

ARCHITECT'S ADDENDUM

ADDENDUM NUMBER: 001

DATE: 11/04/2015

RE: City Hall Conference Room Remodel

PREPARED BY: Michael Perez

Cordogan, Clark & Associates

CCA Project No.: 14381

To: Prospective Bidders

Subject: Addendum No. 001 to the Construction Documents for the **City Hall Conference Room Remodel**.

This Addendum forms a part of the Construction Documents and modifies the original Construction Documents, dated 10/18/2015. Acknowledge receipt of this Addendum in space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

THE FOLLOWING ITEMS ARE TO BE INCLUDED IN THE PROPOSAL.

CLARIFICATIONS TO THE SPECIFICATIONS:

- Section 00410 BID FORM, ADD to paragraph 1.08.C:
"Alternate 2 – HVAC VRF SYSTEM

ALTERNATE \$ _____ add / deduct",

Refer to attached revised Section 00410 BID FORM.

- Section 004323 ALTERNATES FORM, ADD to paragraph 1.4:

"B. Alternate No. 2, HVAC VRF System

1. ADD ___ DEDUCT ___ NO CHANGE ___ NOT APPLICABLE ___.

2. _____ Dollars (\$ _____).

3. ADD ___ DEDUCT ___ calendar days to adjust the Contract Time for this alternate."

Refer to attached revised Section 004323 ALTERNATES FORM.

- Section 012100 ALLOWANCES, ADD to paragraph 3.3:

"B. Allowance No. 2: Lump-Sum Allowance: Include the sum of \$5,000.00 for unforeseen scope of work for all trades.

1. This allowance includes material cost, receiving, handling, and installation, and Contractor overhead and profit."

Refer to attached revised Section 012100 ALLOWANCES.

- Section 012300 ALTERNATES, ADD to paragraph 3.1:

"B. Alternate No. 2, HVAC VRF System

1. Base Bid: Provide a stand-alone space sensor with an associated zone damper.
2. Alternate: Provide a multizone VRF heat pump system with 48 MBH condensing unit, (3) 9 MBH ceiling cassettes, and (1) 15 MBH ceiling cassette. Refer to sheet M1.1 for more information. Install heat pump per manufacturer's recommendations. Install cassettes in centers of rooms. Provide a manual damper at each existing supply main. Provide (4) diffusers with 6" neck and connect to existing main ductwork. Install one diffuser each room.
- 3 Any new circuits needed can be derived from existing spare circuit breakers in the breaker panel in the electric closet next to the display case on the south side of the Board Room. Provide compliant branch circuits and hook-ups to the Duct-Free Split System components indicated on M1.1. Derive new circuits needed from new breakers installed into spares circuit locations in the existing panelboard indicated above. Verify existing running loads and balance new loads with old.
- 4 Provide 2 roof curbs per detail 5/A2.1 @ 4'-0" in length. Patch existing roof as required."

Refer to attached revised Section 012300 ALTERNATES.

CLARIFICATIONS TO THE DRAWINGS:

Drawing 1/A1.1: (refer to attached revised drawing)

- CHANGE keyed note "5" to "13" at door between Ex. Conf RM and Ex Clerks Office.
- CHANGE keyed note "11" to 5" at door from hallway to Ex. Clerks Office.
- CHANGE keyed note "10" to "11" at door to Ex. Office 202.
- ADD keyed note "14" to Ex. Office 201 door.
- ADD keyed note "12" to Ex. Office 202 wall adjacent to corridor where new pass-through window is to be installed.
- ADD Demolition Keyed Note "12" to read as follows: "Demo & prep wall to accommodate new pass-through window."
- ADD Demolition Keyed Note "13" to read as follows: "Remove existing door and hardware in its entirety, salvage door to be re-used for door A201."

- ADD Demolition Keyed Note "14" to read as follows: "Remove existing door and hardware in its entirety, alvage door to be re-used for door A202."

Drawing 2/A1.1:

- ADD keyed note "4" to all rooms.

