

## ADDENDUM #ONE

**Date:** July 8, 2025  
**Project:** Ball State University Cooper Science Underground Detention  
**Schneider Job:** 17413  
**Ball State University Project Number:** 2025 – 017.00 CS  
**Distribute To:** All Bidders of record, Ball State University, and Schneider Geomatics

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### TO ALL BIDDERS OF RECORD:

The following Addendum indicates revisions, additions, and deletions from the original bid information, project manual, and construction drawings, dated **June 17, 2025**. This Addendum forms a part of these documents. Acknowledge receipt of this Addendum by inserting its number on your bid proposal form. Failure to do so may subject the bidder to disqualification.

GENERAL	
Item	DESCRIPTION
1	PRE-BID MEETING MINUTES – Please refer to attached meeting minutes.
2	BID OPENING REMINDER  The Trustees of Ball State University will receive sealed bids until 10:00 a.m. Eastern Daylight Time (EDT) on the 16 <sup>th</sup> day of July 2025 in the Purchasing Conference Room, Services & Stores Building, 3401 Tillotson Avenue, Muncie, IN 47306.

CONTRACTOR QUESTIONS	
Item	DESCRIPTION
1	<p>Question: I've had a testing company ask me if the contractor is indeed responsible for the soil testing and compaction testing. The reason being, as they stated, Ball State pays for testing on all their projects. The company in question stated they usually perform the testing for BSU. I thought I read in the contract documents that the contractor was responsible. Could you clarify?</p> <p>Response: In 01 40 00 Quality Requirements, remove 1.11 B. Owner will employ and pay for specified services of an independent firm to perform testing and inspection.</p>
2	<p>Question: I am emailing you with regards to the Ball State University Cooper Science Detention Project. I was looking at the ADS underground detention chamber system wondering if you can share the volume goals.</p> <p>Response: The system as designed has a total storage volume of 6752 cuft., which includes the bit of stone storage as well.</p>
3	<p>Question: Can you tell me if this project is tax exempt?</p> <p>Response: The project is tax exempt for all materials incorporated into or consumed during construction. See AIA A201-2017-3.6.3</p>

PROJECT MANUAL					
Item	Section	Page	Paragraph		DESCRIPTION
1	01 40 00 Quality Requirements	223	1.11 - Section B.		Removed 1.11 Testing and Inspections Services Section B.

DRAWINGS		
Item	Sheet No.	DESCRIPTION
1	C101	ADDITIONAL INFORMATION ADDED ON THE REMOVAL OF EXISTING STORM STRUCTURES AND PIPE MATERIAL.
2		
3		
4		

**END OF ADDENDUM #ONE**

**Ball State University**  
*Facilities Planning & Management*  
**Pre-Bid Conference**

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**AGENDA**

**Cooper Science Underground Detention**  
**Ball State University**  
**BSU Project No. 2025-017.01 CS**  
**June 26, 2025**

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**I. Project Team**

**A. Owner's Representative(s):**

Greg Graham,	Facilities Planning & Mgmt,	765-285-2828,	email: ggraham@bsu.edu
Robert Ramey,	Facilities Planning & Mgmt,	765-285-2835	email: reramey2@bsu.edu
Julie Allison,	Facilities Planning & Mgmt,	765-285-2822,	email: jallison@bsu.edu
June Sanders	Purchasing,	765-285-1548,	email: jasanders3@bsu.edu

**B. Consultant's Representative(s):**

Mike Wylie	Schneider Geomatics	765-237-5249	mwylie@schneidergeomatics.com
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**II. Contract Documents: Project Manual and Drawings.**

**A. Availability of Contract Documents.**

1. Contract Documents are available through the Purchasing Services.

**B. Interpretation of Contract Documents.**

1. All questions shall be emailed to Mike Wylie with Schneider Geomatics at the email addresses as indicated above.
2. Last day for questions (RFI's) shall be Thursday July 3, 2025.
  - a. Questions (RFI's) will be responded and returned by Tuesday July 8, 2025

**C. Addenda.**

**D. Substitutions.**

1. If there are substitution requests, these need to be requested pre-bid, for review and consideration. Substitutions will not be allowed post bid.

