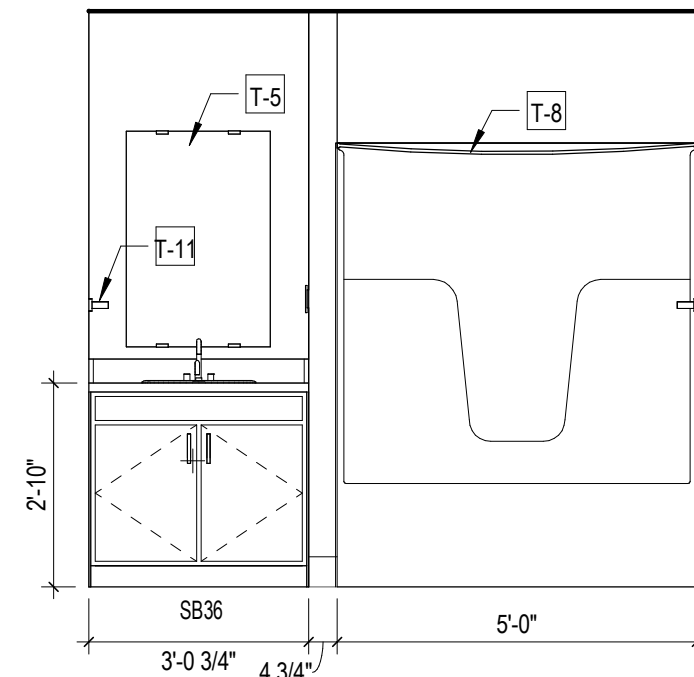
F24019 - Kendallville Supportive Graduate Housing
7/22/2024 11:02:28 AM
C:\Users\jpkowinski\Documents\F24019- Inspiration Ministries 112 S Main Kendallville - ARCH_p\dwg\skmtt3.dwg
SDDDCD



16 Closet 221-North
1/4" = 1'-0"

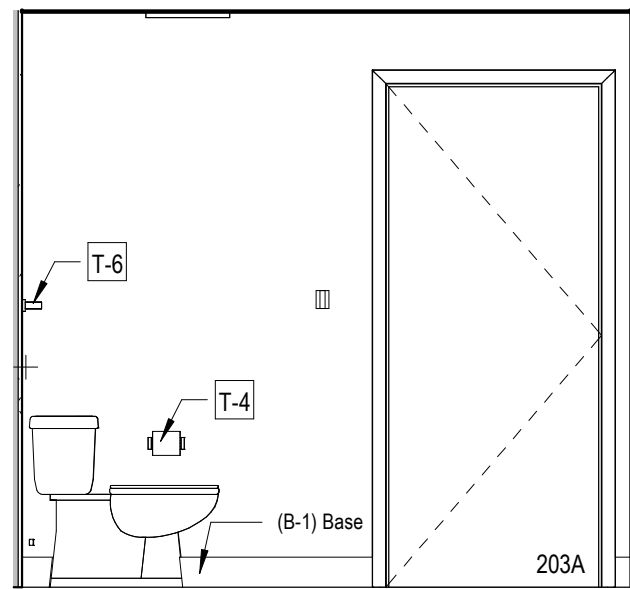


15 Closet 221-East
1/4" = 1'-0"

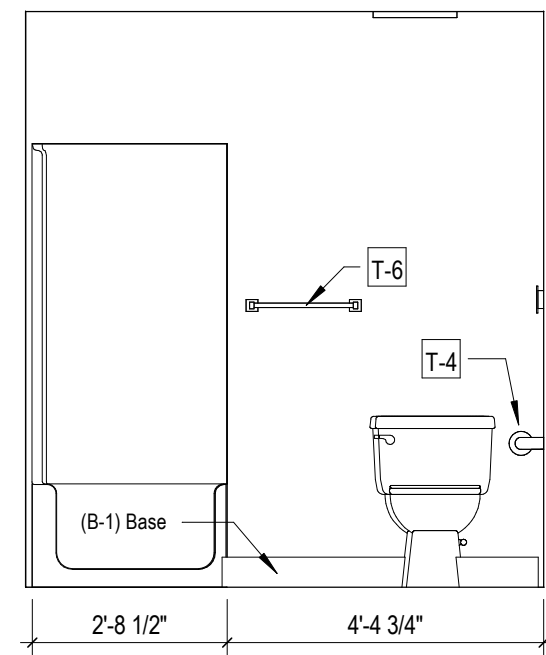


14 Restroom 203 - West Elevation
3/8" = 1'-0"

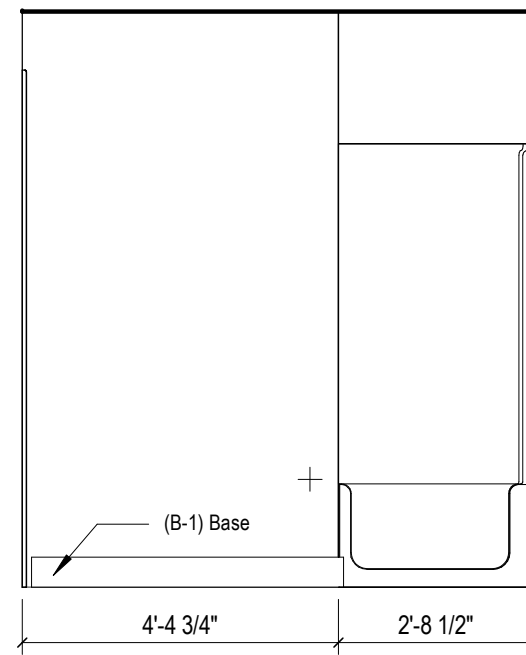
| TOILET ACCESSORY SCHEDULE-REFER TO SHEET G101 FOR ADA INSTALLATION HEIGHTS | | | | | |
|--|------------------------------|-----------------------------|--|--|---------|
| NO. | ITEM | DESCRIPTION | MOUNTING HEIGHT | MODEL | REMARKS |
| T-1 | GRAB BAR- CONCEALED SCREW | 42" x 1-1/2" DIAMETER | 34" A.F.F. TO CENTER | MOEN # 8742 STAINLESS STEEL | |
| T-2 | GRAB BAR- CONCEALED SCREW | 36" x 1-1/2" DIAMETER | 34" A.F.F. TO CENTER | MOEN #8736 STAINLESS STEEL | |
| T-3 | GRAB BAR- CONCEALED SCREW | 18" x 1-1/2" DIAMETER | 34" A.F.F. TO CENTER | MOEN #8718 STAINLESS STEEL | |
| T-4 | TOILET PAPER HOLDER | 6-11/16"W (C-C) x 3 1/4"D | 28" A.F.F. TO CENTER | MOEN "GENTA LX" #BH3808BL, MATTE BLACK | |
| T-5 | MIRROR-"MILO" INDUSTRIAL | 24"W x 36"H x 1-1/4" THICK | 40" A.F.F. TO BOTTOM OF REFLECTIVE SURFACE | MDC INTERIOR SOLUTIONS #MHE8690, BRUSHED BLACK FINISH | 1,2 |
| T-6 | TOWEL BAR | 18"W x 1-2/4"H x 3-1/4"D | 48" A.F.F. TO CENTER | MOEN "GENTA LX" #BH3818BL, MATTE BLACK | |
| T-7 | HAND TOWEL BAR | 6-7/8"W (C-C) x 3-1/4"D | 48" A.F.F. TO CENTER | MOEN "GENTA LX" #BH3806BL, MATTE BLACK | |
| T-8 | ADJUSTABLE CURVED SHOWER ROD | 54" TO 60" LENGTH x 1" DIA. | 74"-75" A.F.F. | MOEN "TRIVA" #CSR2167BL, MATTE BLACK | |
| T-9 | STRAIGHT SHOWER ROD & ENDS | 36" x 1" DIA. | 74"-75" A.F.F. | GATCO 36"-60" SHOWER ROD AND ENDS, MATTE BLACK #829MAX | 3 |
| T-10 | SOAP DISPENSER | 4-13/16" x 8-3/16" x 4-1/2" | 44" MAX. A.F.F. TO CENTER OF OPERATING COMPONENT | AMERICAN SPECIALTIES 0359 STAINLESS STEEL, SATIN | |
| T-11 | PAPER TOWEL DISPENSER | 11-1/8" x 14-5/8" x 4" | 44" MAX. A.F.F. TO CENTER OF OPERATING COMPONENT | AMERICAN SPECIALTIES 0210 STAINLESS STEEL, SATIN | |
| T-12 | MIRROR | 24"W x 36"H | 40" A.F.F. TO BOTTOM OF REFLECTIVE SURFACE | AMERICAN SPECIALTIES 0620-2436 | 1 |
| REMARKS 1. MIRROR NOT TO TOUCH PLUMBING FIXTURE 2. MDC INTERIOR SOLUTIONS: WWW.MDCWALL.COM, 1-800-437-4000 3. FIXED MOUNT, CUT TO FIT | | | | | |



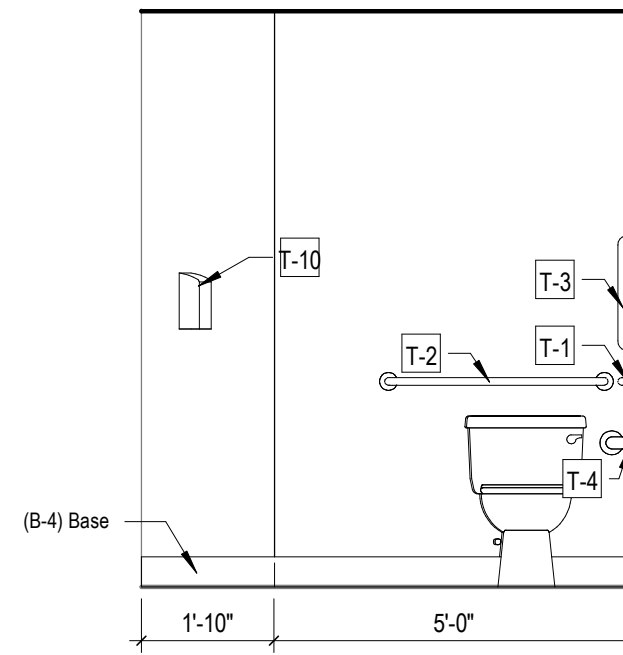
13 Restroom 203 - East Elevation
3/8" = 1'-0"



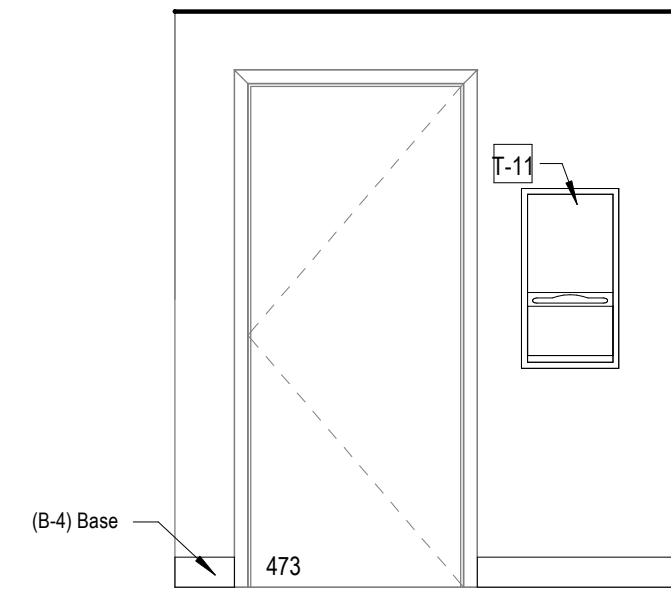
12 Restroom 203 - North Elevation
3/8" = 1'-0"



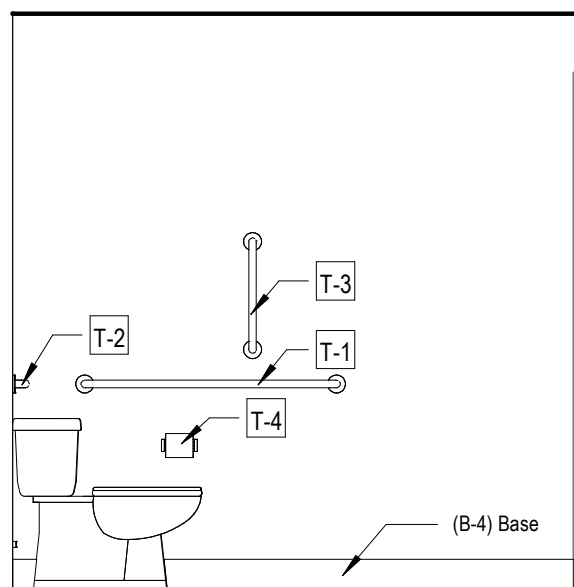
11 Restroom 203 - South Elevation
3/8" = 1'-0"



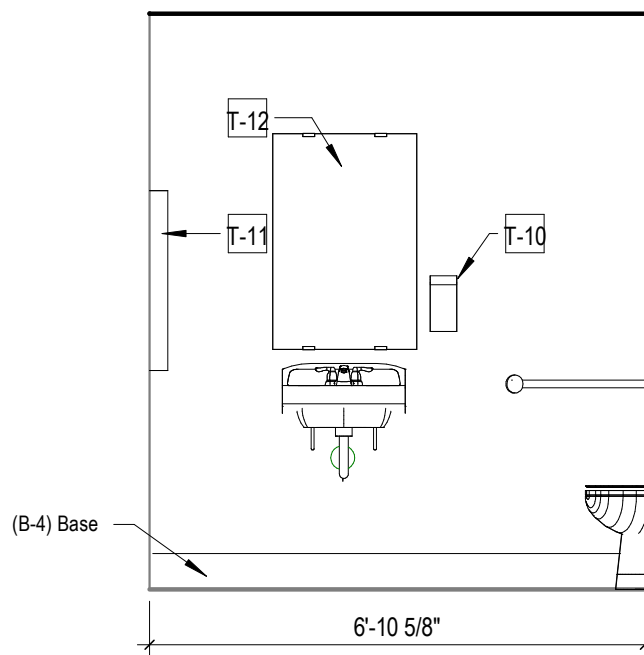
10 Restroom 109 - West Elevation
3/8" = 1'-0"