Drawing 1/A2.1: (refer to attached revised drawing)

- ADD Temporary partitions to corridors around door A200, demo of door to existing clerks office, and new pass-through window and door A203.
- ADD partition tag "A" to infill where demoed door to existing clerks office was located.
- ADD Keyed not "19" to door A201.
- CHANGE Construction keyed note "11" to read as follows: "Salvaged door from Ex. Office 202."
- CHANGE Construction keyed note "16" to read as follows: "Salvaged door from Ex. Office 201."
- ADD Construction keyed note "19" to read as follows: "Salvaged door from Ex. Conf. Rm. 200."
- ADD Construction keyed note "20" to read as follows: "Provide temporary partitions to separate work areas from using agency-occupied areas, to prevent penetration of dust and moisture into agency-occupied areas, and to prevent damage to existing materials and equipment, maintain minimum exiting requirements."
- ADD Typ Ceiling Detail 4.

Drawing M1.1:

- Drawing has been revised to show existing ductwork, connection of new diffusers to existing ductwork, zone dampers, and replacement of existing exhaust fan.
- Alternate 02 information has been added to sheet M1.1.

Drawing E1.1:

- Any new circuits needed can be derived from existing spare circuit breakers in the breaker panel in the electric closet next to the display case on the south side of the Board Room.
- Alternate 02: provide compliant branch circuits and hook-ups to the Duct-Free Split System components indicated on M1.1. Derive new circuits needed from new breakers installed into spares circuit locations in the existing panelboard indicated above. Verify existing running loads and balance new loads with old.

CLARIFICATIONS TO BIDDER QUESTIONS:

1. Q: *Is there a project cost estimate available?*
A: The estimate of construction cost is under \$85,000, excluding alternates.
2. Q: *Sheet A1.1 Demo Note 11: Where this door is being removed, are we to infill wall with gypsum assembly? Also the door and hardware are called out to be re-used at Door A203; the the hand/swing of door is opposite, please clarify.*

A: Yes, infill the wall with partition type "A" assembly. The door and frame to the to the existing clerks office (from hallway) is meant to be demoed in its entirety. Refer to revised Sheet A1.1.

3. Q. *Sheet A2.1 Keyed note 15 calls for new pass thru window. Do modifications to wall need to be made to accommodate new window?*
A. Yes, demo wall as required to for installation of new window. Add support framing as required by manufacturer. Refer to revised Sheet A2.1.
4. Q. *Sheet A1.1 shows demolition of 12x12 perforated metal ceiling and frame in rooms 200 and Ex Clerks Office. Sheet A2.1 Note 4 calls for New Ceiling in all areas. Is there ceiling removal in existing rooms 201, 202. Amd 203?*
A. Yes, all 12x12 perforated metal ceiling is to be removed in rooms listed in project scope. Refer to revised Sheet A1.1.
5. Q. *Sheet A3.1 Furniture Keyed Note 1; do we provide and install the "Compact Mobile Storage" or is this Owner provided?*
A. Compact Mobile Storage will be contractor provided, and contractor installed.
6. Q. *Mechanical plans do not show the mains that we are disconnecting the existing ducts from and attaching new to. Will there be a decent view of duct above ceiling at the walk thru? From drawings we are unable to figure out the intent to create the separate zones. Could existing Main be shown, and are there existing drawings available?*
A. Existing ductwork has been shown. Refer to sheet M1.1.
7. Q. *Where the is the main supply duct located that we will be able to tap into for the new zones designated on the drawings?*
A. Refer to sheet M1.1.
8. Q. *There are no existing returns in the space; are new returns just transfers to the ceiling space? If so, do we need any duct on top of new returns to eliminate sound transfer?*
A. Existing return is located at exterior walls. Transfer boot to be provided on new return. Refer to sheet M1.1.
9. Q. *Workroom 202 does not have a new zone thermostat shown, so it must be fed from on of the other three proposed zones; which zone would you like it fed from?*
A. Workroom 202 to be zoned with adjacent office. Refer to sheet M1.1.
10. Q. *What is the height from existing ceiling to the deck at the area where the new beam supports are to be installed?*
A. The height from floor to floor is approx. 10'-5".
11. Q. *Are we required to build any temporary partitions or dust partitions?*
A. Yes, refer to revised drawing 1/A2.1 for locations.
12. Q. *Can we get a copy of the sign in sheet from the pre-bid meeting?*
A. Yes, refer to the attached sign in sheet.