**III. Bidding Procedures.**

**A. Bidding Date:** Wednesday, July 16, 2025 @ 10:00 A.M. EDT

**Location:** Purchasing Conference Room  
Service & Stores Building  
3401 N. Tillotson Avenue  
Muncie, Indiana 47306

**B. Bidding Form and Other Documents.**

1. Indiana Form 96 (Revised 2013).
  - a. Fill out Part II., Section I. Experience Questionnaire
  - b. Fill out Part II., Section II. Plan and Equipment Questionnaire.
  - c. Attach Part II., Section III. Contractor's Financial Statement.
  - d. Fill out Part II., Section IV. Contractors Non – Collusion Affidavit
  - e. Fill out Part II., Section V. Oath and Affirmation

2. Bid Form Supplements, Document 00 43 00

Appendix A.

- (1) Receipt of Addenda
- (2) Project Completion

Appendix B. Alternatives,

Alternate No. 01: Schedule – Expedited Construction Schedule

- Appendix C. Unit Prices, Not Applicable
- Appendix D. Principal Subcontractors
- Appendix E. Supplementary General Construction Information
- Appendix F. Supplementary Mechanical Information, Not Applicable
- Appendix G. Supplementary Electrical Information, Not Applicable
- Appendix H. Supplementary Telecommunications Information, Not Applicable

3. Bid Security, Document 00 43 13.

- a. AIA Bid Bond, 2010 Edition, must be submitted with the Bid along with additional copies as required in the Project Manual.

4. Representations and Certifications, Document 00 45 00

- Appendix 1. Nondiscrimination Compliance Statement
- Appendix 2. Contractors Certification of Self Performance
- Appendix 3. Contractors Certification of Authorized Employment
- Appendix 4. Contractors Certification of Training Program Compliance
- Appendix 5. Drug Testing Plan
- Appendix 6. Contractors Certification of Pre-Qualification Compliance
- Appendix 7. Bidder's Check List

**IV. Scope of Project.**

A. Summary of Work.

- 1. The project involves the addition of a new underground detention system at the existing at-grade/dry stormwater detention basin to the East of Cooper Science.

B. Project Schedule.

- 1. Work shall commence July 23, 2025.
- 2. Work is to be Substantially Complete by September 30, 2025.