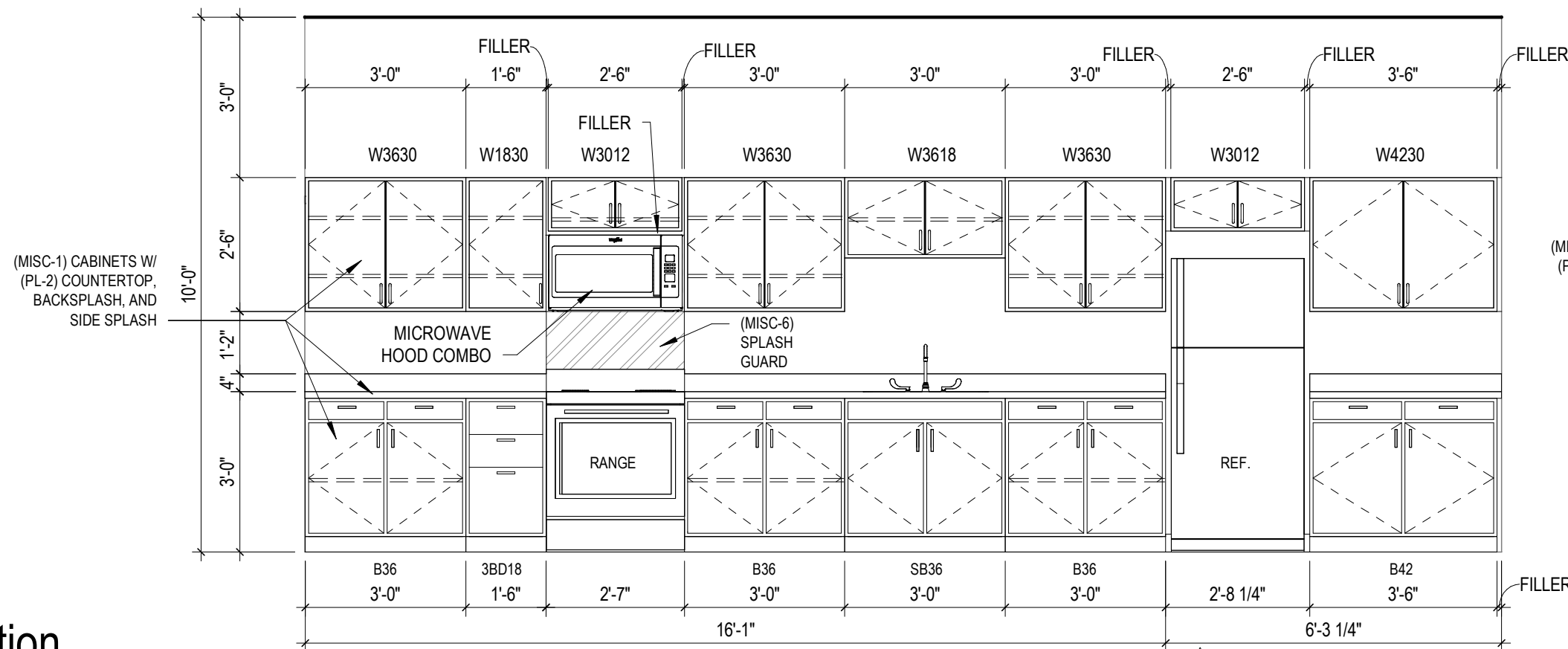
9 Restroom 109 - East Elevation
3/8" = 1'-0"



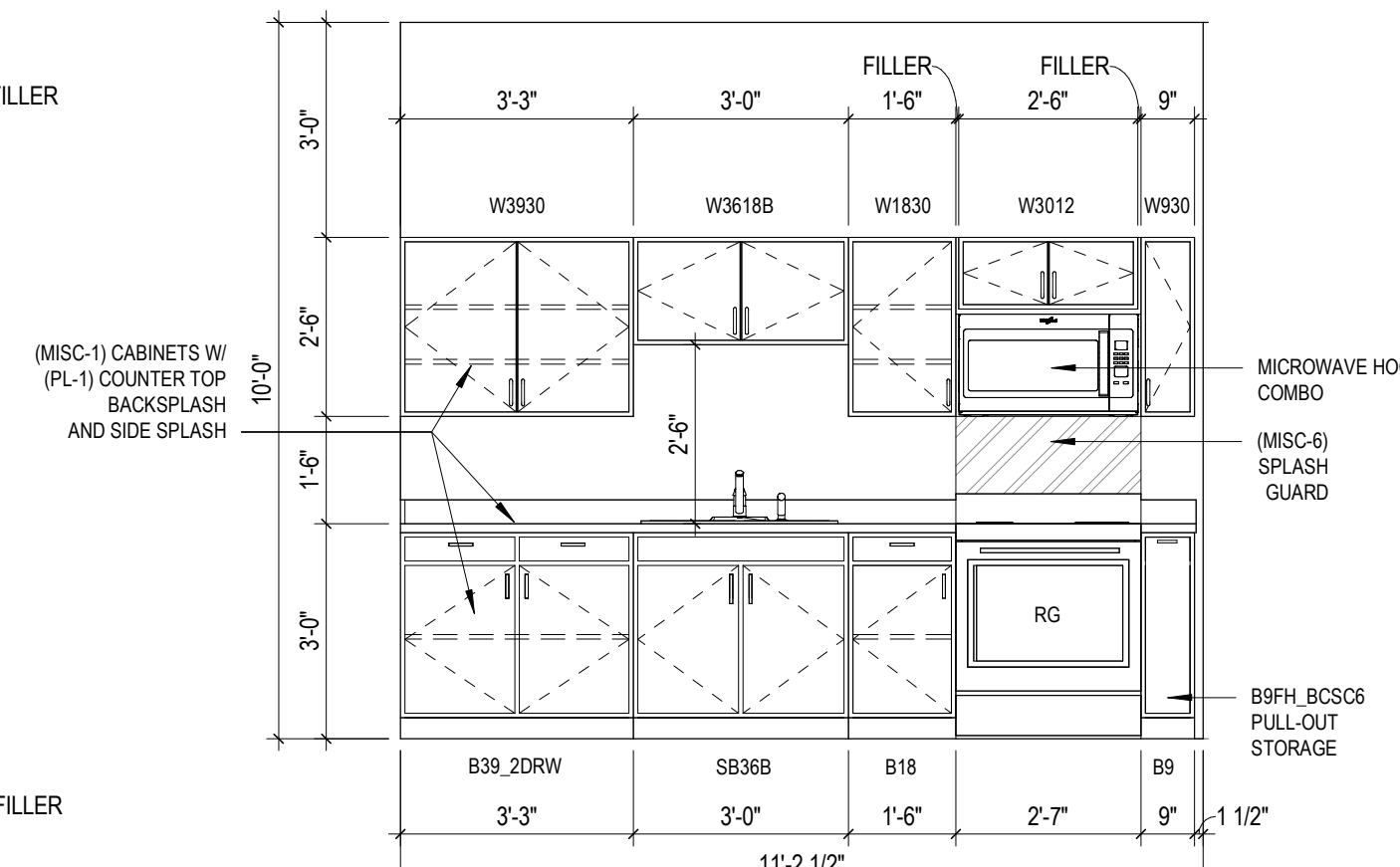
7 Restroom 109 - North Elevation
3/8" = 1'-0"



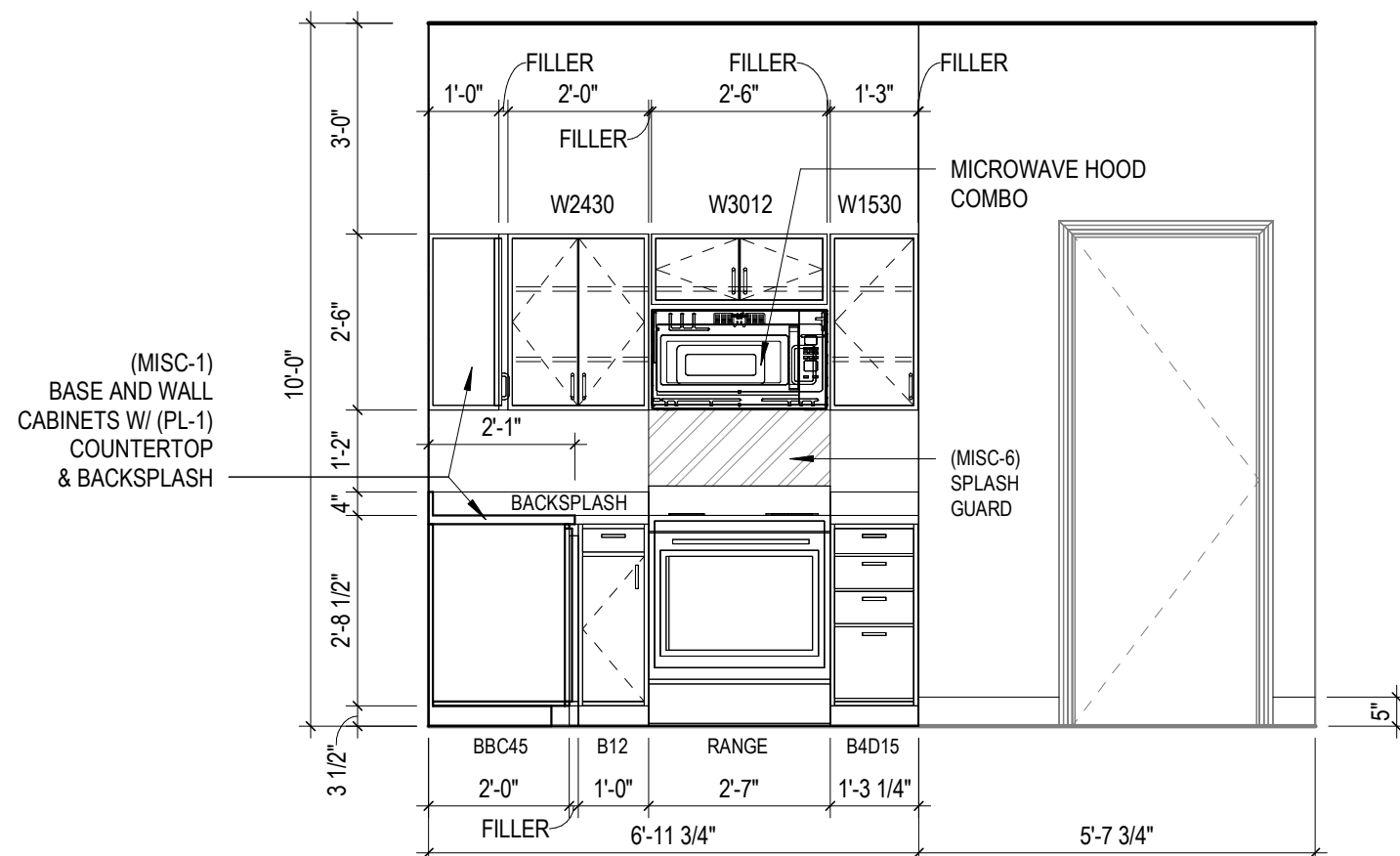
8 Restroom 109 - South Elevation
3/8" = 1'-0"



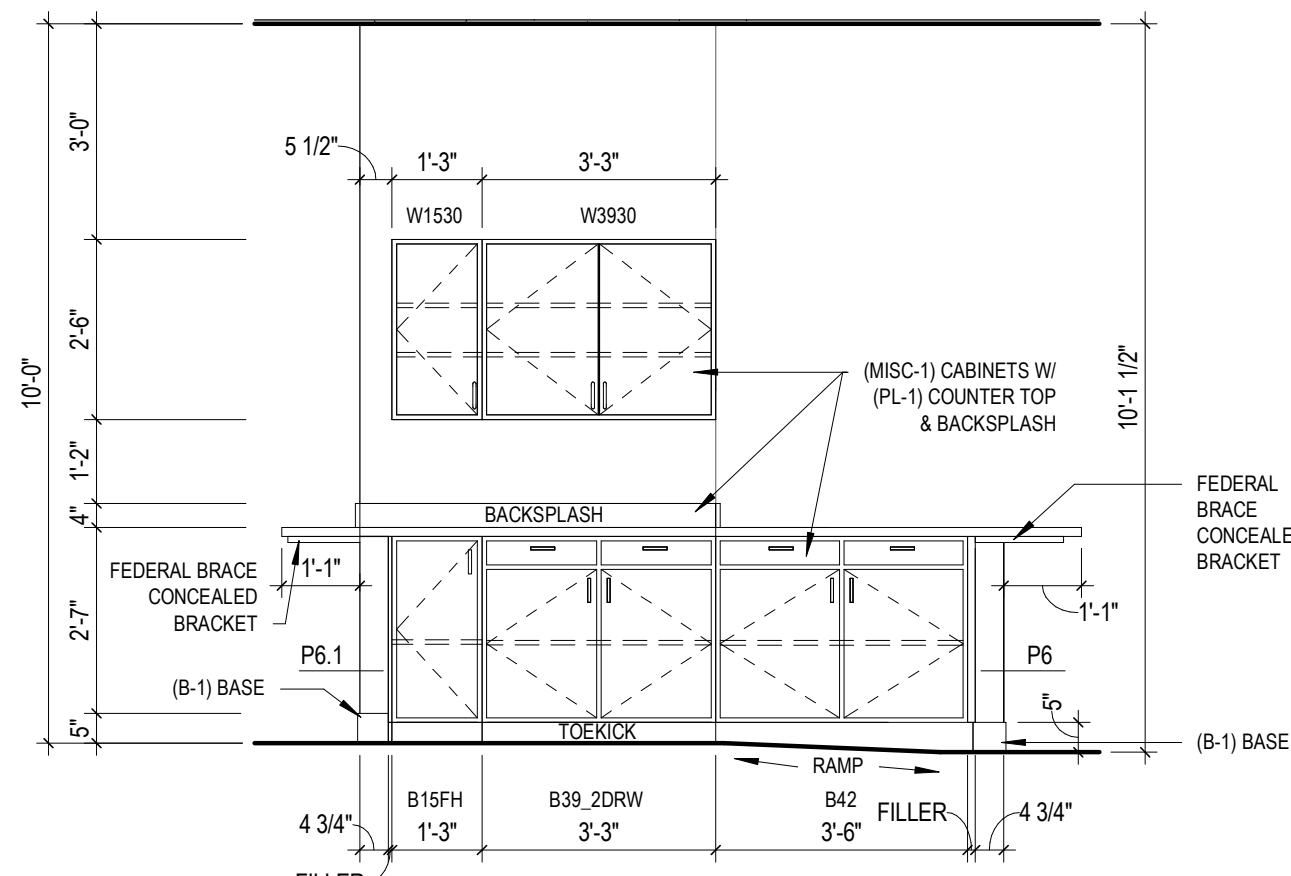
6 Kitchen 304 - South Elevation
3/8" = 1'-0"