13. Q. *Do you have a start date and end date for this project?*
 A. December 14, 2015 start, and substantial completion date of February 17, 2016.
14. Q. *Will there be another bid coming out for the collaboration tools for the new conference room (projectors, screens, displays, video conferencing)?*
 A. No, collaboration tools are by owner.
15. Q. *Does the City do their own voice data cabling? On drawing E1.1 under general notes #8 it states; "Data and voice cable shall be pulled by owner." Please confirm no voice data bid is required.*
 A. Yes, the city does their own voice data cabling.
16. Q. *Regarding the spec 096816 Sheet Carpeting; has the owner/architect made a selection on the style of carpet? They do list some characteristics for what they want but they do not name a specific carpet. Please clarify?*
 A. Carpet Spec is performance base and patterns and colors have not been selected.
17. Q. *What will the finish height of the drop ceiling be?*
 A. Approximately 8'-9" (current ceiling is approximately 8'-10").
18. Q. *What will our access be to offices for beam installation? Will we be able to work during normal business hours? Will the area be cleared or will we be required to move any of the owner's contents?*
 A. Beam installation work will be required to be completed after business hours and or on Saturdays, coordinate with owner. Area will not be cleared, contractor to cover and protect contents in the space.
19. Q. *Will we be able to place a dumpster on South Water Street near rear entrance?*
 A. Yes, coordinate final location with owner.
20. Q. *On Sheet A1.1 detail 1, the door on the wall between room 202 and 203 (key note 10) states the door is to remain but the wall is being removed. What is the intent with this door? Also is there a door change for new office A201?*
 A. The door to existing A202 office is to be salvaged and reused as the door to A203 (from the hallway). The door to Ex Office 201 is to be salvaged and reused for the new Work Room 202. The door between Ex Clerks office, and Ex Conf. Rm 200 is to be salvaged and reused at New Office 201. Refer to revised Sheet A1.1.
21. Q. *In the print it shows the furniture and equipment is supplied by the owner, are contractors responsible for installing/assembling?*
 A. No.
22. Q. *Does the Mobile Storage System have to be Bradford?*
 A. No, Bradford was basis of design, submit all substitutions to architect prior to bid date.
23. Q. *What flooring is to be installed in Work Room 202?*
 A. Carpet as specified.

24. Q. *For the "Total Security Window" what level; 1, 2, or 3 is to be figured for this window?*

A. Provide Level 1 window.

25. Q. *Is there roofing work to be done on the project?*

A. Yes, refer to detail 5/A2.1.

ATTACHMENTS: Pre-Bid Sign in Sheet; Revised Sheets A1.1, A2.1, M1.1.

END OF ADDENDUM NO. 01

Sign In Sheet
Mandatory Pre-Site Meeting
City Hall Conference Room Remodel

Wednesday, October 28, 2015 at 10:00 am

PLEASE PRINT ALL INFORMATION CLEARLY AND LEGIBLY

Company Name	Representative Name	Phone Number	Email
R.C. WEGMAN CONST	TERRY SEWERS	630-844-3000	terryse@rcwegman.com
NEW WORLD CONST.	Edward Fectvey	630 2d 6851	NewWorldHomes@SbcGlobal.net
YOUNGKENS	CHUCK LANGR	630-897-5248	chuck@youngkensinc.com
LS BODD CONST	SCOTT FAGERE	630-554-8511	LSBODD174@YAHOO.COM
R.L. SCHOL General	BEN BERTANE	P 815-436-1177 F 815-439-9677	BBertane@RLSchol.com
GMA CONSTRUCTION GROUP	JOEL ZAMBONINO	773-988-8515	jzambonino@griggsandmitchell.com
GREITER'S MECHANICAL SERVICES	DAVE GREITER	630-553-7840	greiters.mail@sbcglobal.net
Lite Construction Inc	Jason Campbell	630 896 7220	jasonc@liteconstruction.com
Applied Controls	Randy Bachman	630-836-9440	rbachman@acichicago.com

