Addendum
No. ONE  Date: 6.1.20

Project:

Improvements to Senior Citizen Center for
The Town of New Site
New Site, Alabama

MCKEE PROJECT NO. 18.171

The following changes and/or substitutions to the plans and specifications are hereby made a part of same and are incorporated in full force as part of the contract.

Bidders shall acknowledge receipt of this Addendum in writing on his Proposal Form.

A1.1 GENERAL MODIFICATIONS:

A. Refer to Advertisement for Bid. ADD the following:
   “A certified check or Bid Bond payable to the Town of New Site in an amount not less than five percent (5%) of the amount of the bid, but in no event more than $10,000.00 must accompany the bidder’s sealed proposal. Performance and statutory labor and material payment bonds will be required at the signing of the Contract.”

B. Refer to the attached Request for Information Form [Revised 6.1.20], herein.

C. Refer to the attached Prior Approval/Substitution Request Form [Revised 6.1.20], herein.

A1.2 SPECIFICATION MODIFICATIONS:

A. Refer to Section 01011, Contingency Allowance [Revised 6.1.20], herein.

B. DELETE Section 07411, Metal Wall Panels, in its entirety.

A1.3 DRAWING MODIFICATIONS:

A. Refer to the following Revised Drawings as follows:
   1. Sheet A0.1, A1.1, and A2.1 revised date 6.1.20.

A1.4 CLARIFICATIONS & RESPONSES:

A. Omit the Window Infill work at Existing Gym. See Sheet A0.1 [Revised 6.1.20] attached in this addendum.

B. All existing awning shall be replaced.

C. Renovation Keynotes No. 6 on Sheet A1.1 is clarified as follows. Contractor shall remove existing Tile flooring AND Any/All Grout Beds down to the existing concrete slab. Contractor shall provide and install new carpet on existing concrete slab. Contractor shall provide and install new 8” rubber base to cover seam at top of existing tile base and bottom of existing CMU. Note: Contractor shall remove any loose/damaged existing tile base not sufficient for adhesion of rubber base. Fill voids after removal of loose/damaged existing tile base as required.

END OF ADDENDUM
REQUEST FOR INFORMATION
(RFI)

Email this form in its entirety to Project Manager listed below. The Architect reserves the right not to answer any Request For Information received after 2:00 p.m., Two (2) days prior to the bid date.

To: McKee & Associates, Architects
    Kevin Singleton, Project Manager
    singletonk@mckeeassoc.com
From: Name
    Company
    Email

Project:_________________________________________ Project Number:_____________________________________
Request For Information Number:____________________ Issue Date: _________________________________

☐ BID PHASE ☐ CONSTRUCTION PHASE

Procedures for “Explanations and Interpretations”:

a. Should any bidder observe any ambiguity, discrepancy, omission, or error in the drawings and specifications, or in any other bid document, or be in doubt as to the intention and meaning of these documents, the bidder should immediately report such to the Architect and request clarification.

b. Clarification will be made only by written Addenda sent to all prospective bidders or can be accessed by going to the McKee web site - mckeeassoc.com and clicking on the tab “Files” to retrieve the Addendums. Neither the Architect nor the Owner will be responsible in any manner for verbal answers or instructions regarding intent or meaning of the Bid Documents.

c. In the case of inconsistency between drawings and specifications or within either document, a bidder will be deemed to have included in its bid the better quality or greater quantity of the work involved unless the bidder asked for and obtained the Architect’s written clarification of the requirements before submission of a bid.

REQUEST FOR INFORMATION DESCRIPTION: (Fully describe the question or type of information requested.)

REFERENCES/ATTACHMENTS: (List specific documents researched when seeking the information requested.)

Specification Title:______________________________ Description:________________________________________
    Section:_________ Page:_____________ Article/Paragraph: _________________________________

Drawing Sheet Number:____________________________ Title:____________________________________________
    Plan:___________ Elevation:_____________ Section:_____________ Detail:___________________________

Improvements to Senior Citizen Center
The Town of New Site
New Site, Alabama

MCKEE PROJECT NO. 18.171
RECEIVERS REPLY:

Signed by: ___________________________ Date: ___________________________ Copies to: ___________________________

Improvements to Senior Citizen Center for The Town of New Site
New Site, Alabama

MCKEE PROJECT NO. 18.171

REQUEST FOR INFORMATION (RFI)
0000-2

Revised 6.1.20
**Email this form in its entirety to Project Manager listed below.**

All products, materials, systems, equipment and services requested for prior approval must be submitted to the architect for approval no later than 2:00 p.m., Ten (10) days prior to the bid date.