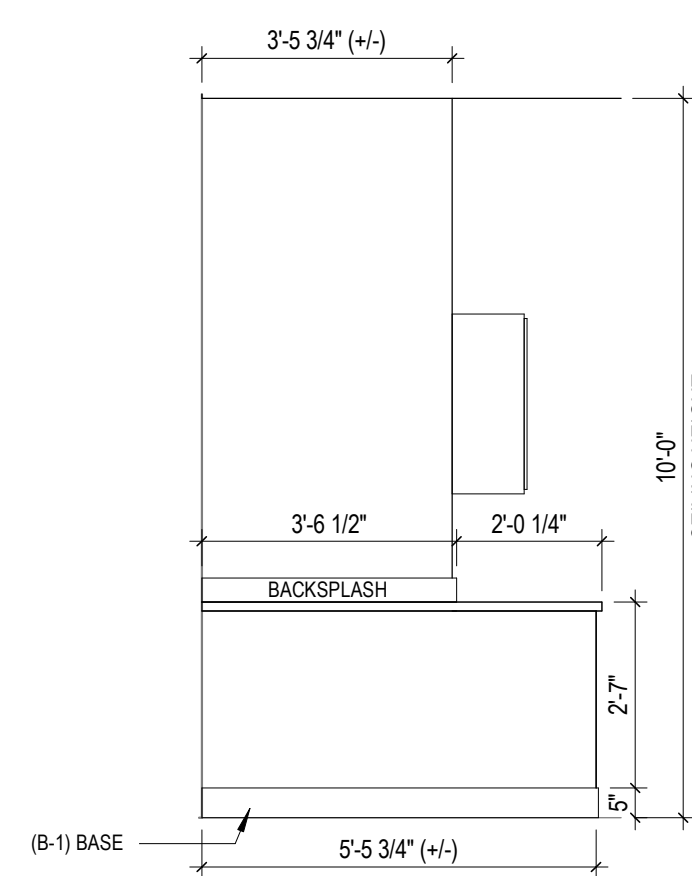
5 Kitchen 231 - West Elevation
3/8" = 1'-0"



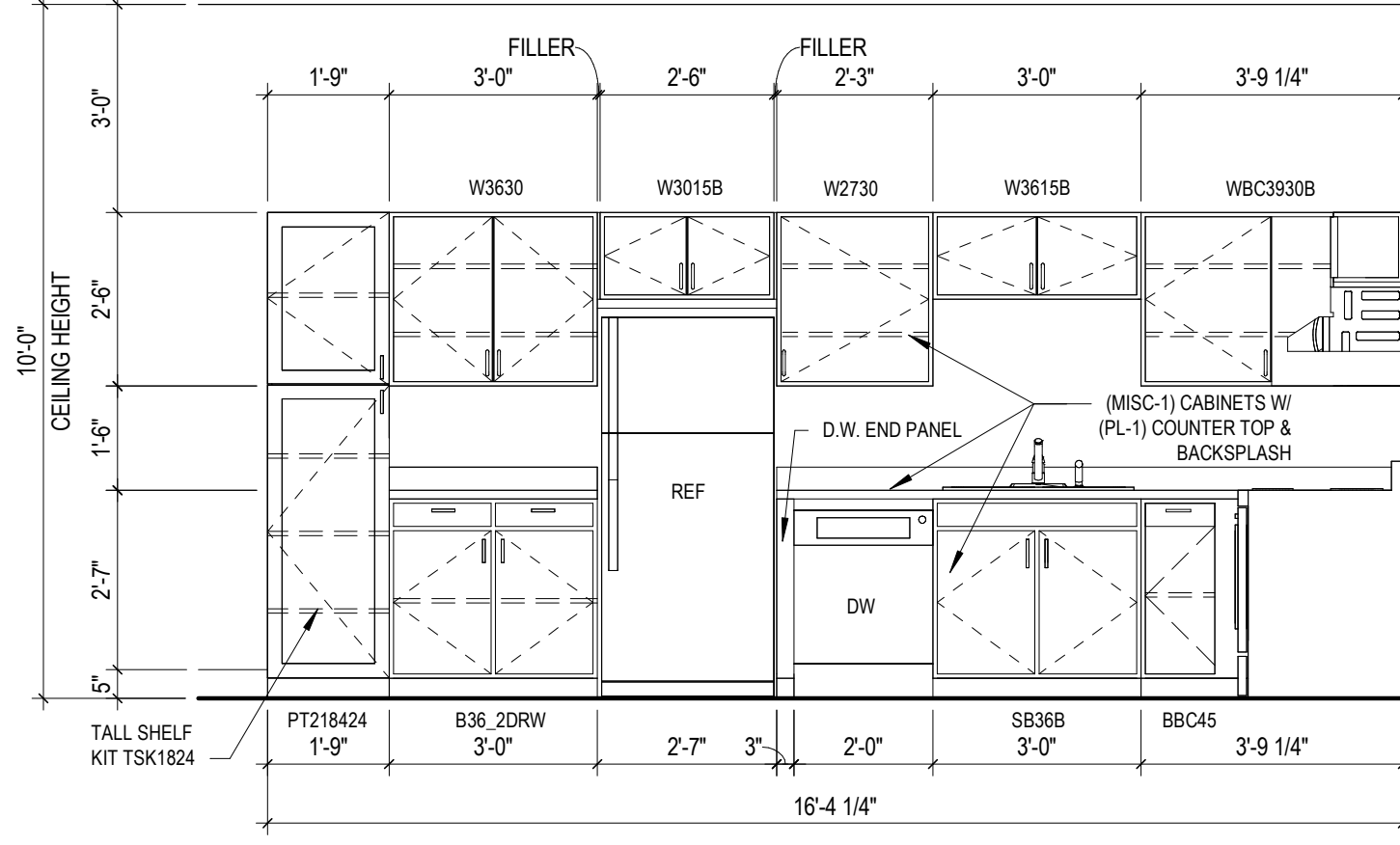
4 Kitchen 213 - East Elevation
3/8" = 1'-0"



3 Kitchen 213 - South Elevation
3/8" = 1'-0"



2 Kitchen 213 - West Elevation
3/8" = 1'-0"



1 Kitchen 213 - North Elevation
3/8" = 1'-0"

Renovation Work for :

INSPIRATION MINISTRIES, INC.

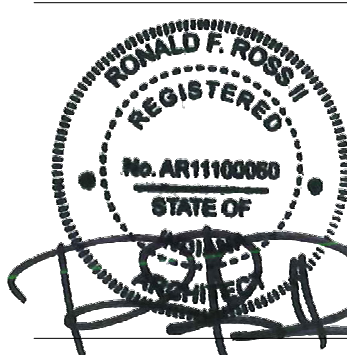
Kendallville Supportive Graduate Housing

112 S. Main Street
Kendallville, IN 46755

INSPIRATION

MARTIN RILEY
architects+engineers

221 West Baker Street
Fort Wayne, Indiana 46802
pho 260.422.7994
fax 260.426.2067



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REVISION: DATE:
1 ADDENDUM 1 7/15/2024

DRAWN BY: CPB
COMMISSION: F24019
NUMBER: 2024-06-27
REVIEWED BY: DATE:
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INTERIOR ELEVATIONS

Examples of Efforts to Award Contracts to Section 3 Businesses

1. In determining the responsibility of potential contractors, consider their record of Section 3 compliance as evidenced by past actions and their current plans for the pending contract.
2. Contacting business assistance agencies, minority contractors associations and community organizations to inform them of contracting opportunities and requesting their assistance in identifying Section 3 businesses which may solicit bids or proposals for contracts for work in connection with Section 3 covered assistance.
3. Providing written notice to all known Section 3 business concerns of the contracting opportunities. This notice should be in sufficient time to allow the Section 3 business concerns to respond to the bid invitations or request for proposals or statements of qualifications.
4. Following up with Section 3 business concerns that have expressed interest in the contracting opportunities by contacting them to provide additional information on the contracting opportunities.
5. Coordinating pre-bid meetings at which Section 3 business concerns could be informed of upcoming contracting and subcontracting opportunities.
6. Carrying out workshops on contracting procedures and specific contract opportunities in a timely manner so that Section 3 business concerns can take advantage of upcoming contracting opportunities, with such information being made available in languages other than English where appropriate.
7. Advising Section 3 business concerns as to where they may seek assistance to overcome limitations such as inability to obtain bonding, lines of credit, financing, or insurance.
8. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways to facilitate the participation of Section 3 business concerns.
9. Where appropriate, breaking out contract work items into economically feasible units to facilitate participation by Section 3 business concerns.
10. Advertising the contracting opportunities through trade association papers and newsletters, and through the local media, such as community television networks, newspapers of general circulation, and radio advertising.
11. Developing a list of eligible Section 3 business concerns.
12. Supporting businesses which provide economic opportunities to low income persons by linking them to the support services available through the Small Business Administration (SBA), the Department of Commerce and comparable agencies at the State and local levels.
13. Encouraging financial institutions, in carrying out their responsibilities under the Community Reinvestment Act, to provide no or low interest loans for working capital and other financial business needs.

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PHOTO 4



PHOTO 2



PHOTO 3



PHOTO 1

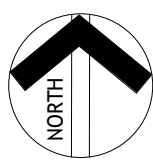
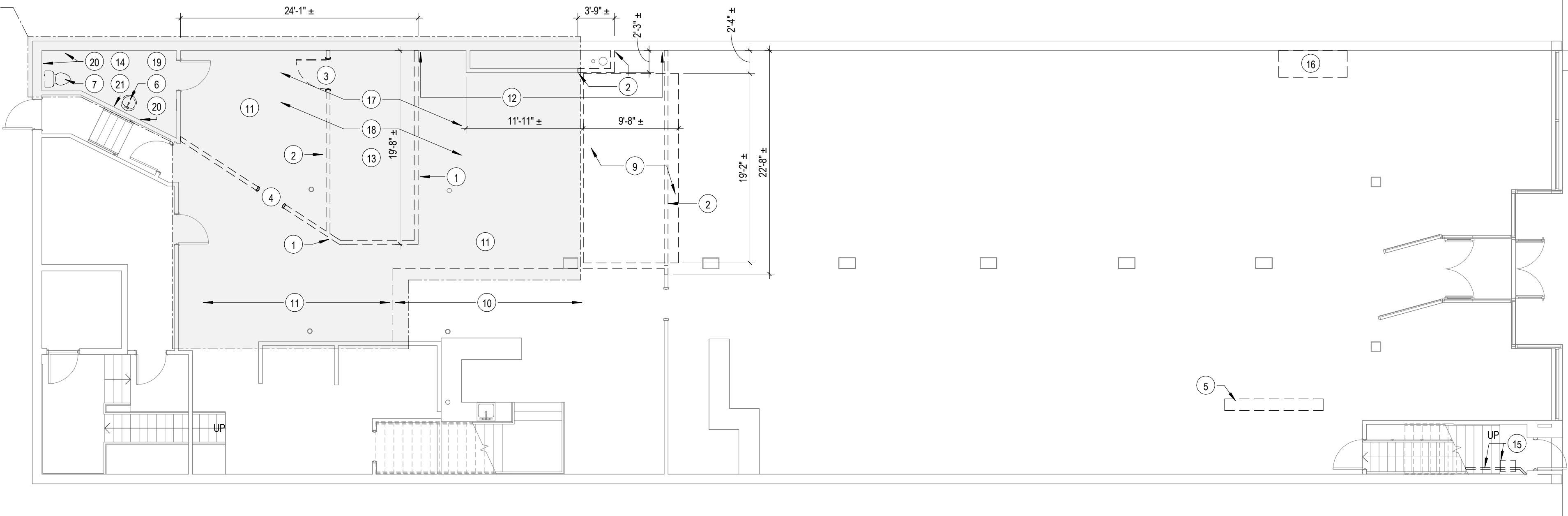
Demolition Notes

- DEMOLISH INTERIOR WALL AND ASSOCIATED MATERIALS. PATCH, REPAIR, AND PREPARE FOR NEW WORK
- REMOVE PORTION OF WALL AND ASSOCIATED MATERIALS TO ALLOW FOR NEW CONSTRUCTION
- REMOVE DOOR, FRAME, AND ALL ASSOCIATED MATERIALS. PREP FOR INFILL
- REMOVE FRAMED OPENING AND ALL ASSOCIATED MATERIALS. PREP FOR INFILL
- REMOVE CEILING-SUSPENDED HEATER. SEE MECHANICAL DRAWINGS FOR COMPLETE SCOPE OF WORK
- REMOVE SINK AND PREP TO RECEIVE NEW WORK. PATCH/REPAIR, CLEAN, AND PREPARE SURFACES FOR NEW WORK
- SALVAGE WATERCLOSET FOR USE IN NEW WORK. PATCH/REPAIR, CLEAN, AND PREPARE SURFACES FOR NEW WORK
- CREATE OPENING IN FLOORING ASSEMBLY TO ALLOW FOR NEW CONSTRUCTION. REPAIR, CLEAN, AND PREPARE SURFACES FOR NEW WORK
- EXISTING LVT, CARPET TILE, AND BASE TO REMAIN. FLOOR FINISH DEMO STARTS WHERE LVT FLOORING IS INSTALLED AT AN ANGLE
- REMOVE LVT, CARPET TILE, BASE, AND ALL ASSOCIATED MATERIALS. PREP TO RECEIVE NEW FLOORING
- REMOVE FLUTED WALL PANELS, BULKHEAD, AND ALL ASSOCIATED MATERIALS. PREP TO RECEIVE NEW FLOORING
- REMOVE CARPET, BASE, AND ALL ASSOCIATED MATERIALS. PREP TO RECEIVE NEW FLOORING
- REMOVE VINYL FLOORING, BASE, AND ALL ASSOCIATED MATERIALS. PREP TO RECEIVE NEW FLOORING
- REMOVE CHAIR LIFT AND ALL ASSOCIATED COMPONENTS. REPAIR, CLEAN, AND PREPARE ALL SURFACES TO RECEIVE NEW FINISH TO MATCH EXISTING
- DEMO FLOOR AND ASSOCIATED MATERIALS TO ALLOW FOR NEW SPRINKLER RISER PIPING. REPAIR, CLEAN, AND PREPARE ALL SURFACES FOR NEW WORK
- REMOVE MECHANICAL AND PLUMBING TO ALLOW FOR NEW CONSTRUCTION. SEE MECHANICAL AND PLUMBING DRAWINGS FOR COMPLETE SCOPE
- REMOVE ELECTRICAL TO ALLOW FOR NEW CONSTRUCTION. SEE ELECTRICAL DRAWINGS FOR COMPLETE SCOPE
- REMOVE RESILIENT FLOORING AND WALL BASE AND PREP TO RECEIVE NEW FLOORING
- REMOVE GRAB BARS AND WASHROOM ACCESSORIES INCLUDING PAPER TOWEL AND TOILET PAPER DISPENSERS AND PREP TO RECEIVE NEW
- REMOVE MIRROR AND PREP TO RECEIVE NEW