Sign In Sheet
Mandatory Pre-Site Meeting
City Hall Conference Room Remodel

Wednesday, October 28, 2015 at 10:00 am

PLEASE PRINT ALL INFORMATION CLEARLY AND LEGIBLY

Company Name	Representative Name	Phone Number	Email
Restoration Techs Inc	John Hargreave	630-973-6466	John@RestorationTechs.com
BRADFORD SYSTEMS	BOB FANELLO	847-344-9807	bob@bradfordsystems.com
Bradford Systems	Jon Tsakopoulos	815-677-2930	Jon@bradfordsystems.com
RESTORATION TECHS	PATRICK KACKERT	630-461-5268	patrick@restorationtechs.com
Douglas Floor Covering	Zach Douglas	630-892-8620	zach@douglasflooring.com
KSKIAN	JIM BRUDNICKI	(630) 554-3336	JIM@KSKIAN.COM
ENVISION G.C.	MIKE SMOROW	708-529-0359	Msmorow@envisioncontractors.com
CMM GROUP, INC	MICHAEL BERGIN	708-251-5910	bids@cmmgroupinc.com
KANDU CONTS.	JAMES KANDU	847-456-4026	JAMESKANDU@YAHOO.COM

BIDDING REQUIREMENTS

Document 00410 – Bid Form

Bid No. 15-37

CITY HALL CONFERENCE ROOM REMODEL

44 E. Downer Pl., Aurora, IL 60505

SUBMITTED BY: _____

SUBMITTED TO: CITY OF AURORA, ILLINOIS

1.01 The undersigned BIDDER proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Contract Documents to complete all Work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the Contract Documents.

1.02 BIDDER accepts all of the terms and conditions of the Information for Bidders, including without limitation those dealing with the disposition of Bid Security. This Bid will remain open for sixty days after the day of Bid opening. BIDDER will sign the Agreement and submit the Contract Security and other documents required by the Contract Documents within fifteen days after the date of OWNER's Notice of Award.

1.03 In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:

A. BIDDER has examined copies of all the Contract Documents and of the following addenda:

Date	Number
_____	_____
_____	_____
_____	_____
_____	_____

(receipt of all of which is hereby acknowledged) and also copies of Document 00120 - Advertisement for Bids and Document 00200 -Instructions to Bidders.

B. BIDDER has examined the site and locality where the Work is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations)

and the conditions affecting cost, progress or performance of the Work and has made such independent investigations as BIDDER deems necessary.

1.04 The OWNER requires all BIDDERS to make the following certification as a part of their bids:

- A. "In conjunction with this bid or any other bid for a public contract within the State of Illinois, the BIDDER warrants and certifies that the BIDDER has not violated the Bid Rigging Statute (720 ILCS 5/33 E-3), within the last five (5) years, and has not violated the Bid Rotating Statute 720 ILCS 5/33 E-4 at any time."
- B. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; BIDDER has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or a corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for himself any advantage over any other Bidder or over OWNER.

1.05 By submission of the bid, each Bidder certifies, and in the case of a joint Bid each party thereto certifies as to his own organization, that in connection with the Bid:

- A. The prices in the Bid have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other Bidder or with any competitor;
- B. Unless otherwise required by law, the prices which have been quoted in the Bid have not knowingly been disclosed by the Bidder, prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- C. No attempt has been made or will be made by the Bidder to induce any other person or firm to submit or not to submit a bid for the purpose of restricting competition.

1.06 Each person signing the Bid shall certify that:

- A. He or she is the person in the Bidder's organization responsible within that organization for the decision as to the prices being bid and that he or she has not participated, and will not participate, in any action contrary to 1.05.A through 1.05.C above; or
- B. He or she is not the person in the Bidder's organization responsible within that organization for the decision as to the prices being bid but that he or she has been authorized to act as agent for the persons responsible for such decision in certifying that such persons have not participated, and will not participate, in any action contrary to 1.05.A through 1.05.C above, and as their agent shall so certify; and shall

also certify that he or she has not participated, and will not participate, in any action contrary to 1.05.A through 1.05.C above.

1.07 The BIDDER proposes to accept as full payment for the construction work specified herein the amount computed below based on the following unit price and lump sum amounts. The BIDDER agrees that the unit price and lump sum amounts represent a true measure of the labor and materials required to perform the Work, including all allowances for overhead and profit for each type and unit of work called for on these Contract Documents. The amounts shall be shown in figures.

1.08 BIDDER will complete the Work for the following price(s):

A. BASE PROPOSAL: In accordance with Drawings and Specifications for general contract including all divisions of work as indicated in Work Included in the Specifications for General and as shown in the drawings.

REMODEL	\$ _____
ALLOWANCE #1	\$ <u>1,500.00</u>
ALLOWANCE #2	\$ <u>5,000.00</u>

TOTAL BASE BID \$ _____

(written) _____

B. Calendar Days: In accordance with the Instructions to Bidders, Contractor to indicate the number of calendar days to complete the project.