C. Access to Project Area.

D. Coordination with Other Projects.

E. Coordination with Owner Occupancy.

**V. Questions.**

**VI. Tour of Project Site.**

**End of Agenda**

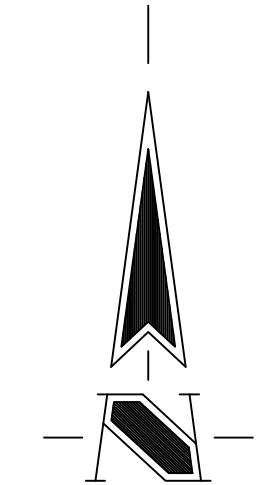
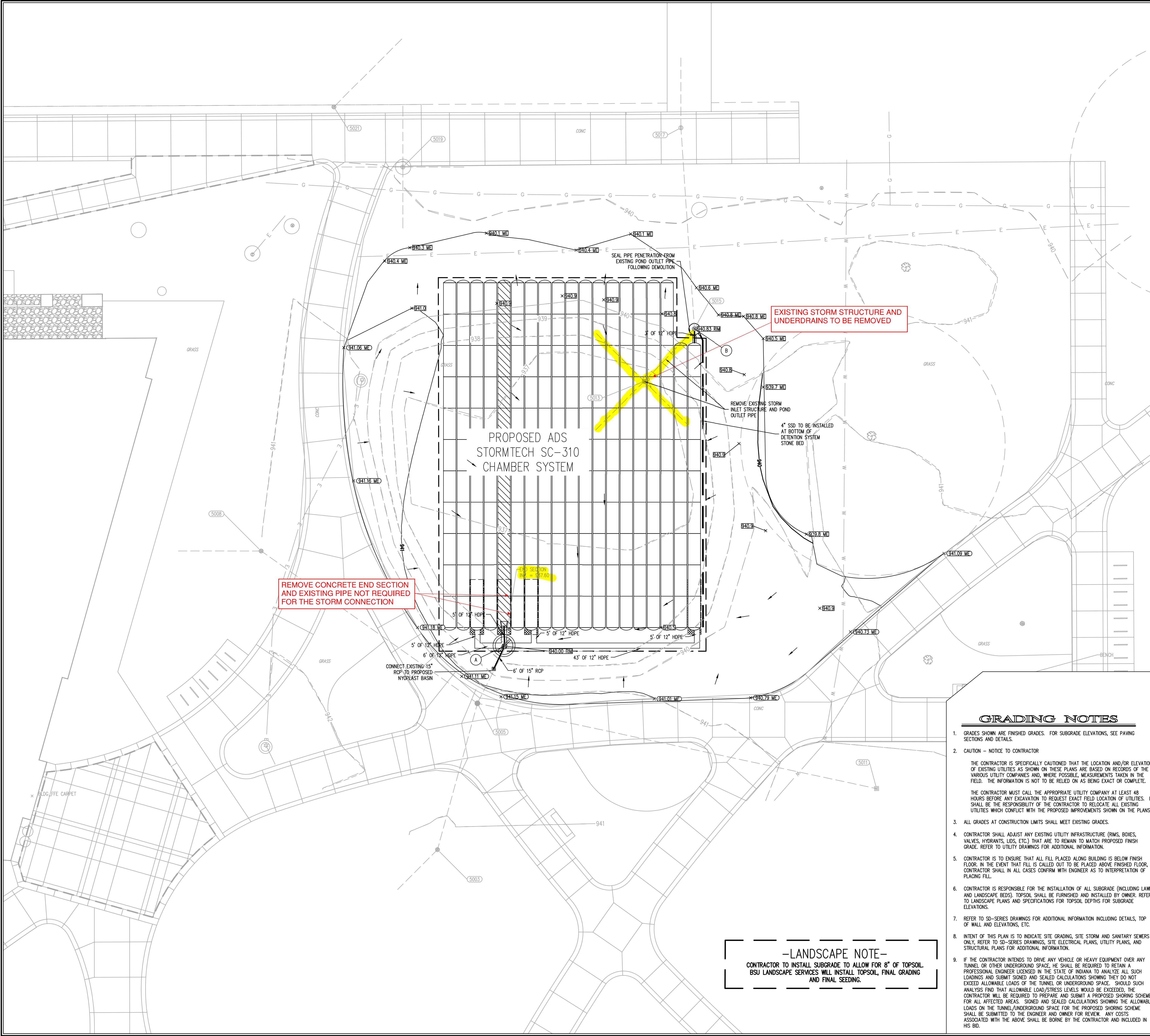
**Ball State University**  
*Facilities Planning & Management*  
 Pre-Bid Conference

**SIGN-IN SHEET**

Cooper Science Underground Detention  
 Ball State University  
 BSU Project No. 2025-017.01 CS  
 June 26, 2025

NAME	REPRESENTING	PHONE NUMBER	EMAIL ADDRESS
Cory Richardson	Blue River Environmental	872-225-4917	cory.richardson@brerinc.com
Brandon Robert	Purchasing	285-1538 765-701	cbrobert@bsu.edu
Chris Townsend	Townsend Excavating	765 730-4684	CJTown64@gmail.com
Paul Sternberg	BSU FPM	765-285-2823	pmsternberg@bsu.edu
Mike Wylie	Schneider	317.430.6944	mwylie@schneidercorp.com
Robert Pamey	BSU	317.27.2071	REPAMEY2@BSU.EDU





SCALE: 1" = 10'