General Demolition Notes

- THE OWNER SHALL HAVE FIRST RIGHT OF REFUSAL OF ALL ITEMS REMOVED FROM THE BUILDING. ITEMS NOT WANTED BY OWNER SHALL BECOME PROPERTY OF CONTRACTOR AND SHALL BE DISPOSED OF LEGALLY OFF SITE.
- FAILURE OF AFFECTED TRADES TO RECOGNIZE DEMOLITION AS A COMPONENT OF A SYSTEM SHALL NOT BE CAUSE FOR AN EXTRA
- ALL EXISTING CONSTRUCTION SHOWN IS FOR REPRESENTATION PURPOSES ONLY. CONTRACTOR TO FIELD VERIFY CONDITIONS AND ALL EXISTING CONSTRUCTION TO BE DEMOLISHED.
- CONTRACTOR SHALL REMOVE ALL INCIDENTAL ITEMS SURFACE MOUNTED TO WALLS, INCLUDING BUT NOT LIMITED TO EMERGENCY LIGHTS, SIGNAGE, ELECTRICAL COMPONENTS, ETC.
- CONTRACTOR SHALL PATCH AND REPAIR ANY WALLS, FLOORS AND CEILINGS AFFECTED BY DEMOLITION.
- DISCONNECT AND COMPLETELY REMOVE ALL CONDUIT, WIRE BOXES, ETC TO BE RENDERED OBSOLETE BY THIS WORK, UNLESS OTHERWISE NOTED. REMOVE WIRE & CONDUIT BACK TO ITS SOURCE.
- MAINTAIN CONTINUITY OF EXISTING CIRCUITS AFFECTED BY DEMOLITION WORK. VERIFY THAT EQUIPMENT TO REMAIN IS FUNCTIONAL AFTER DEMOLITION.
- CONTRACTOR SHALL DESIGN AND PROVIDE ALL TEMPORARY SHORING NECESSARY TO COMPLETE THE WORK.
- THE GENERAL CONTRACTOR IS RESPONSIBLE FOR ALL DEMOLITION AND REWORK TO ACCOMPLISH THIS PROJECT AS SET FORTH IN THESE DOCUMENTS. THE CONTRACTOR SHALL TAKE INTO CONSIDERATION ALL SHEETS TO DETERMINE THE FULL SCOPE OF DEMOLITION AND REWORK REQUIRED.
- PREPARE ALL SALVAGED MATERIALS FOR RE-INSTALLATION. PROVIDE ANY REQUIRED FASTENERS, ACCESSORIES OR OTHER COMPONENTS FOR INSTALLATION.
- OWNER IS RESPONSIBLE FOR REMOVING ALL FURNITURE AND EQUIPMENT NECESSARY TO ACCOMMODATE WORK. FURNITURE AND EQUIPMENT ITEMS TO INCLUDE AND NOT LIMITED TO UNLESS NOTED OTHERWISE TABLES, CHAIRS, DESKS, SOUND EQUIPMENT, POOL TABLES, PIANOS, EXERCISE EQUIPMENT, SAFES, AND TELEVISIONS.
- ELECTRICAL - REMOVE ALL ELECTRICAL ON SECOND AND THIRD FLOOR INCLUDING SWITCH GEAR, PANELS, CONDUIT, WIRE CABLE LIGHT FIXTURES, WIRING DEVICES, PULL BOXES, ETC. LEGALLY DISPOSE OF ALL MATERIAL. SEE ELECTRICAL DRAWINGS FOR COMPLETE DEMOLITION SCOPE.
- MECHANICAL/PLUMBING - UNLESS OTHERWISE NOTED, REMOVE ALL EXISTING MECHANICAL AND PLUMBING SYSTEMS AND COMPONENTS ON THE SECOND AND THIRD FLOOR, INCLUDING HVAC UNITS, FANS, DUCTWORK, AIR DEVICES, CONTROLS, PLUMBING FIXTURES, PIPING, WATER HEATERS, ETC. ITEMS LOCATED WITHIN HISTORIC WALLS TO REMAIN MAY BE CAPPED AND ABANDONED-IN-PLACE TO PRESERVE WALL INTEGRITY. REMOVE EXISTING PIPING DOWN TO BELOW THE FLOORS SLAB LEVEL. PLUG, CAP, AND PATCH TO MATCH THE ADJACENT EXISTING FLOOR SURFACE. EXISTING PIPING ROUTED BELOW PORTIONS OF THE EXISTING FLOOR SLAB THAT ARE NOT BEING DISTRIBUTED MAY REMAIN ABANDONED-IN-PLACE. SEE MECHANICAL AND PLUMBING DRAWINGS FOR COMPLETE DEMOLITION SCOPE.
- ASBESTOS / LEAD HAZARD ABATEMENT - WORK MUST BE CONDUCTED BY A CERTIFIED ABATEMENT FIRM, MANAGED BY A CERTIFIED ABATEMENT SUPERVISOR, AND PERFORMED BY CERTIFIED ABATEMENT WORKERS. GENERAL CONTRACTOR WILL BE REQUIRED TO PROVIDE COPIES OF CERTIFICATIONS TO OWNER BEFORE INITIATING WORK. GENERAL CONTRACTOR AND SUBCONTRACTORS MUST UTILIZE LEAD-SAFE WORK PRACTICES. POST-CONSTRUCTION, GENERAL CONTRACTOR MUST THOROUGHLY CLEAN, HEPA VAC, AND ACHIEVE CLEARANCE FOR OWNER'S THIRD PARTY INSPECTOR BEFORE CONSTRUCTION WILL BE ACCEPTED AS COMPLETE.

ALTERNATE 1 :
EAST PLAN
RETROFIT



1 First Floor Plan - Demolition

1/8" = 1'-0"

Renovation Work for :
INSPIRATION MINISTRIES, INC.

Kendallville Supportive Graduate Housing

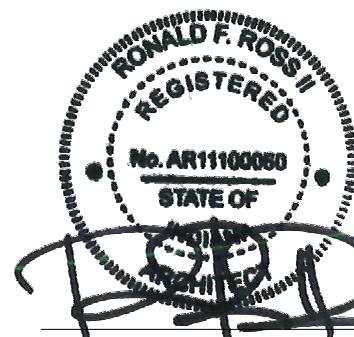
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REVISION: 1 ADDENDUM 1 DATE: 7/15/2024

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DEMOLITION FIRST FLOOR
PLAN

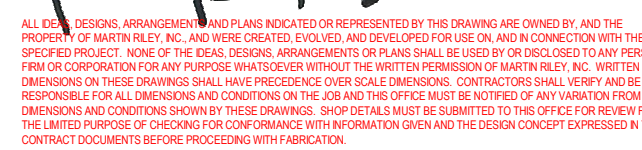
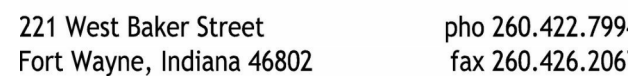


- 1 DEMOLISH INTERIOR WALL. PATCH, REPAIR, AND PREPARE FOR NEW WORK
- 2 REMOVE PORTION OF WALL AND ASSOCIATED MATERIALS TO ALLOW FOR NEW CONSTRUCTION
- 3 REMOVE DOOR, FRAME, AND ALL ASSOCIATED MATERIALS. PREP FOR INFILL
- 4 REMOVE STAIRS AND ASSOCIATED MATERIALS
- 5 SALVAGE WARDROBE TO CONTRACTOR FOR RELOCATION
- 6 REROUT ROOF DRAIN IN THIS AREA
- 7 REMOVE AREAS OF DAMAGED PLASTER ALONG THE WALLS AND REPLACE WITH 1/2" TYPE "X" GYPSUM BOARD.
- 8 REMOVE ORIGINAL TILE FLOORING AND ASSOCIATED ACCESSORIES. REPAIR AND PROTECT EXISTING WOOD SUBFLOOR. CLEAN AND PREPARE AREAS FOR NEW WORK.
- 9 PROTECT COLUMN WRAP DURING DEMOLITION.
- 10 DEMOLISH EXHAUST DUCT AND ASSOCIATED FITTINGS. PATCH/REPAIR, CLEAN, AND PREPARE SURFACES FOR NEW WORK.
- 11 REPAIR AND PROTECT EXISTING WOOD SUBFLOOR. CLEAN AND PREPARE AREAS FOR NEW WORK.
- 12 CREATE OPENING IN FLOORING ASSEMBLY. REPAIR, CLEAN, AND PREPARE SURFACES FOR NEW WORK.
- 13 NOT USED
- 14 EXISTING BUILT-UP BASE, DOOR AND WINDOW CASING, AND CHAIR RAIL ARE TO REMAIN AND BE REFINISHED. PROTECT DURING WORK
- 15 REMOVE WOOD WALL BASE, DOOR CASING AND ALL ASSOCIATED MATERIALS
- 16 REMOVE ELECTRICAL PANEL (SEE ELECTRICAL DEMO PLAN). PATCH AND PREP WALL TO RECEIVE PAINTED FINISH
- 17 REMOVE BUILT-UP BASEBOARD AND CHAIR RAIL AT LOCATION WHERE WARDROBES ARE TO BE RELOCATED AND SIT FLUSH AGAINST THE WALL. PATCH AND PREP WALL TO RECEIVE PAINTED FINISH. REFER TO THIRD FLOOR PLAN SHEET A103 FOR LOCATIONS

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6. DISCONNECT AND COMPLETELY REMOVE ALL CONDUIT, WIRE BOXES, ETC. TO BE RENDERED OBSOLETE BY THIS WORK, UNLESS OTHERWISE NOTED. REMOVE WIRE & PATCH BACK TO ITS SOURCE.
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12. **ELECTRICAL** - REMOVE ALL ELECTRICAL ON SECOND AND THIRD FLOOR INCLUDING SWITCH GEAR, PANELS, CONDUIT, WIRE CABLE LIGHT FIXTURES, WIRING DEVICES, PULL BOXES, ETC. LEGALLY DISPOSE OF ALL MATERIAL. SEE ELECTRICAL DRAWINGS FOR COMPLETE DEMOLITION SCOPE.
13. **MECHANICAL/PLUMBING** - UNLESS OTHERWISE NOTED, REMOVE ALL EXISTING MECHANICAL AND PLUMBING SYSTEM COMPONENTS ON THE SECOND AND THIRD FLOOR, INCLUDING HVAC UNITS, FANS, DUCTWORK, AIR DEVICES, CONTROLS, PLUMBING FIXTURES, PIPING, WATER HEATERS, ETC. ITEMS LOCATED WITHIN HISTORIC WALLS TO REMAIN MAY BE CAPPED AND ABANDONED-IN-PLACE TO PRESERVE WALL INTEGRITY. REMOVE EXISTING PIPING DOWN TO BELOW THE FINISH FLOOR LEVEL. REMOVE EXISTING PIPING ABOVE THE FINISH EXISTING FLOOR SURFACE, EXISTING PIPING ROUTED BELOW PORTIONS OF THE EXISTING FLOOR SLAB THAT ARE NOT BEING DISTRIBUTED MAY REMAIN ABANDONED-IN-PLACE. SEE MECHANICAL AND PLUMBING DRAWINGS FOR COMPLETE DEMOLITION SCOPE.
14. **ABATEMENT / LEAD HAZARD ABATEMENT** - WORK MUST BE CONDUCTED BY A CERTIFIED ABATEMENT FIRM, MANAGED BY A CERTIFIED ABATEMENT SUPERVISOR AND PERFORMED BY CERTIFIED ABATEMENT WORKERS. GENERAL CONTRACTOR WILL BE REQUIRED TO PROVIDE COPIES OF CERTIFICATIONS TO OWNER BEFORE INITIATING WORK. GENERAL CONTRACTOR AND SUBCONTRACTORS MUST UTILIZE LEAD-SAFE WORK PRACTICES, POST-CONSTRUCTION, GENERAL CONTROLS, AND MUST MAINTAIN ADEQUATELY CLEAR WORK AREAS AND ACHIEVE CLEARANCE FOR OWNER'S THIRD PARTY INSPECTION BEFORE CONSTRUCTION WILL BE ACCEPTED AS COMPLETE.