_____ days

C. SCHEDULE OF ALTERNATES:

Alternate 1 – HVAC CONTROLS

\$ _____ add / deduct

Alternate 2 – HVAC VRF SYSTEM

\$ _____ add / deduct

1.09 BASIS OF CONTRACT AWARD:

- A. The CITY reserves the right to determine the low base bid based on the base bid only.
- B. ALTERNATE BID ITEMS: Furthermore, the CITY reserves the right to determine the low bid based on any alternate bids and is not required to award the Contract based on the base bid only.

1.10 NOTES:

- A. BIDDER agrees that the Work will be substantially completed and completed on or before the dates or within the number of calendar days indicated in the Agreement.
- B. BIDDER accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work on time.
- C. The BIDDER acknowledges that the Owner may accept any or all of the listed alternative Items and any of the sub-sections on the Bid Schedule.

1.11 The following documents are attached to and made a condition of this Bid:

- A. Invitation to Bid
- B. Bidder's Certification
- C. Bidder's Tax Certification
- D. Apprenticeship or Training Program Certification and Current Letter from Certificate Holders
- E. Instructions to Bidders
- F. Bid Proposal Form
- G. Alternates Form
- H. Bidder's References
- I. Vendor Application Packet
- J. Kane County Prevailing Wage Schedule
- K. Specifications for Bid
- L. Drawings for Bid

1.12 Communications concerning this Bid shall be addressed to:

The address of BIDDER indicated in Article 1.13 below
OR
To the following address: (Circle one)

1.13 The terms used in this Bid which are defined in the General Conditions of the Construction Contract included as part of the Contract Documents have the meanings assigned to them in the General Conditions or as modified in the Supplementary Conditions.

SUBMITTED on _____, 20__.

1.14 If BIDDER IS:

A. AN INDIVIDUAL

By _____ (SEAL)
Individual's Signature)

(Individual's Name)
doing business as _____

Business address: _____

Phone No.: _____

B. A PARTNERSHIP

By _____ (SEAL)
(Firm Name)

(Signature of General Partner)

(Name of General Partner)

Business address: _____

Phone No.: _____

C. A CORPORATION

By _____
(Corporation name)

(State of Incorporation)

By _____
(Signature of person authorized to sign)

(Name and title of person authorized to sign)

(Corporate Seal)

Attest _____
(Signature of Secretary)

(Name of Secretary)

Business address: _____

Phone No.: _____

D. A JOINT VENTURE

By _____
(Signature)

(Name)

(Address)

(Telephone No.)

By _____
(Signature)

(Name)

(Address)

(Telephone No.)

(Each joint venturer must sign. The manner of signing for each individual, partnership and corporation that is a party to the joint venture should be in the manner indicated above).

END OF DOCUMENT

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DOCUMENT 004323 - ALTERNATES FORM

1.1 BID INFORMATION

- A. Bidder: _____.
- A. Project Name: City Hall Conference Room Remodel
- B. Project Location: 44 E. Downer Place, Aurora, IL.
- C. Owner: City of Aurora, IL.
- D. Owner Project Number: 15-37
- E. Architect: Cordogan Clark & Associates, Inc.
- F. Architect Project Number: 14381

1.2 BID FORM SUPPLEMENT

- A. This form is required to be attached to the Bid Form.

1.3 DESCRIPTION

- A. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment.
 - 1. Cost-Plus-Fee Contract: Alternate price given below includes adjustment to Contractor's Fee.
- B. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE."
- C. If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."
- D. The Bidder shall be responsible for determining from the Contract Documents the affects of each alternate on the Contract Time and the Contract Sum.
- E. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within 60 days of the Notice of Award unless otherwise indicated in the Contract Documents.
- F. Acceptance or non-acceptance of any alternates by the Owner shall have no affect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.

1.4 SCHEDULE OF ALTERNATES

A. Alternate No. 1, HVAC Controls

1. ADD ___ DEDUCT ___ NO CHANGE ___ NOT APPLICABLE ___.
2. _____ Dollars (\$_____).
3. ADD ___ DEDUCT ___ calendar days to adjust the Contract Time for this alternate.