### LEGEND

- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- PROPOSED CONTOUR
- EXISTING CONTOUR
- PROPOSED STORM SEWER
- PROPOSED YARD INLET STRUCTURE
- EXISTING OUTLET CONTROL STRUCTURE (EXISTING STRUCTURE AND INTERIOR WER WALL TO BE PROTECTED THROUGHOUT CONSTRUCTION)
- PAVEMENT GRADE
- ALL OTHER FINISH GRADES
- FLOW ARROWS
- EXISTING FENCE
- EXISTING UNDERGROUND ELECTRIC LINE (MAY BE ENCASED)
- EXISTING UNDERGROUND TELEPHONE
- EXISTING UNDERGROUND GAS LINE
- EXISTING UNDERGROUND WATER LINE
- EXISTING VALVE
- EXISTING CHILLED WATER SUPPLY LINE
- EXISTING CHILLED WATER RETURN LINE
- EXISTING HOT WATER RETURN LINE
- EXISTING HOT WATER SERVICE LINE
- EXISTING ACCESS COVER
- EXISTING HYDRANT
- EXISTING SIGNS
- EXISTING AREA LIGHT (REFER TO 3LE100 FOR ADDITIONAL INFORMATION)
- EXISTING CLEANOUT
- EXISTING DUCT BANK
- EXISTING TUNNEL

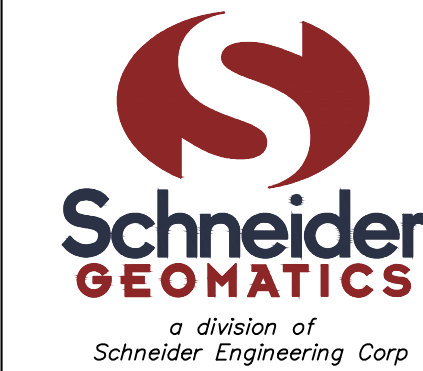
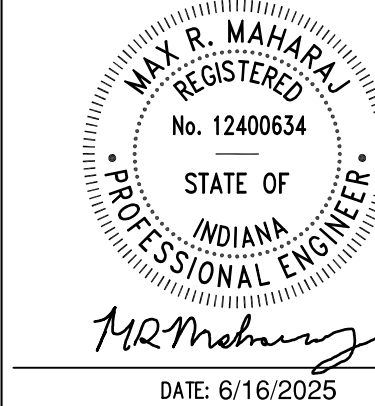
### GENERAL UTILITY NOTES

