

ADDENDUM THREE

**2025 Roofing Work at Sand Creek Elementary for:
Jennings County School Corporation**
34 W Main Street
North Vernon, Indiana 47265

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

Commission No.: F24088
Addendum Date: January 07, 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 contracts sets of drawings and specifications.

Receipt: Addendum Number Three shall be acknowledged by Bidders on their Bid Form.

CLARIFICATIONS:

Bids are due at Jennings County School Corporation’s Administration Building, located at 34 West Main Street, at 1:00pm, Wednesday, January 8th, 2025. This was incorrect on the pre-bid meeting minutes and has been updated to the correct date and time see attached Prebid meeting minutes.

CHANGES TO THE SPECIFICATIONS:

N/A

CHANGES TO THE DRAWINGS:

N/A

END OF ADDENDUM NUMBER THREE

Attachments:
PreBid Meeting Minutes

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PREBID MEETING MINUTES

Project: 2025 Roofing Work at Sand Creek Elementary for:
Jennings County School Corporation

Meeting Date: December 12, 2024
Commission No: F24088

I. Design Team Introduction:

1. Philip Marsh, Business Manager - Ph: 812-346-4483 x1028, pmarsh@jcsc.org
2. Roy Herr, Director of Buildings & Grounds - Ph: 812-352-1921, rherr@jcsc.org
3. Craig Lee, Director of Maintenance - Ph: 812-346-4483 x1049, craiglee@jcsc.org
4. Clarence White, Project Manager, **MARTINRILEY architects•engineers** - Ph: 260-422-7994
 - a. Office: 260-203-2312
 - b. Cell: 260-445-7332
 - c. Email: CWhite@Martin-Riley.com

II. Scope of Work:

The Scope of roofing work includes roof projects identified as Project R-1

PROJECT R-1

1. Base Work R-1:

- a. **Sand Creek Elementary:** The removal of the existing fully adhered flexible sheet roof system down to the deck on roof area <5A> and <5B> and replacement with new 90 mil flexible sheet roof system, as identified on the contract documents for Sand Creek Elementary School

III. Units prices

1. Unit Prices are specific to this project and are included on the Contractor's Bid Supplement to Form 96.

IV. Timeline

1. Address all questions to **MARTINRILEY** by 5pm Friday, January 3rd, 2025 in order to fairly disseminate all information to all bidders in the Addendum date of issuance of Monday, January 6th, 2025. **Be certain all questions have been asked, as the submission of bids by the contractor suggests there are no questions regarding ambiguity and we are submitting bids that will result in a complete project. Failure to do so will result in contractor's compliance with the Owner or Architects interpretation, at no contract increase.**
2. Bids are due at Jennings County School Corporation's Administration Building, located at 34 West Main Street, at the following dates/times.
 - a. Project R-1 – Bids are Due at 1:00pm, Wednesday, January 8th, 2025
3. Bids will be opened and read immediately after submission of proposals at the Administration Building conference room.

4. Board approval will occur within 60 days of bid opening, and a notice to proceed with pre-contractual documents and submittals/shop drawings thereafter.
 - a. Expectation is that Board review will take place January 24, 2025.
5. It is the intent of the owner to have work start after May 23, 2025 and have work completed prior to August 5, 2025

V. Additional items

1. Bidders may obtain bidding documents from Eastern Engineering, 9901 Allisonville Rd, Fishers, IN 317-598-0661.
2. The owner reserves the right to accept or reject any and all bids and to waive any informalities in bidding.
3. Questions relating to the project should be directed to Clarence White, at the office of **MARTINRILEY architects-engineers**
4. All bids shall be accompanied by the following completed documents:
 - a. Form 96 (Current Edition) as prescribed by Indiana State Board of Accounts
 - b. Contractor's Bid Supplement to Form 96
 - c. 5% Bid bond
 - d. Cert of Insurance
 - e. List of Subcontractors (if any)
 - f. Non-Collusion Affidavit
 - g. Schedule of Construction and Material Procurement
5. Performance Bond and Labor and Material Payment bond will be required for these projects in an amount equal to **100%** of the contract sum.
6. Abide by rules and regulations on each project site identified in the project manual
7. A Pre-construction Conference will be held prior to any commencement of work.
8. Contractor shall file a schedule of the wages to be paid laborers, workmen or mechanics on this project
9. General Conditions shall be AIA Document A201, 2007 Edition, entitled, "General Conditions of the Contract for Construction" included within the Project Manual
10. Insurance guidelines are outlined in the project manual – see AIA Document A101 – 2017 Exhibit A – Insurance and Bonds.
11. Refer to Payment Procedures in the project manual for all application for payment requirements
12. Shop drawing submittal procedures are clearly identified in the project manual
13. The owner intends to continue to occupy the site and existing building the entire construction period
14. The Contractor will have limited use of premises, including the site. Keep all driveways and entrances clear. Do not use these areas for parking or material storage.
15. Any damage to building or site incurred due to the roofing operations are the responsibility of the Contractor to repair back to the original condition.
16. See section 01 1000 – Summary of Work for work sequence.
17. See section 01 2100 – Allowances for contingency allowances to be included in Base Work Bids.
 - a. Project R-1: \$15,000
18. Refer to section 01 7000 - Closeout Procedures for submission for final application for payment with releases and supporting documentation. As part of these closeout procedures the contractor is responsible to generate a punch list and submit it to the architect prior to **MARTINRILEY** generating a punch list.
19. It will be the Contractor's responsibility to photograph or videotape any existing conditions of adjoining construction and site improvements that might be misconstrued as damage caused by selective demolition operations.

20. It will be the Contractor's responsibility to provide temporary barricades and/or forms of protection to protect Owner's personnel and general public from injury due to selective demolition work.
21. Contractor is also responsible for daily interior inspections to verify the presence of water infiltration (if any), need for interior clean-up.
22. Water and electricity are available for the contractor to use at the Owners discretion. Toilet and wash facilities are the responsibility of the contractor see section 01 5000 - Temporary Facilities and Controls in the project manual
23. It shall be the responsibility of the Contractor to verify the presence and location of latent buried objects within a roofing system. Contractor shall repair any damage to buried elements as a result of the removal operations at the cost of the Owner. Any succeeding occurrences of identical events shall be the responsibility of the Contractor to repair at his own cost.
24. Electrical equipment to be raised shall be completed by the Contractor with electrical disconnect and reconnect performed by qualified personnel.
25. No illegal immigrants or individuals with felony convictions are allowed to work on premises. Prior to start of work provide owner with a certified background check of all workers on site including subcontractors who will be vendors. The owner reserves the right to refuse any person access to the site they deem unsafe to students and staff.

VI. Review Drawings

1. Drawings for Project R-1