**To:** McKee & Associates, Architects  
Kevin Singleton, Project Manager  
singletonk@mckeeassoc.com  

**From:**  
Date:  

**Project:** __________________________  
**Re:** __________________________  
**Contract For:** __________________________  
**A/E Project Number:** __________________________  

**Specification Title:** __________________________  
**Description:** __________________________  
**Section:** ________  
**Page:** ________  
**Article/Paragraph:** __________________________

**Procedures for “Substitutions” and “Pre-Bid Approval”:**

a. The identification of any product, material, system, item of equipment, or service in the Bid Documents by reference to a trade name, manufacturer’s name, model number, etc. (hereinafter referred to as “source”), is intended to establish a required standard of performance, design, and quality and is not intended to limit competition unless the provisions of paragraph “D” below apply.

b. When the Bid Documents identify only one or two sources, or three or more sources followed by “or approved equal” or similar wording, the bidder’s proposal may be based on a source not identified but considered by the bidder to be equal to the standard of performance, design and quality as specified; however, such substitutions must ultimately be approved by the Architect. If the bidder elects to bid on a substitution without “Pre-bid Approval” as described below, then it will be understood that proof of compliance with specified requirements is the exclusive responsibility of the bidder.

c. When the Bid Documents identify three or more sources and the list of sources is not followed by “or approved equal” or similar wording, the bidder’s proposal shall be based upon one of the identified sources, unless the bidder obtains “Pre-bid Approval” of another source as described below. Under these conditions it will be expressly understood that no product, material, system, item of equipment, or service that is not identified in the Bid Documents or granted “Pre-Bid Approval” will be incorporated into the Work unless such substitution is authorized and agreed upon through a Contract Change Order.

d. If the Bid Documents identify only one source and expressly provide that it is an approved sole source for the product, material, system, item of equipment, or service, the bidder’s proposal must be based upon the identified sole source.

e. **Procedures for “Pre-Bid Approval”.** If it is desired that a product, material, system, piece of equipment, or service from a source different from those sources identified in the Bid Documents be approved as an acceptable source, application for the approval of such source must reach the hands of the Architect at least ten days prior to the date set for the opening of bids. At the Architect’s discretion, this ten day provision may be waived. The application for approval of a proposed source must be accompanied by technical data which the applicant desires to submit in support of the application. The Architect will give consideration to reports from reputable independent testing laboratories, verified experience records showing the reputation of the proposed source with previous users, evidence of reputation of the source for prompt delivery, evidence of reputation of the source for efficiency in servicing its products, or any other pertinent written information. **The application to the Architect for approval of a proposed source must be accompanied by a schedule setting forth in which respects the materials or equipment submitted for consideration differ from the materials or equipment designated in the Bid Documents.**
The burden of proof of the merit of the proposed substitution is upon the proposer. To be approved, a proposed source must also meet or exceed all express requirements of the Bid Documents. Approval, if granted, shall not be effective until published by the Architect in an addendum to the Bid Documents.

The undersigned requests consideration of the following product substitution:

Proposed Substitution: 

Manufacturer: Address: Phone: 

Trade Name: Model No.: 

Supporting Data Attached: [ ] Product Description [ ] Drawings [ ] Photographs [ ] Performance & Test Data [ ] Specifications

Attached data includes product description, specifications, drawings, photographs, and performance and test data adequate for evaluation of the request; applicable portions of the data are clearly identified.

Attached data also includes a description of changes to the Contract Documents that the proposed substitution will require for its proper installation.