- ALL NECESSARY APPROVALS FROM AGENCIES GOVERNING THIS WORK SHALL BE SECURED BY THE CONTRACTOR IF THEY HAVE NOT BEEN PREVIOUSLY OBTAINED BY THE OWNER PRIOR TO BEGINNING WORK.
- THE SIZE AND LOCATION OF EXISTING UTILITIES SHOWN ARE PER INFORMATION PROVIDED BY THE RESPECTIVE UTILITY COMPANIES. ALL UTILITY COMPANIES SHALL BE NOTIFIED PRIOR TO ANY EXCAVATION FOR FIELD LOCATION OF SERVICES.
- IT SHALL BE THE RESPONSIBILITY OF EACH SUBCONTRACTOR TO VERIFY ALL EXISTING UTILITIES AND CONDITIONS AT LEAST 72 HOURS PRIOR TO THEIR PHASE OF WORK. IT SHALL ALSO BE THE SUBCONTRACTOR'S RESPONSIBILITY TO CONTACT THE OWNERS OF THE VARIOUS UTILITIES FOR PROPER STAKE LOCATION OF EACH UTILITY BEFORE WORK IS STARTED. THE SUBCONTRACTOR SHALL NOTIFY IN WRITING TO THE OWNER OR THE ENGINEER OF ANY CHANGES, OMISSIONS OR ERRORS FOUND ON THESE PLANS OR IN THE FIELD BEFORE WORK IS STARTED OR RESUMED.
- CONTRACTOR IS TO USE CAUTION WITH EXISTING UTILITIES AND TUNNELS WITHIN THE PROJECT LIMITS. CAUTION WORKING IN AND AROUND THESE UTILITIES AND TUNNELS, AS SOME MAY NOT BE REINFORCED FOR HEAVY EQUIPMENT. CONTRACTOR SHALL EXPOSE UTILITIES AS DIRECTED BY OWNER BY MEANS SUCH AS POT-HOLING OR VACUUM TRUCK IF CONCERN IS RAISED THROUGHOUT PROJECT.
- ALL NECESSARY INSPECTIONS AND CERTIFICATIONS REQUIRED BY CODES AND UTILITY OWNERS SHALL BE PAID FOR BY CONTRACTOR AND PERFORMED PRIOR TO COMPLETION OF WORK.
- ALL EASEMENTS WILL BE OBTAINED BY THE OWNER WITH ANY REQUIRED INSURANCE OR BONDS TO BE PROVIDED BY THE CONTRACTOR.
- CONTRACTOR SHALL REFER TO SPECIFICATIONS FOR ADDITIONAL INFORMATION.
- CONTRACTOR IS RESPONSIBLE FOR REPAIRS TO ANY EXISTING CONDITIONS DAMAGED DURING CONSTRUCTION, SUCH AS, BUT NOT LIMITED TO, DRAINAGE PATTERNS, UTILITIES, LIGHTING, PAVEMENT, SIDEWALKS, CURBS, STRIPS, ADJACENT BUILDINGS ETC. REPAIRS SHALL BE EQUAL TO EXISTING CONDITIONS.
- ALL CONSTRUCTION ACTIVITY ON THIS SITE TO BE PERFORMED IN COMPLIANCE WITH APPLICABLE O.S.H.A. STANDARDS FOR WORKER SAFETY.
- CONTRACTOR TO ENSURE THAT ALL LIFE SAFETY EQUIPMENT (E. FIRE HYDRANTS, FIRE DEPARTMENT CONNECTIONS, ETC.) REMAINS AVAILABLE AT ALL TIMES.
- CONTRACTOR SHALL PROTECT AND ADEQUATELY SUPPORT ALL EXISTING UTILITY LINES, POLES, TUNNELS AND STRUCTURES UNLESS OTHERWISE NOTED AND AS NECESSARY TO COMPLETE THE PROPOSED WORK.
- ALL UTILITIES, TUNNELS AND/OR SITE AMENITIES WHICH ARE DAMAGED DURING CONSTRUCTION SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE. CONTRACTOR SHALL CONTACT UTILITY COMPANY, ENGINEER OR OWNER IMMEDIATELY REGARDING ANY UTILITIES DISCOVERED THAT HAVE NOT BEEN IDENTIFIED ON PLANS.
- WHEREVER PROPRIETARY EQUIPMENT IS SPECIFIED, "OR APPROVED EQUAL" IS INFERRED.
- TRENCHES UNDER PAVED AREAS (INCLUDING SIDEWALKS AND BIKE TRAILS) SHALL BE BACKFILLED WITH GRANULAR MATERIAL OR FLOWABLE FILL WHERE SPECIFICALLY INDICATED.
- INSTALLATION OF OR PROVISIONS FOR THE INSTALLATION OF ALL UNDERGROUND UTILITIES, INCLUDING SLEEVES, SERVICE LATERALS, TO BE PLACED UNDER THE PAVEMENT SHALL BE ESTABLISHED PRIOR TO CONSTRUCTION OF THE PAVEMENT.
- ALL NON-PAVED AREAS DISTURBED BY THE CONSTRUCTION PROCESS SHALL BE FERTILIZED AND SEEDED IN ACCORDANCE WITH PROJECT SPECIFICATIONS AND LANDSCAPE PLANS.
- IF THE CONTRACTOR INTENDS TO DRIVE ANY VEHICLE OR HEAVY EQUIPMENT OVER ANY TUNNEL OR OTHER UNDERGROUND SPACE, HE SHALL BE REQUIRED TO RETAIN A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF INDIANA TO ANALYZE ALL SUCH LOADINGS AND SUBMIT SIGNED AND SEALED CALCULATIONS SHOWING THEY DO NOT EXCEED ALLOWABLE LOADS OF THE TUNNEL OR UNDERGROUND SPACE. SHOULD SUCH ANALYSIS FIND THAT ALLOWABLE LOAD/STRESS LEVELS WOULD BE EXCEEDED, THE CONTRACTOR WILL BE REQUIRED TO PREPARE AND SUBMIT A PROPOSED SHORING SCHEME FOR ALL AFFECTED AREAS. SIGNED AND SEALED CALCULATIONS SHOWING THE ALLOWABLE LOADS ON THE TUNNEL/UNDERGROUND SPACE FOR THE PROPOSED SHORING SCHEME SHALL BE SUBMITTED TO THE ENGINEER AND OWNER FOR REVIEW. ANY COSTS ASSOCIATED WITH THE ABOVE SHALL BE BORNE BY THE CONTRACTOR AND INCLUDED IN HIS BID.