B. Alternate No. 2, HVAC VRF System

1. ADD ___ DEDUCT ___ NO CHANGE ___ NOT APPLICABLE ___.
2. _____ Dollars (\$_____).
3. ADD ___ DEDUCT ___ calendar days to adjust the Contract Time for this alternate.

1.5 SUBMISSION OF BID SUPPLEMENT

- A. Respectfully submitted this ___ day of _____, 2015.
- B. Submitted By: _____ (Name of bidding firm or corporation).
- C. Authorized Signature: _____ (Handwritten signature).
- D. Signed By: _____ (Type or print name).
- E. Title: _____ (Owner/Partner/President/Vice President).

END OF DOCUMENT 004323

SECTION 012100 - ALLOWANCES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements governing allowances.
- B. Types of allowances include the following:
 - 1. Lump-sum allowances.

1.2 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise Architect of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.
- B. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by Architect from the designated supplier.

1.3 ACTION SUBMITTALS

- A. Submit proposals for purchase of products or systems included in allowances, in the form specified for Change Orders.

1.4 INFORMATIONAL SUBMITTALS

- A. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.
- B. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.
- C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.5 COORDINATION

- A. Coordinate allowance items with other portions of the Work. Furnish templates as required to coordinate installation.

1.6 LUMP-SUM ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by Architect under allowance and shall include freight and delivery to Project site.
- B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials selected by Architect under allowance shall be included as part of the Contract Sum and not part of the allowance.
- C. Unused Materials: Return unused materials purchased under an allowance to manufacturer or supplier for credit to Owner, after installation has been completed and accepted.
 - 1. If requested by Architect, retain and prepare unused material for storage by Owner. Deliver unused material to Owner's storage space as directed.

1.7 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.
 - 1. Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order.
- B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.
 - 1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of work has changed from what could have been foreseen from information in the Contract Documents.
 - 2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

- A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

- A. Allowance No. 1: Lump-Sum Allowance: Include the sum of \$1,500 for interior signage. Signage shall be per the owner's standards and be coordinated on site during construction.
 - 1. This allowance includes material cost, receiving, handling, and installation, and Contractor overhead and profit.

- B. Allowance No. 2: Lump-Sum Allowance: Include the sum of \$5,000.00 for unforeseen scope of work for all trades.
 - 1. This allowance includes material cost, installation cost, delivery, insurance, overhead and profit.

END OF SECTION 012100

SECTION 012300 - ALTERNATES

PART 1 - GENERAL

1.1 SUMMARY

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

1.2 DEFINITIONS

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

1.3 PROCEDURES

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

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

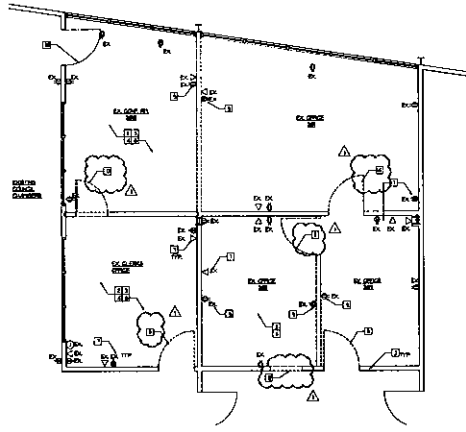
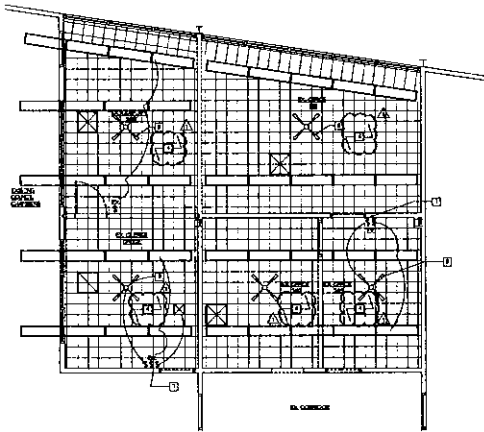
A. Alternate No. 1, HVAC Controls

1. Base Bid: Provide a stand-alone space sensor with an associated zone damper.
2. Alternate: Connect zone dampers and space sensors to the existing BAS (Johnson Controls Metasys). Zone dampers shall modulate open and closed to maintain space temperature setpoint.