The Undersigned states and certifies the following: (Mark Boxes as Applicable)

[ ] Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.  

or

[ ] Proposed substitution differs from what is specified in the Bid Documents. Submitted Data clearly identifies all differences from what is specified in the Bid Documents.  

or

[ ] No changes will be required to the Contract Documents for the proper installation of the proposed product substitution.  

or

[ ] Changes will be required to the Contract Documents for the proper installation of the proposed product substitution. Submitted Data clearly identifies description of changes.  

and

[ ] Warranty will be furnished for proposed substitution [ ] Equal to or [ ] Superior to specified product.  

[ ] Proposed substitution does not affect dimensions shown on the drawings and functional clearances.  

[ ] No changes will be required to the building design, engineering design or detailing by the proposed substitution.  

[ ] Proposed substitution will have no adverse effect on other trades and will not affect or delay construction progress schedule.  

[ ] No maintenance is required by the proposed substitution other than that required for originally specified product.  

[ ] Other Information: 

The undersigned further states that they have read the corresponding specification sections in the project manual and confirms that the function, appearance and quality of the proposed substitution are equivalent to or superior to the originally specified product.

Submitted by: (Print) Signature: Date: 

Firm: Address: 

Email: Telephone: 

A/E REVIEW AND ACTION

[ ] Substitution Approved  [ ] Substitution Approved as noted  [ ] Substitution Rejected  

[ ] Substitution Request Received to Late

Comments: 

Signed by: Date: 

Improvements to Senior Citizen Center 
for 
The Town of New Site  
New Site, Alabama 

MCKEE PROJECT NO. 18.171
SECTION 01011 – CONTINGENCY ALLOWANCE [Revised 6.1.20]

The General Contractor shall include in his bid proposal the following sums:

1. **Five Thousand Dollars ($5,000.00)** as a contingency to cover unforeseen conditions or minor changes that are necessary to correct or supplement the work as detailed in the Contract Documents.

2. **Ten Thousand Dollars ($10,000.00)** for purchase of Kitchen Equipment. Cost to receive, unpack and install to be in Contract Bid.

3. **Five Thousand Dollars ($5,000.00)** as a contingency to cover cost for repair work to existing concrete risers and landing. Note: Contractor shall include material and labor for new handrail as indicated on drawings at this same location, in Base Bid Proposal.

The Contractor shall include in his bid proposal all costs of office, job supervision, overhead, profit, and bond on this Contingency Allowance, because no such costs will be paid to Contractor for work performed under this Contingency Allowance. Only the direct costs of performing work under this provision shall be paid under and charged against the Contingency Allowance; such cost includes costs of materials and delivery, installation labor, payroll taxes and insurance, equipment expense, and the cost of subcontracted work (subcontractor’s cost may include a maximum of 15% mark-up for overhead and profit).

After unknown conditions are identified and examined and the scope of work and method of repair determined, or request for a proposal to cover additional work has been issued by the Owner, the Contractor shall submit a proposal for such work to the Architect for the Owner’s approval. If the Owner approves of such proposal, he will issue written authorization to the Contractor to perform the work and charge the related costs to the Contingency Allowance. At the Owner’s option, work performed under this provision may be ordered done on a time and material basis, in which case, the Contractor shall keep accurate records of all time and materials used and submit such records to the Architect for his approval at the end of each day’s work.

An accounting of the costs charged against this Contingency Allowance shall be mutually maintained by the Contractor, Architect, and Owner throughout the course of the project. Any of this Contingency Allowance not spent shall be credited to the Owner by Change Order at close out of the project, refer to Contingency Allowance Form attached to this Section.

Provide for payment.

The Contractor shall include a line item in the Schedule of Values entitled “Contingency Allowance”. The estimated value of work completed pursuant to fully executed Contingency Allowance Authorizations may be included in the Contractor’s monthly Applications for Payment. Payments under this Contingency Allowance shall not exceed the net, total of fully executed Contingency Allowance Authorizations.
**CONTINGENCY ALLOWANCE AUTHORIZATION FORM**

Form to be filled in its entirety.

**To:** McKee & Associates, Architects  
**From:**

**Project:**

**Project Number**

**Building Commission Number:**

**To:**

**From:**

**Company**

**Address**

**Contact and Email**

**Date:**

**Authorization Number:**

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In accordance with Specification Section 01011 – CONTINGENCY ALLOWANCE, the Contractor _______ is hereby authorized to proceed with the changes in Work as are described below and is to be paid for the performance of these changes as provided in Specification Section 01011. This Authorization shall become effective when it is signed by the Contractor and the Owner’s representative and it is understood and agreed that the amount(s) stipulated below constitute full compensation for these changes in Work.