Kendallville Supportive Graduate Housing

INSPIRATION

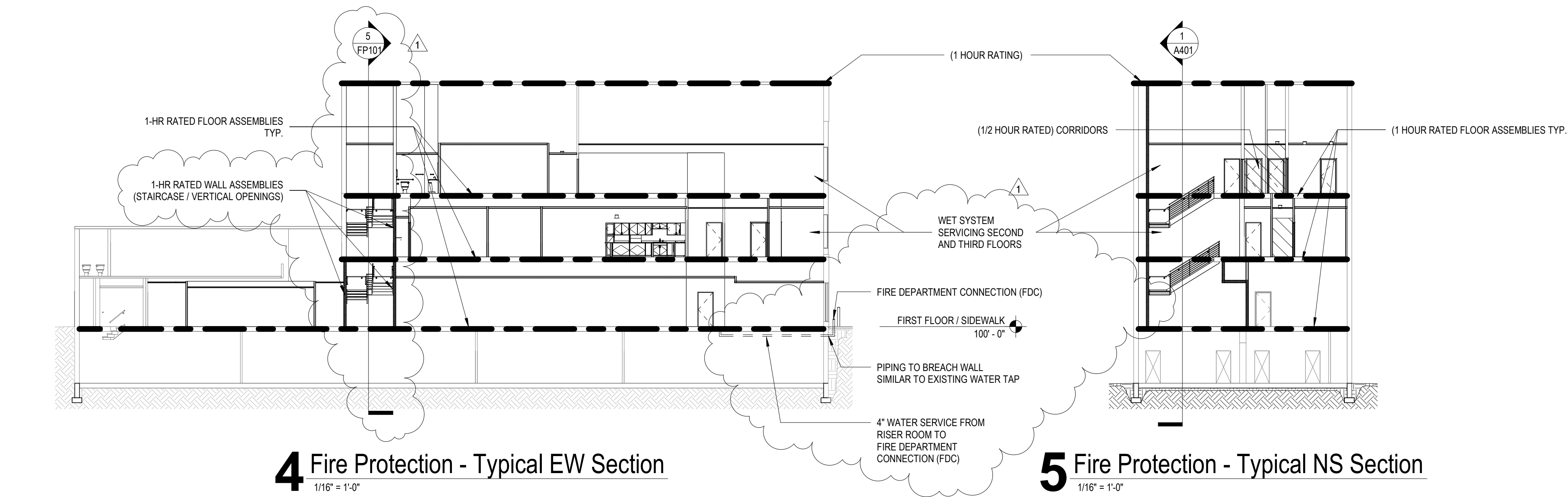


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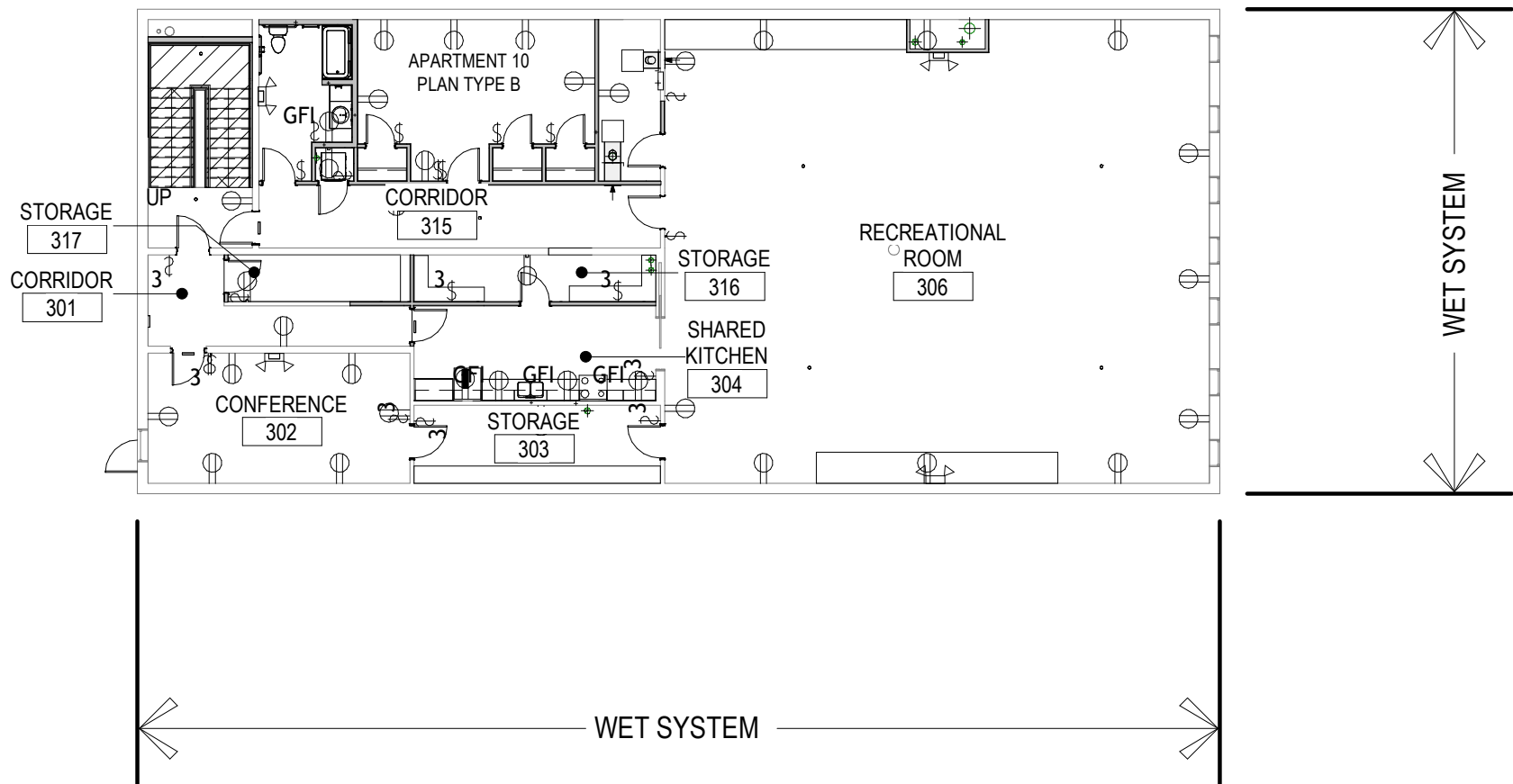
DEMOLITION THIRD FLOOR
PLAN

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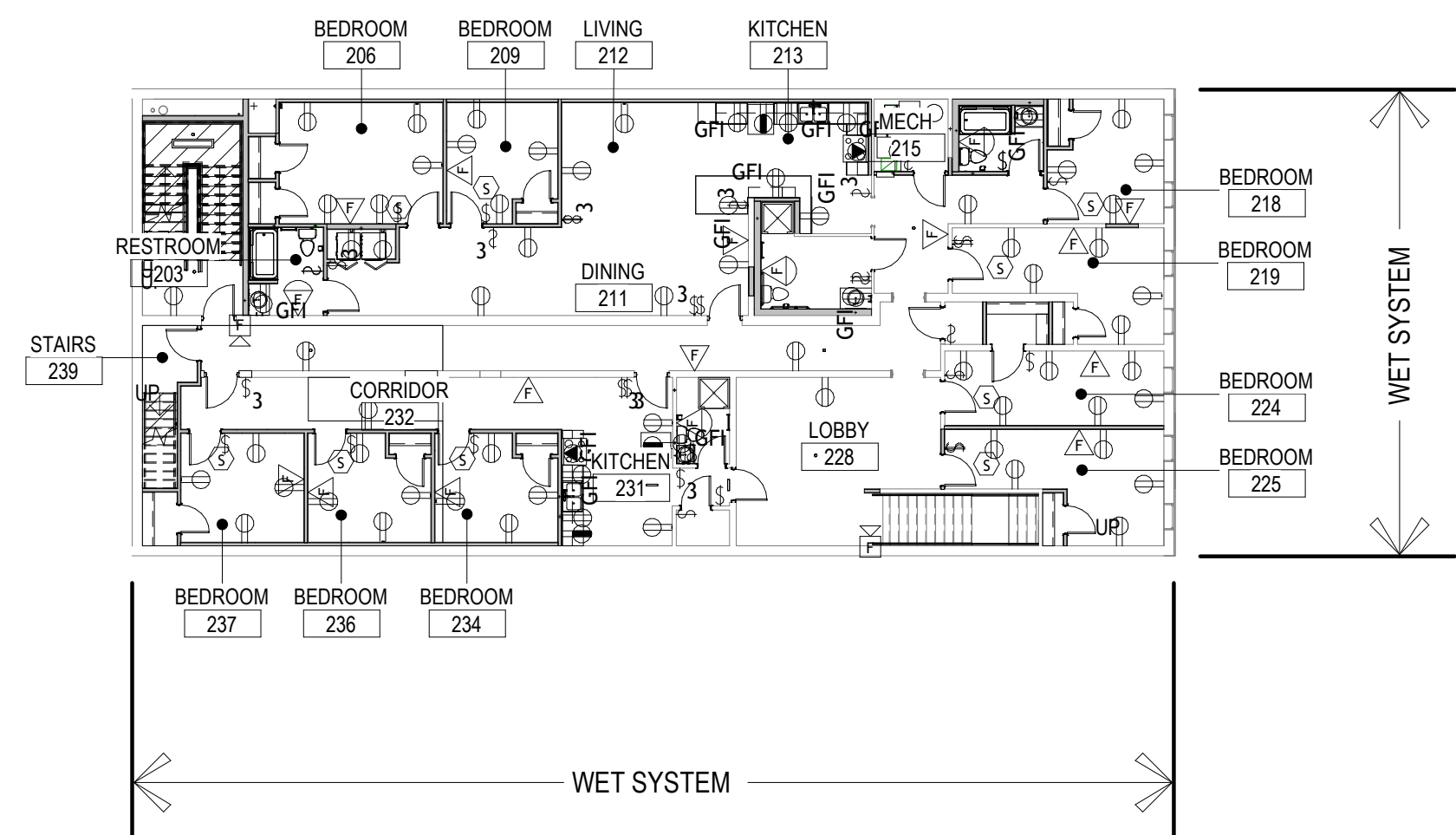


4 Fire Protection - Typical EW Section
1/16" = 1'-0"

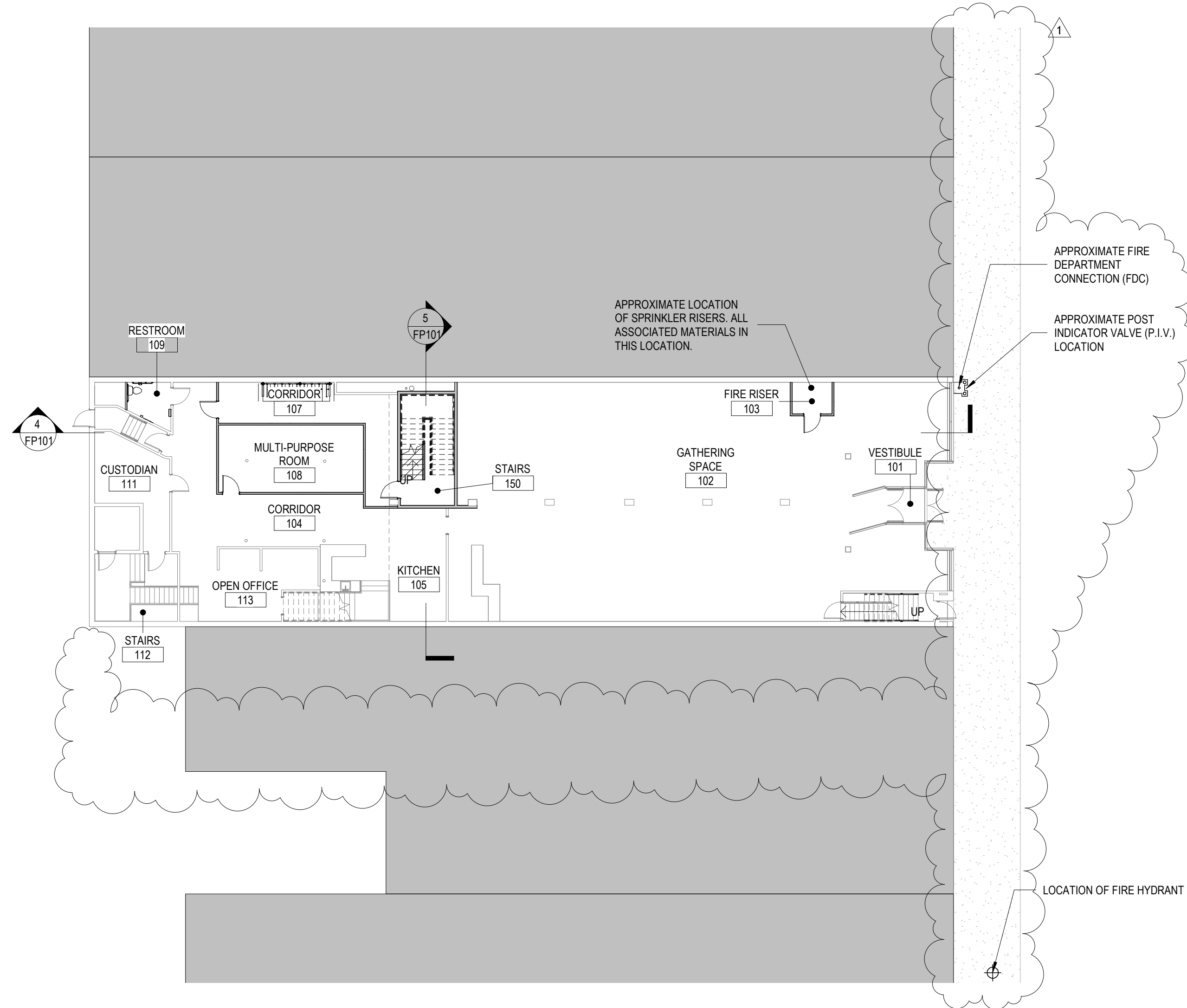
5 Fire Protection - Typical NS Section
1/16" = 1'-0"



3 Fire Protection - Third Floor Plan
1/16" = 1'-0"



2 Fire Protection - Second Floor Plan
1/16" = 1'-0"



1 Fire Protection - First Floor Plan
1/16" = 1'-0"

General Fire Protection Notes

1. DESIGN AND INSTALL A NEW WET FIRE SPRINKLER SYSTEM IN ACCORDANCE WITH NFPA 13D AND ALL APPLICABLE CODES & REQUIREMENTS.
2. CONTRACTORS ARE RESPONSIBLE FOR COORDINATING FINAL PENDANT LAYOUT WITH ARCHITECT IN ORDER TO COMPLY WITH DESIGN INTENT.
3. SUBMIT SHOP DRAWINGS, PRODUCT DATA, AND HYDRAULIC CALCULATIONS TO STATE FIRE MARSHALL FOR APPROVAL AS REQUIRED BY CODE. SUBMIT PROOF OF APPROVAL TO MARTINRILEY ARCHITECTS/ENGINEERS.
4. EACH CONTRACTOR IS RESPONSIBLE FOR THE CUTTING, PATCHING, AND FINISHING ASSOCIATED WITH THE INSTALLATION OF THEIR WORK. PROVIDE CUTTING, PATCHING, AND FINISHING IN A FIRST-CLASS, WORKMAN LIKE MANNER WITH METHODS AND MATERIALS TO MATCH EXISTING WORK.
5. ALL WORK AND MATERIALS ARE TO MEET APPLICABLE CODES, AND U.L. LISTINGS.
6. FIRE PROTECTION WORK IS TO BE HELD TIGHT TO BUILDING STRUCTURE. REFER TO ARCHITECTURAL/STRUCTURE.
7. PIPING SUPPORTS MAY BE REGULARLY FURNISHED MATERIALS.
8. COORDINATE FIRE PROTECTION PENETRATIONS OF / WITH OTHER WORK TO AVOID INTERFERENCES. SEAL PENETRATIONS AS NOTED AND / OR SPECIFIED MAINTAINING THE FIRE RATING OF OTHER WORK WHERE APPLICABLE.
9. WATER SUPPLY TO THE FACILITY IS PROVIDED BY THE PUBLIC UTILITY (CITY OF KENDALLVILLE). COORDINATE WITH THE UTILITY COMPANY FOR DETAILS OF THE AVAILABLE WATER SUPPLY.

