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## **HCCSC Salamonie HVAC Replacement and Renovation**

**Project #** 2024.0002

**10-08-2024**

### **ADDENDUM NO. 01**

This addendum is issued as a supplement to the plans and specifications and shall be considered an integral part of the same. Acknowledgement of receipt of this addendum is required on the Bid Form.

**Item:** A-1.1

**Location:** General

**Description:** Incorporate the Pre-Bid Meeting Minutes held 09-27-2024 and issued 09-30-2024 into the contract documents.

## **HCCSC SALAMONIE SCHOOL HVAC REPLACEMENT AND RENOVATION** **Pre-Bid Meeting Minutes**

**Project #** 2024.0002

**September 27, 2024**

**Minutes Issued: 09/30/2024**

**Location: Salamonie School, Warren, IN**

### **Those Present:**

Terry Thornsbury	Viridian Architectural Design	<a href="mailto:terry@viridian-design.net">terry@viridian-design.net</a>
Nate Fast	Viridian Architectural Design	<a href="mailto:nate@viridian-design.net">nate@viridian-design.net</a>
Steve Baker	SCO	<a href="mailto:sjbaker@sco-llc.com">sjbaker@sco-llc.com</a>
Jim Miller	SCO	<a href="mailto:jmiller@sco-llc.com">jmiller@sco-llc.com</a>
Larry Arnett	A Hattersley & Sons	<a href="mailto:larnett@ahattersley.com">larnett@ahattersley.com</a>
Brian Fenning	Freije Engineered Solutions	<a href="mailto:bfenning@fes-co.com">bfenning@fes-co.com</a>
Eric Pepple	Current Mechanical	<a href="mailto:kdwolford@currenthvac.com">kdwolford@currenthvac.com</a>
Robb Fultz	ACB General Contractor	
Dan Schenkel	SCI Schenkel Construction	<a href="mailto:dschenkel@scibuild.com">dschenkel@scibuild.com</a>

**See sign in sheet for additional attendees- Attached**

### **ITEMS DISCUSSED:**

1. Sign-in Sheet was made available and all attendees were asked to sign in.
2. Introductions were made of the Design Team Personnel.
3. The project is a public bid project, and the Indiana Common wage Act (Section 007375), applies to the project, see the requirements listed in the specifications.
4. There are a few checklists in the documents for the contractor to verify that all items are submitted. Section 004393 Bid Submittal covers items to be included in the bid submission, and 007400 Contractor Checklist covers items needed to execute the contract.
5. The project is tax exempt. There is a 5% Bid Bond and 100% Performance and Payment Bond.
6. There is a Contingency Allowance (Section 012100) that is to be included in the base bid.
7. There are Alternates (Section 012300) that are to be included on the bid sheet.
8. HCCSC Salamonie is a **NO** tobacco campus to include all cigarettes, chewing tobacco, e-cigarettes, etc.
9. Bidders were allowed to inspect the site following the Pre-Bid. Contractors may contact Richard Hertel [RHertel@hccsc.k12.in.us](mailto:RHertel@hccsc.k12.in.us) for additional access to the site.
10. Construction for submittals will start as soon as the project is awarded, by November 2024.

11. The project has a Substantial Completion deadline of November, 2025.
12. Drawings and specification books can be ordered / picked up at Eastern Engineering in Fort Wayne (1239 Wells Street, Fort Wayne, IN, P: 800-782-4115). Bidders must purchase drawings from Eastern Engineering in order to be on Bidder List and Receive addenda updates. Complete hard copy sets can be purchased for a \$400 refundable deposit. Sets may be returned that are complete, reasonably clean, and free of pen / pencil or highlighter marks within 10 days from Bid date.
13. All questions and requests for substitutions shall be submitted to Nate Fast via email ([nate@viridian-design.net](mailto:nate@viridian-design.net)) no later than 12 noon Monday, October 7, 2024 for consideration.
14. HCCSC schools will be receiving sealed Bids for the Salamonie HVAC Replacement and Renovation project up until 11:00 am on Monday, October 14, 2024 at the Salamonie School 1063 E 900 S, Warren, IN 46792. Bid opening will be immediately after.

#### Comments / Questions at the Prebid Meeting

1. The availability of another walk through of the building may occur the week of October 1<sup>st</sup>, arrangements must be made through Richard Hertel.
2. A commissioning agent is already on the team.
3. Phase III may start as early as February 2025, Phase I prior to the Summer and Phase II over the Summer. Alternates, if accepted, may be worked into the schedule and must be complete by November 2025.
4. Terry commented that the most likely Alternate to be accepted is number 5. If Alternate 5 is taken independently of other Alternates, the existing HVAC system is only to be shut off and abandoned in place.
5. Alternate 1, 2 or 4 can be taken independently of others. If Alternate 3 is accepted, it must include Alternate 1 and 2. Alternate 6 will only be accepted if Alternate 3 is accepted. Terry stated that Contractors need to do their best to be competitive, but these alternates are what the Owner wants to include for budgeting purposes.
6. Phases 1-3 HVAC system replacement throughout the building is the Base Bid and primary focus of the project.
7. Steve commented that it is not the expectation of the Contractor to search out and dig up all underground piping, but to do demolition within reason of the project requirements.
8. Under the Alternates, some of the existing controls will remain if those Alternates are not taken.
9. New building controls graphics and integration shall be provided by Two-cubed Solutions, no substitutions.
10. Steve clarified that the scope of work intended for HVAC is to take all units off of steam and demo steam piping.

Any revisions to these minutes, please notify the undersigned.

Respectfully submitted,

A handwritten signature in black ink that reads "NFast". The letters are stylized and connected, with a long horizontal stroke extending from the end of the word.

Nate Fast, Architect  
Viridian Architectural Design, Inc.

PROJECT: HCCSC – HNHS – Ceiling, Lights, PA, Piping Systems Replacement

DATE: September 10, 2024

**SIGN-IN SHEET**

**PLEASE PRINT CLEARLY. PLEASE LEAVE A BUSINESS CARD, IF AVAILABLE.**

PRESENT	NAME	COMPANY	E-MAIL
✓	Terry Thornsbury	Viridian	terry@viridian-design.net
✓	Nate Fast	Viridian	nate@viridian-design.net
	John Trout	HCCSC	JTrout@hccsc.k12.in.us
	Chuck Brimbury	HCCSC	CRbrimbury@hccsc.k12.in.us
	Christina Linker	HCCSC	CLinker@hccsc.k12.in.us
	Rich Hertel	HCCSC	RHertel@hccsc.k12.in.us
	Ken Dunn	ERI	ken@eri.consulting
✓	Steve Baker	SCO	sibaker@sco-llc.com
✓	Jim Miller	SCO	jmillersco-llc.com
	LARRY ARNETT	A. HARTWEG & SONS	LARNETT@AHARTWEGTY.COM
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	<del>DAVID SCHENKEL</del>	3	
	DAVID FULTZ	ADS	
	DON SCHENKEL	SCI Schenkel Construction	DSCHENKEL@SCIBUILD.COM