B. Alternate No. 2, HVAC VRF System

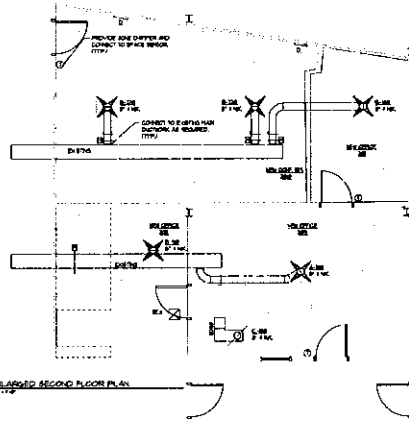
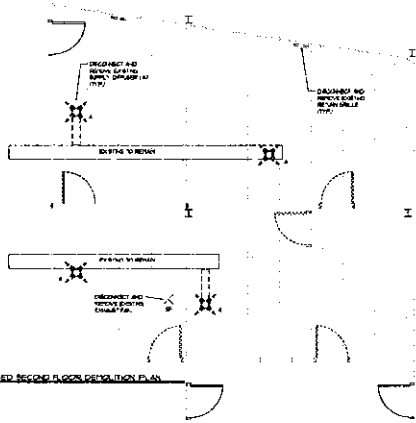
1. Base Bid: Provide a stand-alone space sensor with an associated zone damper.
2. Alternate: Provide a multizone VRF heat pump system with 48 MBH condensing unit, (3) 9 MBH ceiling cassettes, and (1) 15 MBH ceiling cassette. Refer to sheet M1.1 for more information. Install heat pump per manufacturer's recommendations. Install cassettes in centers of rooms. Provide a manual damper at each existing supply main. Provide (4) diffusers with 6" neck and connect to existing main ductwork. Install one diffuser in each room.
3. Any new circuits needed can be derived from existing spare circuit breakers in the breaker panel in the electric closet next to the display case on the south side of the Board Room. Provide compliant branch circuits and hook-ups to the Duct-Free Split System components indicated on M1.1. Derive new circuits needed from new breakers installed into spares circuit locations in the existing panelboard indicated above. Verify existing running loads and balance new loads with old.
4. Provide 2 roof curbs per detail 5/A2.1 @ 4'-0" in length. Patch existing roof as required.

END OF SECTION 012300



- DEMOLITION KEYED NOTES**
- REMOVE EXISTING WALL IN 178 SW CORNER HOLDING DOOR IN EXISTING WALL. KEEP ALL EXISTING DOOR FROM FLOOR. PLACE WALL IN POSITION OF REMOVED WALL AND EXISTING WALL TO REMAIN.
 - REMOVE EXISTING WALL TO EXPOSE NEW PART TO FLOOR. REMOVE EXISTING DOOR FROM WALL. REMOVE EXISTING WALL TO EXPOSE DOOR FROM FLOOR. REMOVE EXISTING WALL TO EXPOSE DOOR FROM FLOOR. REMOVE EXISTING WALL TO EXPOSE DOOR FROM FLOOR.
 - REMOVE EXISTING ALUMINUM IN 178 SW CORNER, INCLUDING WALL BASE. REMOVE ALUMINUM AND WALL TO EXPOSE NEW DOOR FROM FLOOR. REMOVE EXISTING DOOR FROM FLOOR. REMOVE EXISTING DOOR FROM FLOOR.
 - REMOVE EXISTING 178 SW CORNER METAL CEILING AND PARTS IN ITS SW CORNER.
 - REMOVE EXISTING DOOR FRAME AND HANGERS IN ITS SW CORNER.
 - EXISTING 178 SW CORNER WALL REMAIN.
 - EXISTING ELECTRICAL FOUNDATION OF WIRING TO BE REMOVED. REFER TO ELECTRICAL DRAWING FOR NEW DEVICES.
 - REMOVE EXISTING FLOOR.
 - REMOVE EXISTING ELECTRICAL POWER IN A REFER TO ELECTRICAL DRAWING FOR NEW DEVICES.
 - EXISTING DOOR TO REMAIN. DOOR TO RECEIVE NEW HANGERS. REFER TO SPECIFICATIONS.
 - REMOVE EXISTING DOOR AND HANGERS IN ITS SW CORNER. SALVAGE DOOR TO BE RE-USED FOR DOOR CASE.
 - DOOR TO REMAIN. TO ACCOMMODATE NEW FLOOR FINISH DOOR.
 - REMOVE EXISTING DOOR AND HANGERS IN ITS SW CORNER. SALVAGE DOOR TO BE RE-USED FOR DOOR CASE.
 - REMOVE EXISTING DOOR AND HANGERS IN ITS SW CORNER. SALVAGE DOOR TO BE RE-USED FOR DOOR CASE.