Renovation Work for :

INSPIRATION MINISTRIES, INC.

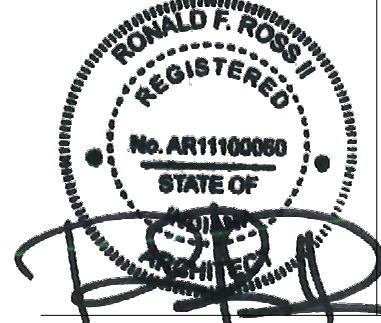
Kendallville Supportive Graduate Housing

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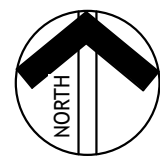
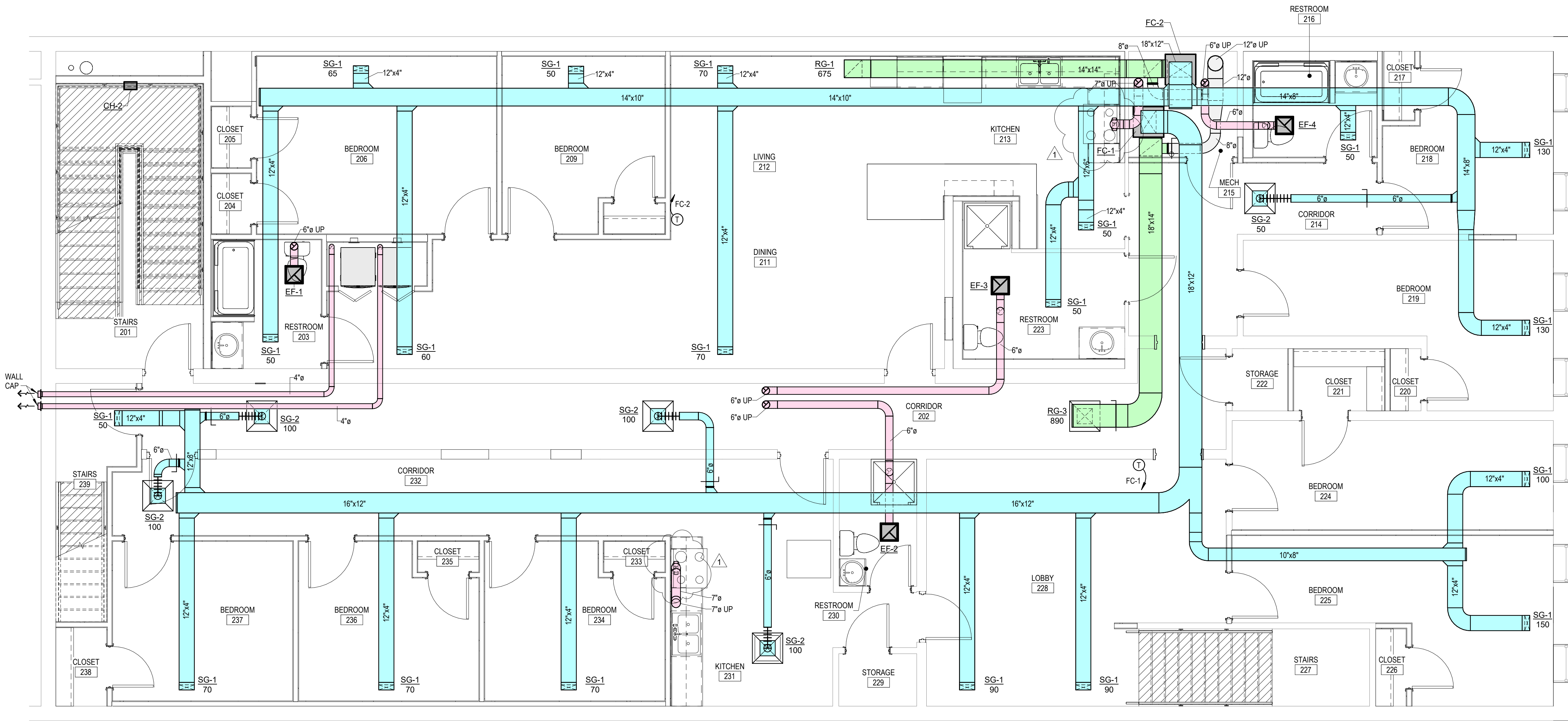
REVISION: 1 ADDENDUM 1 DATE: 7/15/2024

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FIRE PROTECTION PLANS

F21019 Kendallville Supportive Housing
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Project Status



1 Mechanical Plan - Second Floor
1/4" = 1'-0"

General Mechanical Notes

1. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH STATE AND LOCAL CODES & AMENDMENTS.
2. SEE SPECIFICATION BOOK FOR ADDITIONAL REQUIREMENTS.
3. PROVIDE MATERIALS NECESSARY TO MAKE REQUIRED SYSTEMS AND FEATURES COMPLETE AND FUNCTIONAL; INCLUDING BUT NOT LIMITED TO: ALL FITTINGS, TRANSITIONS, HARDWARE, TEMPORARY CONNECTIONS AND SUPPORTS.
4. DRAWING ORGANIZATION IS NOT TRADE SPECIFIC AND IS NOT INTENDED FOR DIVISION OF WORK AMONG SUBCONTRACTORS. THE GENERAL CONTRACTOR IS RESPONSIBLE TO PROPERLY DISSEMINATE WORK ON ALL SHEETS AND COORDINATE WITH EVERY SUBCONTRACTOR IN ORDER TO PROVIDE A COMPLETE PROJECT.
5. PROTECT ALL EQUIPMENT AND FINISHES, NEW AND EXISTING FROM DUST DEBRIS AND DAMAGE. FINAL CLEAN-UP SHALL BE PERFORMED TO PROVIDE A CLEAN, DUST FREE ENVIRONMENT TO THE OWNER. REFER TO MANUFACTURER'S SPECIFICATIONS FOR EQUIPMENT INSTALLATION REQUIREMENTS.
6. EQUIPMENT, PIPING, AND DUCTWORK LAYOUTS ARE SCHEMATIC IN NATURE. CONTRACTOR MUST ADJUST TO FIELD CONDITIONS AND COORDINATE WITH OTHER TRADES DURING CONSTRUCTION BY ADDING OFFSETS AND ELBOWS WHERE REQUIRED. PRIOR TO INSTALLATION, THE ENGINEER MUST APPROVE ALL PROPOSED MODIFICATIONS TO DUCTWORK LAYOUT AND DESIGN.
7. ALL DUCTWORK SHALL BE INSULATED PER SPECIFICATIONS.
8. DUCT SIZES LISTED ARE "FREE AREA" AND SHALL NOT BE REDUCED. INCREASE DUCT SIZES AS REQUIRED TO ACCOUNT FOR LINING.
9. ALL MATERIALS INSTALLED WITHIN PLENUM SHALL HAVE A FLAME SPREAD RATING OF NOT MORE THAN 25 AND A DEVELOPED SMOKE RATING NOT EXCEEDING 50 IN ACCORDANCE WITH STATE CODES.
10. COORDINATE EXACT LOCATION OF CEILING DIFFUSERS AND GRILLES WITH LIGHTS AND ARCHITECTURAL REFLECTED CEILING PLAN.
11. FLEXIBLE DUCT SHALL BE USED, WHERE INDICATED, FOR STRAIGHT LINE SEGMENTS NOT EXCEEDING 5 FEET WHEN CONNECTING DIFFUSERS TO RIGID DUCTWORK ABOVE A REMOVABLE CEILING. USE RIGID METAL ELBOWS FOR CHANGES IN DIRECTION.
12. CONTRACTOR SHALL PROVIDE ALL EQUIPMENT, MATERIAL AND LABOR REQUIRED FOR CORE DRILLING AS REQUIRED FOR INSTALLATION OF PIPING PENETRATING BUILDING CONSTRUCTION.
13. REFERENCE ARCHITECTURAL DRAWINGS FOR ALL DIMENSIONS, TYPICAL.
14. CONTRACTOR TO PROVIDE ALL FIRE AND/OR SMOKE DAMPERS AND ACCESS DOORS FOR DUCTWORK AND FIRE CAULKING FOR PIPING THAT PENETRATES ALL FIRE RATED WALLS, CEILINGS AND FLOORS.
15. MECHANICAL CONTRACTOR TO PROVIDE AND INSTALL SMOKE DETECTORS IN RETURN DUCTS. COORDINATE WITH ELECTRICAL CONTRACTOR. ELECTRICAL IS TO PROVIDE WIRING AND HOOKUP.
16. PROVIDE TESTING, ADJUSTING, AND BALANCING OF ALL MECHANICAL SYSTEMS IN ACCORDANCE WITH SPECIFICATIONS. FINAL REPORT SHALL BE PROVIDED TO OWNER & ENGINEER.
17. RECORD DRAWINGS, OPERATING MANUALS, AND MAINTENANCE MANUALS SHALL BE PROVIDED TO OWNER & ARCHITECT PER ASHRAE 90.1 2007.
18. CONTRACTOR SHALL PAINT DUCTWORK WALL AND OR CEILING CAVITY BEHIND DIFFUSERS AND OR GRILLES WITH FLAT BLACK PAINT PRIOR TO INSTALLATION OF DIFFUSERS AND OR GRILLES.
19. ALL SLEEVES PASSING THROUGH FIRE RATED WALLS SHALL BE SCHEDULE 40 STEEL.
20. MECHANICAL SYSTEMS SHALL NOT BE USED DURING CONSTRUCTION FOR HEATING, COOLING, OR VENTILATION.
21. CONTRACTOR TO ENSURE ROOF WARRANTY IS NOT VOIDED WHEN INSTALLING ROOF CURBS, EQUIPMENT RAILS, ETC. AN AUTHORIZED REPRESENTATIVE OF THE ROOFING MANUFACTURER SHALL BE PRESENT WHEN CURBS, RAILS, ETC ARE BEING INSTALLED.

Mechanical Legend

SEE TITLE SHEET FOR ADDITIONAL SYMBOLS AND ABBREVIATIONS. COMPONENTS SHOWN IN GRAY ARE EXISTING OR SPECIFIED IN OTHER VIEWS.

- | | |
|------|----------------------------------|
| XX-1 | SCHEDULED ITEM |
| XX-2 | SUPPLY AIR DUCT |
| XX-3 | RETURN AIR DUCT |
| XX-4 | EXHAUST AIR DUCT |
| XX-5 | FLEXIBLE DUCT |
| XX-6 | VOLUME DAMPER |
| XX-7 | NEW CONNECTION TO EXISTING |
| FD | FIRE DAMPER |
| T | THERMOSTAT |
| → | DIRECTION OF AIRFLOW |
| AP | ACCESS PANEL IN DUCT |
| ESP | EXTERNAL STATIC PRESSURE (in-wg) |
| EXG | EXISTING |
| EXH | EXHAUST |
| FU | FURNACE AIR |
| OA | OUTDOOR AIR |
| RG | RETURN GRILL |
| SG | SUPPLY GRILL |

Renovation Work for :
INSPIRATION MINISTRIES, INC.

Kendallville Supportive Graduate Housing

112 S. Main Street
Kendallville, IN 46755

INSPIRATION



221 West Baker Street
Fort Wayne, Indiana 46802

pho 260.422.7994
fax 260.426.2067



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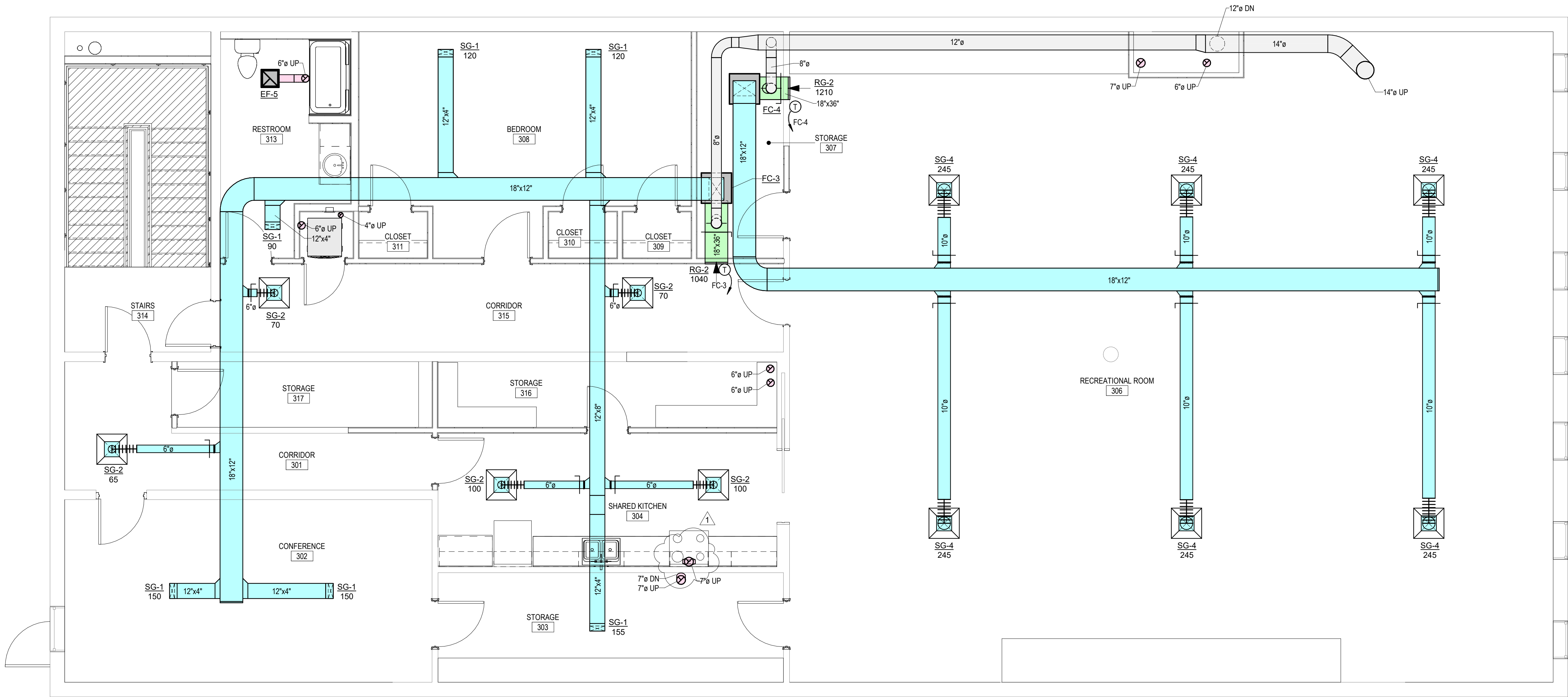
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| 1 Addendum 1 | 2024-07-15 |