### GRADING NOTES

- GRADES SHOWN ARE FINISHED GRADES. FOR SUBGRADE ELEVATIONS, SEE PAVING SECTIONS AND DETAILS.
- CAUTION - NOTICE TO CONTRACTOR  
THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE.  
THE CONTRACTOR MUST CALL THE APPROPRIATE UTILITY COMPANY AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.
- ALL GRADES AT CONSTRUCTION LIMITS SHALL MEET EXISTING GRADES.
- CONTRACTOR SHALL ADJUST ANY EXISTING UTILITY INFRASTRUCTURE (RMS, BOXES, VALVES, HYDRANTS, LIDS, ETC.) THAT ARE TO REMAIN TO MATCH PROPOSED FINISH GRADE. REFER TO UTILITY DRAWINGS FOR ADDITIONAL INFORMATION.
- CONTRACTOR IS TO ENSURE THAT ALL FILL PLACED ALONG BUILDING IS BELOW FINISH FLOOR. IN THE EVENT THAT FILL IS CALLED OUT TO BE PLACED ABOVE FINISHED FLOOR, CONTRACTOR SHALL IN ALL CASES CONFIRM WITH ENGINEER AS TO INTERPRETATION OF PLACING FILL.
- CONTRACTOR IS RESPONSIBLE FOR THE INSTALLATION OF ALL SUBGRADE (INCLUDING LAWN AND LANDSCAPE BEDS), TOPSOIL SHALL BE FURNISHED AND INSTALLED BY OWNER. REFER TO LANDSCAPE PLANS AND SPECIFICATIONS FOR TOPSOIL DEPTHS FOR SUBGRADE ELEVATIONS.
- REFER TO SD-SERIES DRAWINGS FOR ADDITIONAL INFORMATION INCLUDING DETAILS, TOP OF WALL AND ELEVATIONS, ETC.
- INTENT OF THIS PLAN IS TO INDICATE SITE GRADING, SITE STORM AND SANITARY SEWERS ONLY. REFER TO SD-SERIES DRAWINGS, SITE ELECTRICAL PLANS, UTILITY PLANS, AND STRUCTURAL PLANS FOR ADDITIONAL INFORMATION.
- IF THE CONTRACTOR INTENDS TO DRIVE ANY VEHICLE OR HEAVY EQUIPMENT OVER ANY TUNNEL OR OTHER UNDERGROUND SPACE, HE SHALL BE REQUIRED TO RETAIN A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF INDIANA TO ANALYZE ALL SUCH LOADINGS AND SUBMIT SIGNED AND SEALED CALCULATIONS SHOWING THEY DO NOT EXCEED ALLOWABLE LOADS OF THE TUNNEL OR UNDERGROUND SPACE. SHOULD SUCH ANALYSIS FIND THAT ALLOWABLE LOAD/STRESS LEVELS WOULD BE EXCEEDED, THE CONTRACTOR WILL BE REQUIRED TO PREPARE AND SUBMIT A PROPOSED SHORING SCHEME FOR ALL AFFECTED AREAS. SIGNED AND SEALED CALCULATIONS SHOWING THE ALLOWABLE LOADS ON THE TUNNEL/UNDERGROUND SPACE FOR THE PROPOSED SHORING SCHEME SHALL BE SUBMITTED TO THE ENGINEER AND OWNER FOR REVIEW. ANY COSTS ASSOCIATED WITH THE ABOVE SHALL BE BORNE BY THE CONTRACTOR AND INCLUDED IN HIS BID.

—LANDSCAPE NOTE—  
CONTRACTOR TO INSTALL SUBGRADE TO ALLOW FOR 8" OF TOPSOIL.  
BSU LANDSCAPE SERVICES WILL INSTALL TOPSOIL, FINAL GRADING  
AND FINAL SEEDING.