- DEMOLITION GENERAL NOTES**
- ALL CONTRACTORS ARE RESPONSIBLE TO VISIT THE SITE TO DETERMINE THE EXTENT OF DEMOLITION AND ASSESS AS REQUIRED TO FULLY ACCOMPLISH THE WORK.
 - REFER TO ALL DRAWINGS FOR ALL EXTENT OF DEMOLITION WORK.
 - ALL THE NEW AND OLD LOCATION OF NEW WORK AND EQUIPMENT FOR THE EXISTING DRAWING WILL BE SHOWN. CONTRACTOR SHALL VERIFY THE LOCATION AS SHOWN. CONTRACTOR SHALL VERIFY THE LOCATION AS SHOWN. CONTRACTOR SHALL VERIFY THE LOCATION AS SHOWN.
 - CONTRACTOR SHALL VERIFY THE PRESENCE AND PLACE OF ALL EXISTING UTILITIES AND SHALL VERIFY THE PRESENCE AND PLACE OF ALL EXISTING UTILITIES AND SHALL VERIFY THE PRESENCE AND PLACE OF ALL EXISTING UTILITIES.
 - AFTER VERIFYING THE PRESENCE AND THE LOCATION OF ALL EXISTING UTILITIES AND SHALL VERIFY THE PRESENCE AND PLACE OF ALL EXISTING UTILITIES AND SHALL VERIFY THE PRESENCE AND PLACE OF ALL EXISTING UTILITIES.
 - ALL AREAS OF DEMOLITION, PACKING AND RETAIN ADJACENT AREAS AFFECTED BY WORK TO MATCH EXISTING CONDITIONS.



GENERAL MECHANICAL NOTES

1. IN THE EVENT OF FUTURE DRAMA AND ATTACHED MECHANICAL AND ELECTRICAL WORK, THE CONTRACTOR SHALL PROVIDE CLEARANCE AND ACCESS TO ALL MECHANICAL AND ELECTRICAL WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING MECHANICAL AND ELECTRICAL WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING MECHANICAL AND ELECTRICAL WORK.
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ROOM #	ROOM NAME / USE	AREA (SQ. FT.)	PEOPLE (EST.)	OP. PERSON	RA. PERSON	CODE REQUIRED	ACTUAL SUPPLY (CFM)	EXHAUST (CFM)	SYSTEM	NOTES
201	CONFERENCE	81	5	1	1	208	100	100	EXHAUST	
202	OFFICE	78	3	1	1	208	100	100	EXHAUST	
203	OFFICE	89	5	2	1	208	100	100	EXHAUST	

TAG	DESCRIPTION	NO. SIZE	MATERIAL	CRD	MODEL #	FRGR	NOTES
A	EXISTING TO BE REMOVED						
B	30" X 36" CEILING REGISTER	1	ALUM.	NO	3036	FRG	1
C	30" X 36" CEILING REGISTER	1	ALUM.	NO	3036	FRG	1
D	30" X 36" CEILING REGISTER	1	ALUM.	NO	3036	FRG	1

TAG	SERVICE	QTY	SIZE	NO.	DRIVE	VOLT.	MODEL #	FRGR	NOTES
1	EXHAUST FAN	1	14"	1	1/2"	115V	14E100	FRG	

TAG	COOLING (CFM)	HEATING (CFM)	ELECTRICAL (VOLT)	PCA	TRQP	MODEL #	FRGR
1	100	100	115V	1	1	14E100	FRG

ALTERNATE 02

SERVICE	INSULATION TYPE
MECHANICAL SUPPLY DUCT - LOW PRESS	R-10 DUCT LINER
MECHANICAL EXHAUST DUCT	R-10 DUCT LINER

1. EXHAUST FAN SHALL BE INSTALLED TO EXHAUST TO THE OUTSIDE. THE EXHAUST FAN SHALL BE INSTALLED TO EXHAUST TO THE OUTSIDE. THE EXHAUST FAN SHALL BE INSTALLED TO EXHAUST TO THE OUTSIDE.
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