ADDENDUM No. 1
March 18, 2024

RE: Window Sill Improvements – Park Hall
Ball State University
BSU Project No. 2024 – 014.01 PK

FROM: Ball State University
Facilities Planning and Management
Showalter Building
3401 North Tillotson Avenue
Muncie, Indiana 47306

TO: Prospective Bidders

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated February 23, 2024 as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Form Supplements. Failure to do so may subject Bidder to disqualification.

This Addendum is issued in accordance with the provisions of the Instructions to Bidders (AIA A701, 1997 Ed.) and Supplementary Instructions to Bidders Documents of the Project Manual.

This Addendum was created to address the following Contractor questions and Substitution Requests. This Addendum consists of two (2) pages and three (3) Attachments.

CONTRACTOR QUESTIONS

1. Question - We have an alternate idea for a solution. In lieu of the aluminum tube to be inserted into the existing drain hole, we propose a second piece of flashing to be installed under the existing window sill. The existing caulking would be removed, the new piece of flashing would be tucked under the sill, then re-caulked. The new aluminum sheet metal would cover the flashing that would be tucked under the sill.
   a. Answer – As indicated during the Pre-Bid meeting, Ball State does not want a two-piece window sill. We are also concerned that this proposed solution may require the need to temporarily remove the existing window to install this piece which would very likely raise the cost of the project.

GENERAL INFORMATION:

1. The floor plan images are attached as part of the Addendum is being provided to clarify the location of the scope of the work. Please note that the brick window sills are located on 1st Floor, 3rd Floor, and 4th Floor.
ATTACHMENTS

1. Pre-Bid Conference Agenda
   a. Please note that as discussed at the March 12, Pre-Bid Conference.
      i. Last day of Contractor questions – All questions, which are to be in writing, are to be received by Ball State no later than 5:00 PM EDT on Tuesday, March 15, 2024.
      ii. Last day of Addendum – If needed, the last day that an Addendum is to be issued is on Monday, March 18, 2024.

2. 1st Floor Plan – Northwest portion of Park Hall
   a. Twenty-seven (27) sills total on the 1st Floor – Location of sills are clouded on the floor plan

3. 3rd Floor Plan – Northwest portion of Park Hall
   a. Fourth Floor Plan is similar
   b. Twenty (20) sills total on the 3rd Floor – Location of sills are clouded on the floor plan
   c. Twenty (20) sills total on the 4th Floor – Location of sills are clouded on the floor plan

END OF ADDENDUM No. 1
AGENDA

I. Project Team
   A. Owner’s Representative(s):
      David Post, Facilities Planning & Mgmt., 765-285-2820, email: dpost@bsu.edu
      Chris Rowlett, Facilities Planning & Mgmt., 765-285-6628, email: chrise.rowlett@bsu.edu
      Robert Ramey, Facilities Planning & Mgmt., 765-285-2835, email: jasanders3@bsu.edu
      June Sanders, Purchasing, 765-285-1548, email: jasanders3@bsu.edu
      George Edwards, Housing, 765-285-1520, email: gedwards@bsu.edu

   A. Availability of Contract Documents.
   B. Interpretation of Contract Documents.
   C. Addenda.
   D. Substitutions.

III. Bidding Procedures.
   A. Bidding Date: March 21 at 11:30 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 66 (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) Acknowledgment of Receipt of Addenda.
            (2) Project Completion
         Appendix B. Alternatives, n/a
         Appendix C. Unit Prices, n/a
         Appendix D. Principal Subcontractors
         Appendix E. Supplementary General Construction Information
         Appendix F. Supplementary Mechanical Information, n/a
         Appendix G. Supplementary Electrical Information, n/a
         Appendix H. Supplementary Telecommunications Information, n/a
      3. 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
      4. MBE/WBE/Veteran Participation Plan, Document 00 45 39
         MBE / WBE / Veteran Subcontractor Plan
         Documentation of Effort to Meet MBE / WBE / Veteran Participation
         MBE / WBE / Veteran Letter of Intent to Perform

Pre Bid Conference (BID) – Agenda

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6. Documents that must be submitted by the Awarded Contractor prior to mobilization.
   Section 00 31 00 – Bond Forms: AIA Document A312 - Performance Bond and Payment Bond
   Section 00 73 73 – Escrow Agreement: Owner will provide document after the award of the project.

IV. Scope of Project.
   A. Summary of Work.
   B. Project Schedule.
   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
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