WEST LAFAYETTE OFFICE  
1330 WIN HENTSCHEL BLVD.  
SUITE 260  
WEST LAFAYETTE, IN 47906  
TELEPHONE: 765.448.6661  
WWW.SCHNEIDERGEOMATICS.COM

BALL STATE UNIVERSITY  
COOPER SCIENCE DETENTION

2111 W. Riverside Ave, Muncie IN 47306

Ball State University  
2000 University Ave, Muncie, IN 47306

DATE: 06/17/2025	PROJECT NO.: 2520070
DRAWN BY: MRM	CHECKED BY: MRM
SHEET TITLE: SITE DEVELOPMENT PLAN	
DRAWING FILE: T:\25K\2520070\CAD\2520070-C101.DWG	
XREF(S):	
SHEET NO.: C101	



## MEETING MINUTES – Pre-Bid Conference Minutes

**Meeting Date:** June 26, 2025  
**Report Date:** June 30, 2025  
**Project:** Ball State University Cooper Science Underground Detention  
**Location:** SV 135 Purchasing Conference Room, Ball State University  
**Schneider Job:** 2520070  
**Ball State ID:** 2025-017.01 CS  
**Attendees:** Robert Ramey, Paul Sternberg, Brandan Roberts – Ball State University  
Michael Wylie – Schneider Geomatics  
Chris Townsend – Townsend Excavating  
Cory Richardson – Blue River Environmental

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The meeting commenced at 10:00am in person with the attendees noted above. The purpose of this meeting was to discuss and give an overview of the general project scope, allow the bidders to ask questions pertaining to the project, and outline Ball State University bidding requirements.

Introductions by all in attendance.

Robert Ramey, Ball State University, presented the agenda and discussed the Contract Documents, Bidding Procedures, Bid Security Document 00 43.13, and Representations and Certifications. Robert noted alternates will be considered with bids only if the alternate is presented no later than July 3, 2025 with bidder questions.

Robert Ramey, Ball State University, presented the project schedule.

- Work shall commence July 23, 2025. Early access to the start construction is acceptable
- Work is to be substantially completed by September 30, 2025
- There is an addendum with the project that asks bidders for an expedited schedule.
- All questions from Bidders must be received no later than July 3, 2025
- Responses to Bidder questions issued July 8, 2025
- Bids due July 16, 2025, 10:00am, 3401 Tillotson Avenue, Muncie, IN 47306.

Robert Ramey, Ball State University, mentioned that at all times Riverside Avenue shall remain clean from debris.





Michael Wylie, Schneider Geomatics, reviewed the scope of work on the certified construction plans. The work generally involves the removal of the existing dry detention pond and the addition of a new underground detention system.

Michael Wylie, Schneider Geomatics, notes to bidders two critical items. 1) The existing tree on the east side of the existing dry basin must be protected from damage during all phases of construction. 2) An existing high voltage line exists on the north side of the dry basin and proposed underground detention chamber system.

Sidewalks are not traffic loaded, and bidders will not be permitted to drive on the walks. Access to the site is from Riverside Avenue only. The use of any walks south of the project will only be permitted by BSU under certain conditions.

No traffic will be permitted to enter or exit from Riverside Avenue from the east. All construction traffic will be required to enter or exit west on Riverside Avenue only.

The project site shall be fenced. Fencing will be permitted on the sidewalks only if ADA accessibility can be maintained.

The small segment of walk located at the southwest corner of the project may be closed upon receiving Ball State University approval.

Ball State University will be responsible for final topsoil placement and seeding.

Bidder questions:

- 1) Erosion control is shown on the plans on the north and east sides of the excavation. Will the entire site be required to have silt fence.

Answer: The north and east sides of the site are the lowest points and should be protected. Contractor can install erosion control fence around the entire perimeter if desired. During all phases of construction the sidewalks are required to be clean.

- 2) Is there any demolition of existing storm structures.

Answer: Yes, certain existing pipes and underdrains are to be removed with the project. The storm outfall pipe and water quality structure should be protected.

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Prepared by:

Schneider Geomatics

*Please notify us of any corrections to these minutes within 3 business days*