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| DRAWN BY: EB | REVIEWED BY: JUN |
| COMMISSION NUMBER: F21019 | DATE: 2024-06-27 |

M102

MECHANICAL PLAN -
SECOND FLOOR

F21019 Kendallville Supportive Housing
7/10/2024 3:39:42 PM
C:\Users\leibenz\Documents\F24019 - Inspiration Ministries\12 S Main Kendallville - MEP_elec\WK51.rvt
Project Status



1 Mechanical Plan - Third Floor
1/4" = 1'-0"

General Mechanical Notes

1. ALL WORK TO BE PERFORMED IN ACCORDANCE WITH STATE AND LOCAL CODES & AMENDMENTS.
2. SEE SPECIFICATION BOOK FOR ADDITIONAL REQUIREMENTS.
3. PROVIDE MATERIALS NECESSARY TO MAKE REQUIRED SYSTEMS AND FEATURES COMPLETE AND FUNCTIONAL; INCLUDING BUT NOT LIMITED TO: ALL FITTINGS, TRANSITIONS, HARDWARE, TEMPORARY CONNECTIONS AND SUPPORTS.
4. DRAWING ORGANIZATION IS NOT TRADE SPECIFIC AND IS NOT INTENDED FOR DIVISION OF WORK AMONG SUBCONTRACTORS. THE GENERAL CONTRACTOR IS RESPONSIBLE TO PROPERLY DISSEMINATE WORK ON ALL SHEETS AND COORDINATE WITH EVERY SUBCONTRACTOR IN ORDER TO PROVIDE A COMPLETE PROJECT.
5. PROTECT ALL EQUIPMENT AND FINISHES, NEW AND EXISTING FROM DUST DEBRIS AND DAMAGE. FINAL CLEAN-UP SHALL BE PERFORMED TO PROVIDE A CLEAN, DUST FREE ENVIRONMENT TO THE OWNER. REFER TO MANUFACTURER'S SPECIFICATIONS FOR EQUIPMENT INSTALLATION REQUIREMENTS.
6. EQUIPMENT, PIPING, AND DUCTWORK LAYOUTS ARE SCHEMATIC IN NATURE. CONTRACTOR MUST ADJUST TO FIELD CONDITIONS AND COORDINATE WITH OTHER TRADES DURING CONSTRUCTION BY ADDING OFFSETS AND ELBOWS WHERE REQUIRED. PRIOR TO INSTALLATION, THE ENGINEER MUST APPROVE ALL PROPOSED MODIFICATIONS TO DUCTWORK LAYOUT AND DESIGN.
7. ALL DUCTWORK SHALL BE INSULATED PER SPECIFICATIONS.
8. DUCT SIZES LISTED ARE "FREE AREA" AND SHALL NOT BE REDUCED. INCREASE DUCT SIZES AS REQUIRED TO ACCOUNT FOR LINING.
9. ALL MATERIALS INSTALLED WITHIN PLENUM SHALL HAVE A FLAME SPREAD RATING OF NOT MORE THAN 25 AND A DEVELOPED SMOKE RATING NOT EXCEEDING 50 IN ACCORDANCE WITH STATE CODES.
10. COORDINATE EXACT LOCATION OF CEILING DIFFUSERS AND GRILLES WITH LIGHTS AND ARCHITECTURAL REFLECTED CEILING PLAN.
11. FLEXIBLE DUCT SHALL BE USED, WHERE INDICATED, FOR STRAIGHT LINE SEGMENTS NOT EXCEEDING 5 FEET WHEN CONNECTING DIFFUSERS TO RIGID DUCTWORK ABOVE A REMOVABLE CEILING. USE RIGID METAL ELBOWS FOR CHANGES IN DIRECTION.
12. CONTRACTOR SHALL PROVIDE ALL EQUIPMENT, MATERIAL AND LABOR REQUIRED FOR CORE DRILLING AS REQUIRED FOR INSTALLATION OF PIPING PENETRATING BUILDING CONSTRUCTION.
13. REFERENCE ARCHITECTURAL DRAWINGS FOR ALL DIMENSIONS, TYPICAL.
14. CONTRACTOR TO PROVIDE ALL FIRE AND/OR SMOKE DAMPERS AND ACCESS DOORS FOR DUCTWORK AND FIRE CAULKING FOR PIPING THAT PENETRATES ALL FIRE RATED WALLS, CEILINGS AND FLOORS.
15. MECHANICAL CONTRACTOR TO PROVIDE AND INSTALL SMOKE DETECTORS IN RETURN DUCTS. COORDINATE WITH ELECTRICAL CONTRACTOR. ELECTRICAL IS TO PROVIDE WIRING AND HOOKUP.
16. PROVIDE TESTING, ADJUSTING, AND BALANCING OF ALL MECHANICAL SYSTEMS IN ACCORDANCE WITH SPECIFICATIONS. FINAL REPORT SHALL BE PROVIDED TO OWNER & ENGINEER.
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Mechanical Legend

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Renovation Work for :
INSPIRATION MINISTRIES, INC.

Kendallville Supportive Graduate Housing

112 S. Main Street
Kendallville, IN 46755

INSPIRATION



MARTIN RILEY
architects+engineers

221 West Baker Street
Fort Wayne, Indiana 46802
pho 260.422.7994
fax 260.426.2067



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| DRAWN BY: | EB | REVIEWED BY: | JUN |
| COMMISSION NUMBER: | F21019 | DATE: | 2024-06-27 |

M103

MECHANICAL PLAN - THIRD FLOOR



GENERAL NOTES:

1. INSULATION "R" VALUES OF PRODUCT INSTALLED, OPERATING AT 75 DEG F. MEAN TEMPERATURE AS OUTLINED ASTM C-518, C-177 THERMAL CONDUCTIVITY.
2. ALL THICKNESS, DENSITY, AND "R" FACTOR SHALL BE AS INDICATED OR REQUIRED BY ASHRAE 90.1.
3. USE DUCT LINER FOR EXPOSED DUCT WHEREVER INSULATION MAY BE SUBJECT TO PHYSICAL DAMAGE.

SCHEDULE OF HVAC SYSTEMS

MECHANICAL PIPE MATERIALS SCHEDULE

MECHANICAL - GRILLES & DIFFUSERS SCHEDULE

MECHANICAL - CABINET HEATER SCHEDULE

MECHANICAL - EXHAUST FAN SCHEDULE

MECHANICAL - GRAVITY VENTILATOR SCHEDULE

MECHANICAL - CONDENSING UNIT SCHEDULE

MECHANICAL - FAN COIL SCHEDULE

Renovation Work for :

112 S. Main Street



MARTIN RILEY
architects • engineers

221 West Baker Street
Fort Wayne, Indiana 46802



ALL IDEAS, DESIGNS, ARRANGEMENTS AND PLANS INDICATED OR REPRESENTED BY THIS DRAWING ARE OWNED BY, AND THE PROPERTY OF, MARTIN MULLER, AND HAVE BEEN CREATED, ENJOINED, AND DEVELOPED FOR USE ON, AND IN CONNECTION WITH, THIS SPECIFIC PROJECT. NONE OF THE IDEAS, DESIGNS, ARRANGEMENTS OR PLANS SHALL BE USED BY OR DISCLOSED TO ANY OTHER FIRM OR CORPORATION FOR ANY PURPOSE WHATSOEVER WITHOUT THE WRITTEN PERMISSION OF MARTIN MULLER. IN ADDITION, DIMENSIONS ON THESE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALE DIMENSIONS. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS DOCUMENT MUST BE NOTIFIED OF ANY VARIATION FROM THE DRAWING PRIOR TO PROCEEDING WITH THE WORK. ALL REQUESTS FOR CHANGES MUST BE SUBMITTED TO THE ARCHITECT FOR THE LIMITED PURPOSE OF CHECKING FOR CONFORMANCE WITH INFORMATION GIVEN AND THE DESIGN CONCEPT EXPRESSED IN CONTRACT DOCUMENTS BEFORE PROCEEDING WITH FABRICATION.

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| REVISION: | DATE: |
| 1 Addendum 1 | 2024-07-15 |

DRAWN BY: EB
COMMISSION NUMBER: F21019

REVIEWED BY: JJN
DATE: 2024-06-27

M301

MECHANICAL SCHEDULES & DETAILS

PRE-BID ATTENDEE LIST

Inspiration Ministries
Kendallville Supportive Graduate Housing

The following individuals have registered their attendance at the Pre-Bid held at 10:00 AM local time,
Friday, July 12th, 2024 at 112 South Main Street, Kendallville, Indiana.

Lisa Gulick
(printed name)

Martin Riley
(firm/company)

BZW
(printed name)

(firm/company)

Lisa M Gulick
(signature)
260 422 7924
lgulick@martin-riley.com
(phone, fax & e-mail)

Kyle Peters
(signature)
kyle@bzwmasterpainters.com
(phone, fax & e-mail)

JEFF TRISER & JOSHUA Kucharski
(printed name)

HAMILTON HUNTER BUILDERS
(firm/company)

(signature)
260 341 7027
(phone, fax & e-mail)

Zach Spitz
(printed name)

Service Mechanical
(firm/company)

Zach Spitz
(signature)
260 205-9208
AL@servmech.com
(phone, fax & e-mail)

Joel Barker
(printed name)

Shawnee Construction
(firm/company)

Joel Barker
(signature)
jbarker@shawneeconstruction.com
(phone, fax & e-mail)

Ron Swangin
(printed name)

I.O. Mory INC
(firm/company)

Ron Swangin
(signature)
RonSwangin@IOMory.com
(phone, fax & e-mail)

Lucas Preston

(printed name)

JO Mory

(firm/company)

Chad Sheets

(printed name)

JO MARY

(firm/company)

Jason Andrews

(printed name)

Current Fire Protection

(firm/company)

Eric Tyler

(printed name)

Schenkel Const. Inc

(firm/company)

Steve Torrez

(printed name)

Big C Lumber, Inc

(firm/company)

MIKE MOREY

(printed name)

SHAMBAUGH + SON FIRE

(firm/company)

Tim Marshall

(printed name)

T&T P/B + Htg Inc

(firm/company)

Travis Worman

(printed name)

Henderson Const.

(firm/company)



(signature)

(260) 336-2418 Lucas.preston@jomory.com

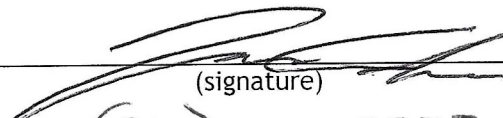
(phone, fax & e-mail)

Chad Sheets

(signature)

260-760-8154

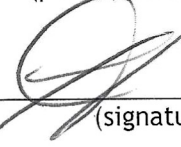
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(signature)

(260) 615-7837

(phone, fax & e-mail)



(signature)

etyler@schbuild.com

(phone, fax & e-mail)

Steve P. Torrez

(signature)

260 446-5264 SteveT2bigclumber.com

(phone, fax & e-mail)



(signature)

260-417-0625 mmorey@shambaugh.com

(phone, fax & e-mail)

Tim Marshall

(signature)

260-410-3280 Tim@TT-Ph.com

(phone, fax & e-mail)



(signature)

(260) 750-2945 TravisWorman@gmail.com

(phone, fax & e-mail)

Brett Henderson

(printed name)

Henderson Const

(firm/company)

Steve Shatter

(printed name)

Michael Kunder & Sons

(firm/company)

Ron W. HASTI II

(printed name)

WC BORCHERT

(firm/company)

Calvin Colter

(printed name)

WC Borchert

(firm/company)

Patrick Ruck

(printed name)

R3A

(firm/company)

(printed name)

(firm/company)

(printed name)

(firm/company)

(printed name)

(firm/company)

Brett

(signature)

Kennedy@hendersonconstruction.com

(phone, fax & e-mail)

Steve Shatter

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309-268-6312

Shatter@kunderandsons.com

(phone, fax & e-mail)

Ron W. HASTI II

(signature)

Ron Websons.NET

(phone, fax & e-mail)

Calvin R. Colter

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Calvin@webson.net

760-485-3912

(phone, fax & e-mail)

Patrick Ruck

(signature)

patrick@resin3a.org

(phone, fax & e-mail)

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(phone, fax & e-mail)

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(phone, fax & e-mail)



Pre-Bid Conference Guide

For Construction Projects
funded wholly or partially by the
Community Development Block Grant
Program.

Grant Services Division
One North Capitol, Suite 600
Indianapolis, Indiana 46204

800-824-2476

Revised November 2023

PRE-BID CONFERENCE GUIDE

GENERAL INFORMATION

- The Grantee must receive a “Release of Funds” letter from OCRA before awarding any construction contracts.
- Prior to contract award, prime contractors must be actively registered in SAM.gov. Alternatively, provide documentation from SAM.gov that registration has been initiated. A copy of the applicable wage decision and the Federal Labor Standards Provisions (HUD-4010) must be physically attached to the contract that the grantee signs with the Prime contractor. The HUD-4010 must be included with all subcontractor contracts.
- The principal contractor (prime or general contractor) is responsible for the full compliance of all employers (the contractor, subcontractors, and any lower-tier subcontractors) with labor standards provisions applicable to the project. If the contractor or any subcontractor fails to comply with all applicable regulations, funds shall be withheld from the prime contractor until all requirements have been met.
- The Build America Buy America Act applies to all infrastructure projects. Under the Buy America Preference, the selected contractor is responsible to procure iron and steel, construction and manufacture materials produced in the United States.
- This project is subject to all federal and state laws, regulations and guidelines pertaining to public works projects in Indiana.