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**TOTAL AMOUNT OF THIS AUTHORIZATION** $

**ORIGINAL AMOUNT OF THE CONTINGENCY ALLOWANCE** $  
**NET TOTAL OF PREVIOUS AUTHORIZATIONS** $  
**PREVIOUS REMAINING CONTINGENCY ALLOWANCE** $  
**TOTAL AMOUNT OF THIS AUTHORIZATION** $  
**CONTINGENCY ALLOWANCE REMAINING AFTER THIS CONTINGENCY** $

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**Recommended By:**

**Authorized By:**

**Accepted By:**

**Architect**

**Owner**

**Contractor**

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END OF SECTION
PLAN DETAIL

Floor and Ceiling Runner (Not Shown) - Min. 25 MSG galv. steel to fit studs, attached to wall and ceiling

Steel Studs - 3-5/8 in. wide, 1-1/4 in. legs, 3/8 in. return, formed of min. 25 MSG galv. steel, max. stud spacing 24 in. o.c.. Studs to be cut 3/4 in. less than Batts and Blankets - Glass fiber batts partially or completely filling stud cavity. Fasten each batt to wallboard base layer with a min. 9/16 in. long staple. use five staples for each 4 ft. piece. Drive one staple in the center of each piece and a staple at each corner, approx. 3 in. from edges.

A2.1 assembly height. Verify existing column size. May require larger stud size than 3-5/8 in. wide.

Gypsum Board - 5/8 in. thick, 4 ft. wide, attached to steel studs and floor and ceiling track with 1 in. long, Type S steel screws spaced 8 in. OC along edges of board and 12 in. OC in the field of the board. Joints oriented vertically and staggered on opposite sides of the assembly.

METAL HANDRAIL AT EXTERIOR STAIR (HR)

SCALE: 1/2" = 1'-0"

Pipe Bollard (PB)

SCALE: 1" = 1'-0"

Non-Bearing Wall - 1 hour
Floor and Ceiling Runner, Stair Section - Max. 10 MSG galv. steel to stairs, attached to wall and ceiling with fasteners 3.5 in. o.c.
Sheet Steel - 29 ga. min., 1/16 in. thick, 3/8 in. return, coated or uncoated, 20 MSG max. fasteners 4 in. o.c., 3/8 in. return, coated or uncoated. Fastening location and method to be detailed in shop drawings. Must detail methods for end and side, and corner conditions. (Must be coated with a maximum of three coats of primer or paint. May require larger stud size than 3-5/8 in. wide.

Rolls and Boardlets - Glass fiber batts partially or completely filling stud cavity. Fasten each batt to wallboard base layer with a min. 9/16 in. long staple. use five staples for each 4 ft. piece. Drive one staple in the center of each piece and a staple at each corner, approx. 3 in. from edges.

Stair Section Rail - 1-1/2 in. diam., 3/4 in. thick, 3/4 in. return, coated or uncoated. Fasten each rail to floor and ceiling return wall with 1 in. long Type S steel screws spaced 8 in. OC along edges of board and 12 in. OC in the field of the board. (Must be coated with a maximum of three coats of primer or paint. May require larger stud size than 3-5/8 in. wide.

Verify existing column size. May require larger stud size than 3-5/8 in. wide.

BREEZE SASH REMOVAL and CLOSURE

SCALE: 1 1/2" = 1'-0"

1. Protect adjoining materials and construct in the field
2. Secure existing materials and construct in the field
3. Protect adjoining materials and construct in the field
4. Protect adjoining materials and construct in the field
5. Protect adjoining materials and construct in the field
6. Protect adjoining materials and construct in the field

REVISED DATE: 5-20-2020
SHEET NO.: A2.1
SHEET TITLE: DETAILS
DRAWN BY: C. HAYS/ks
DATE: 5-20-2020
REVISED DATE: 5-20-2020
REVISED DATE: 5-20-2020