LABOR STANDARDS

1. The grantee may not enter into a contract with any contractor or subcontractor that has been debarred, suspended or is otherwise ineligible to participate in federally funded contracts or programs. The Grant Administrator must verify the eligibility status of all contractors before work is performed on this project. Any contract awarded to a prime contractor or subcontractor that is found to be ineligible for award will be terminated immediately. *HUD Handbook 1344.1 REV-3, (Ch. 5-5).*

Workers must receive hourly fringe benefits and/or a cash equivalent for all hours worked, including overtime. For workers that perform work in excess of 40 hours, all contractors and subcontractors must pay workers time and one half of the base wage rates listed on the wage decision for all hours worked over 40. Fringe benefits are to be paid straight time.

2. The Copeland Anti-Kickback Act makes it a Federal crime for contractors and subcontractors to coerce or intimidate any laborer or mechanic to relinquish or give up or pay back any of their wages earned on this project. This Act also requires the submission of weekly certified payroll reports (CPR) and signed statements of compliance and regulated permissible payroll deductions (Contractors Guide to Prevailing Wage Requirements, Section 1-1).
3. Payroll records must be kept for at least three years after grant closeout.
4. Payments made by a contractor to an employee must be verifiable. Payments may not be made with an I.O.U., equipment, or any other form of barter.
5. All contractors and subcontractors must submit signed weekly certified payroll reports (CPR) to the Grantee through the Grant Administrator within seven days after regular payment date of the payroll period. Certified payroll reports will be labeled with “initial” and “final” as appropriate. Best practice: label each certified payroll report in succession.
6. No contractor or subcontractor shall employ workers on this project under the age of 16.
7. Contractors and subcontractors are not permitted to make payroll deductions which are contrary to state and federal law.

DAVIS-BACON REQUIREMENTS

Wages/Worker Classifications

All contractors and subcontractors must pay their workers no less than the hourly wages listed on federal wage determination for each classification of work performed on this project. In addition, if the applicable wage determination contains an hourly fringe benefit amount, the worker must receive benefits equal to that amount or a cash equivalent. All workers must be paid, in full, at least once a week. These requirements apply to salaried workers employed on this project engaged in physical or manual construction labor. It is the responsibility of the general contractor to clearly communicate all labor standards and Davis-Bacon requirements to all subcontractors employed on this project. All workers must be paid at an hourly rate for the type of work performed.

Only the classifications listed in the applicable wage determination or apprentices may be used on this project. Helpers or trainees may not perform work or services on this project. Laborers are not permitted to perform any skilled work which falls under the classification of another trade. For example, a laborer may not perform any electrical, carpentry, plumbing, sheet metal, etc. work on this project. If an employee performs more than one classification per week on this project, that employee should be listed twice showing the division of work on separate lines of the payroll.

All contractors and subcontractors having questions regarding the classification of workers shall direct their inquiries to the Grant Administrator.

Fringe Benefits

Contractors and subcontractors must submit documentation to the Grantee through the Grant Administrator to verify the type and the amounts paid into a bona fide fringe benefit program. The following are examples of bona fide fringe benefit plans:

- 1) Health, life, dental, vision or other similar insurance premiums paid by the employer;
- 2) Pension or retirement contributions *made by the employer* into a plan recognized by the Internal Revenue Service;
- 3) Expenses of certain recognized training programs;
- 4) Vacation and holiday pay may be considered as long as the employee would receive any unused amounts at termination of employment.

NOTE: Payroll deductions required by law (e.g., social security, worker's compensation, unemployment insurance, Federal/State/Local taxes, etc.) are not considered fringe benefits under Davis-Bacon law.

The following are NOT eligible bona fide fringe benefits:

- 1) Travel time;
- 2) Bonus payments;
- 3) Use of company tools or equipment;
- 4) Use of company vehicle;
- 5) Uniforms or safety shoes
- 6) Union Dues; Contributions into industry campaigns, marketing or advancement;
- 7) Substance Abuse Testing/Training programs

Independent subcontractors and self-employed owners are considered to be subcontractors of the Prime contractor. They are subject to the same requirements as are all subcontractors. Independent subcontractors and self-employed owners must submit a Certified Payroll Report or be listed on another contractors' weekly payroll following the documentation guidelines as referenced by DOL, WHD-347.

If the contractor or its subcontractors do not pay the proper hourly rate and fringe benefit on this project, the grantee shall withhold a necessary amount from the prime contractor until restitution is made. The prime contractor may be held liable for liquidated damages if its workers or those of subcontractors on this project are not paid the proper hourly wage and benefit.

Apprentices

Contractors and subcontractors may use and classify workers on this project as apprentices provided that the workers are duly registered and certified in a bona fide apprenticeship program recognized by the U.S. Department of Labor, Bureau of Apprenticeship and Training or State Approved Apprenticeship Program. If a contractor or subcontractor intends to utilize apprentices on this project, they must provide documentation to the Grant Administrator to verify the certification of the employee in an approved Apprenticeship Program. Certification must be provided before the apprentice is permitted to work on the job site. Contractors and subcontractors may not exceed the ratio of apprentices to journeymen as established by the apprenticeship program. Apprentices performing work on project site without proper ratio for supervision will be compensated at full journeymen wage complying with the Davis-Bacon Prevailing Wage classification. Contractors must also provide wage and fringe information for various levels of apprenticeship.

On-site Interviews

The Grant Administrator, a representative from the U. S. Department of Labor, a representative of the U. S. Department of Housing and Urban Development and a representative of OCRA shall be permitted to visit the job site and interview workers employed on this project. A Record of Employee Interviews must be maintained in the project file. Employee interviews are to be conducted in person any deviation will require written approval from OCRA or Grant Services per project.

SECTION 3

Section 3 of the Housing and Urban Development Act of 1968 provides that to the greatest extent feasible, contractors and subcontractors should make training and employment opportunities available to Section 3 Residents and Businesses when creating new positions to work on federally assisted projects. "Greatest Extent Feasible" means that contractors must make every effort to recruit, target and direct economic opportunities to Section 3 residents and businesses.

Section 3 residents include Low and Very Low-Income level persons. HUD sets the low-income limit at 80% and very low-income limit at 50% of the median family income for counties and metropolitan areas across the country. A Section 3 Business is one that is owned by Section 3 residents, employs Section 3 residents or subcontracts with businesses that provide opportunities to low and very low-income persons.

Prior to start of construction, the Civil Rights/Section 3 Officer must place Section 3 Posters, providing the type and location of the project, and contact information where Section 3 residents and businesses may request additional information regarding Section 3 opportunities at the nearest Work One Office, (find location and contact person at www.in.gov/dwd/WorkOne/). The 11 x 14 Posters may be sent to Work One via electronic mail if desired. Posters should also be placed in local government offices, Post Office, Library, public housing developments or such other public place that Section 3 residents may have the opportunity to observe the Posters.

The Civil Rights/Section 3 Officer must maintain a list of names and contact information of persons who express an interest in obtaining employment or subcontracts under Section 3 guidelines and provide that information to the prime contractor or any subcontractors working on the federally assisted project as jobs, training or subcontracting opportunities become available.

The prime contractor and any known subcontractors subject to Section 3 must provide a list of current employees to the Civil Rights/Section 3 Officer at the Pre-construction Conference. When the work called for in their contract is complete, each of these contractors and subcontractors are required to submit a Section 3 Compliance Report together with a list of employees at completion of their contract. The beginning list and ending list will be used to determine whether any new employees were hired during the performance of their contract.

The prime contractor and any subcontractors who work on the project must place the appropriate job vacancy on Indiana Career Connect (ICC) at www.indianacareerconnect.com/. In addition, all contractors and subcontractors will search ICC for candidates that meet the requirements of the position and contact the appropriate regional Work One contact person to coordinate with the regional provider to help fill open positions. When the vacant position is filled, it is the responsibility of the Civil Rights/Section 3 Officer and/or the contractor or subcontractor

to advise Indiana Career Connect that the position is no longer available. Contractors are required to give first consideration to any Section 3 residents or Businesses for new positions, training, or subcontracting opportunities. Section 3 residents or businesses are not guaranteed employment or contracting opportunities under Section 3. Section 3 residents must demonstrate that they meet the qualifications for new employment opportunities created as a result of the federally assisted project. Section 3 business concerns must submit evidence to the satisfaction of the party awarding the contract to demonstrate that they are responsible firms and have the ability to perform successfully under the terms and conditions of the proposed contract.

In all instances where new positions are being created, the contractor must document the results of any Section 3 residents contacted regarding the position and the results of that contact. To ensure compliance with this federal regulation, all contractors and subcontractors (whose contract amount exceeds \$100,000) must complete a Section 3 Compliance Report when work on the project called for in their contract is complete. Any documentation regarding contacts or consideration of Section 3 applicants must be maintained by the contractor and provided to the Civil Rights/Section 3 Officer with the Compliance Report.

BUY AMERICA PREFERENCE

The Build America Buy America Act provides, to the greatest extent possible, for early coordination with engineers/architects to incorporate products that meet Buy America Preference in the design phase of infrastructure projects.

All contractors who receive federal financial assistance for an infrastructure project which includes construction, alterations, or repairs are subject to the BABA unless a waiver is in place. The Buy America Preference (BAP) requires the use of iron and steel, construction materials and manufactured goods produced in the United States.

Bidders must provide cost estimates based on the most current American made products available. It is the responsibility of the grantee to ensure that BABA requirements are included in bid advertisements. *Form 17: Sample Invitation for Bid Publication* has been updated to reflect Buy America Preference requirements. The Buy America Preference must be included in all subawards, contracts, and purchase orders for the work performed, or products supplied under an OCRA award.

OTHER FEDERAL REQUIREMENTS

Title VI of the Civil Rights Act of 1964 states that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Title VII of the Civil Rights Act of 1964 prohibits discrimination in hiring, promotion and other employment practices on the basis of race, color, religion, sex, or national origin.

Section 109 of the Housing and Urban Development Act of 1974 prohibits discrimination on the basis of race, color, national origin, disability, age, religion and sex within Community Development Block Grant programs or activities.

Title III of the Americans with Disabilities Act prohibits discrimination based on "disability" by requiring that places of public accommodation be readily accessible to and useable by persons with disabilities.

The Architectural Barriers Act of 1968 requires that a project meet at least the minimum requirements of accessibility. A Certificate of Accessibility must be provided to the Grantee with a copy to OCRA on or before the completion of the project.

Section 504 of the Rehabilitation Act of 1974 states that a contractor or subcontractor may not discriminate against an otherwise qualified individual from participating in or enjoying the benefits of this project as a result of a physical handicap.

Executive Order 11063 provides that no person on the basis of race, color, religion, sex, or national origin, shall be discriminated against in federal housing assistance, including lending assistance.

Executive Order 11246 as amended by Executive Order 11375 provides that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin in any phase of employment on federally assisted construction contracts.

All contractors and subcontractors **awarded a federal contract or subcontract in excess of \$50,000.00 and having more than 50 employees** must have an Affirmative Action Plan established in writing and on file in its place of business. Failure to have an Affirmative Action Program may result in sanctions established under section 209(a) of Executive Order 11246. This regulation is enforced by the Office of Federal Construction Contract Compliance, and additional information may be found at www.dol.gov/ofccp or at 1-800-397-6251. The Indiana office is located at 46 East Ohio Street, Suite 419, Indianapolis, Indiana 46204 and phone number is 317-226-5680.

Other laws enforced by the U. S. Equal Employment Opportunity Commission (EEOC) may be found at www.eeoc.gov/policy/laws.html.

OTHER RESPONSIBILITIES WHEN PARTICIPATING IN A FEDERALLY FUNDED PROJECT

- A) The State of Indiana has established a Minority/ Women Owned Business Enterprise goal of 10% and Veteran Owned Small Business goal of 3% of the grant amount. Documentation of reasonable efforts to meet this goal must be maintained in the grantee's project files.
- B) The contractor must display the following posters on the project job site in a location assessable to all employees. Posters may be obtained from the Grant Administrator.
 - Equal Employment Opportunity is The Law
 - Fair Housing Poster
 - Safety and Health Protection on the Job
 - Notice to All Employees working on Federally Financed Construction Projects
 - Employee Polygraph Protection Act
- C) A copy of the applicable wage decision assigned to the project must also be posted at the job site.

A Piece of the American Dream

What is Section 3?

Section 3 of the Housing and Urban Development Act of 1968 requires that economic opportunities generated by certain HUD financially assisted housing and community development programs shall, to the greatest extent feasible, be given to low and very low-income persons, particularly those who are recipients of government assistance for housing, and to businesses that provide economic opportunities for these persons.

Who is responsible for Section 3 Compliance?

Every community who receives financial assistance from HUD for Community Development projects and all of their contractors and subcontractors are responsible to offer any new training, employment or contracting opportunities to Section 3 or Section 3 businesses.

Who are Section 3 residents?

Public housing residents including persons with disabilities and Low or very-low income persons who live in the area where a HUD assisted project is located.

What is a Section 3 business?

A business owned by or employs Section 3 residents or subcontracts with businesses which employ Section 3 residents.

What Opportunities are available under Section 3?

- Jobs and Employment opportunities.
- Training and Educational opportunities.
- Contracts and Business opportunities.

Current federally assisted projects in this area subject to Section 3 requirements:

| | |
|---------------------------------------|------------------|
| Recovery Housing Construction Project | Kendallville, IN |
| Type of Project | Location |
| | |
| Type of Project | Location |

For additional information contact:

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|--------------------------------|
| Patrick Rorick |
| Grantee or Grant Administrator |
| 260-347-4714 |
| Contact Information |

Office of Community and Rural Affairs
One North Capitol, Suite 600
Indianapolis, Indiana 46204
1-800-824-2476

INSPIRATION

ADDENDUM 1 : 2024-07-15

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