

# **ADDENDUM NO. 1**

## **Inspire Academy Mechanical Systems Upgrade - Rebid**

**February 1, 2022**

To: Planholders

From: Mote & Associates, Inc.  
214 West Fourth Street  
Greenville, Ohio 45331

Phone: (937) 548-7511  
Fax: (937) 548-7484  
E-mail: info@moteassociates.com

Re: Inspire Academy  
Mechanical Systems Upgrade – Rebid

This Addendum forms a part of the Contract Documents and modifies the original Contract Documents dated January 2022. Acknowledge receipt of this Addendum in the space provided on the Bid Proposal form. Failure to do so may subject the Bidder to disqualification.

### **CHANGES/CLARIFICATIONS TO THE BIDDING DOCUMENTS:**

#### **1. BID FORM – ATTACHMENT I, SECTION 00 41 44**

Attached is a “Revised Bid Form – Attachment I” to be utilized in lieu of the Bid Form – Attachment I included with the original documents. The only revision is on Page 3 of 7. The “Lump Sum Bid” verbiage has been revised.

### **CHANGES/CLARIFICATIONS TO THE CONSTRUCTION DRAWINGS:**

#### **2. DRAWING E0-01, ELECTRICAL NOTES, LEGENDS, DETAILS**

On Existing Panel BP Diagram, under Phase Load Column C at circuit breaker spaces 35-36, change 3,000 to 6,000.

#### **3. DRAWING E1-01, ELECTRICAL PLAN**

On the Electrical Plan – Mezzanine, change the locations of the floor penetrations of Keynote 18 and change the locations of the above ceiling feeder and fire alarm wiring of Keynotes 8, 12, and 22 to match the locations shown for Keynotes 18, 12, 19, and 22 on the adjacent Electrical Plan. These penetrations and above ceiling lines shall be approximately 13 feet north of the locations shown on the Electrical Plan – Mezzanine. Panel MP is shown at its correct location on the Electrical Plan – Mezzanine and the feeder shall extend horizontally above the mezzanine floor from the floor penetration location to connect to Panel MP. Fire alarm wiring shall extend from the floor penetration locations to the duct mounted smoke detectors located where shown.

4. DRAWING M1-01, MECHANICAL PLAN

The following sentence shall be added to Keynote 4: This keynote applies to all exhaust grilles from this restroom into the plumbing chase.

End of Addendum

Attachments: Revised Bid Form – Attachment I, Section 00 41 44  
Pre-Bid Meeting Report & Sign-In Sheet

**REVISED BID FORM – ATTACHMENT I**

**00 41 44**

**ARTICLE 1 - BID RECIPIENT**

- 1.01 This Bid is submitted to: **[Inspire Academy, Attn: Leslie Draper, 2801 East 16<sup>th</sup> Street, Muncie, Indiana 47302].**
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

**ARTICLE 2 - BIDDER'S ACKNOWLEDGEMENTS**

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

**ARTICLE 3 - BIDDER'S REPRESENTATIONS**

- 3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified therein, and hereby acknowledges receipt of the following Addenda:

**Addendum No.**

**Addendum, Date**

_____	_____
_____	_____
_____	_____

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially any Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially any Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder; and (3) Bidder's safety precautions and programs.

- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price bid and within the times required, and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article, and that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work as required.
- K. Bidder agrees that the Owner reserves the right to reject any or all bids, to waive any informalities or irregularities in the bids received, and to accept that bid which is considered lowest and to the best interest of the Owner.

#### **ARTICLE 4 - BIDDER'S CERTIFICATION**

##### **4.01 Bidder certifies that:**

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any Bidders to submit a false or sham Bid;
- C. No person interested in this Proposal is directly or indirectly interested in or connected with any other bid or proposal for the said work and no member of the Inspire Academy is directly or indirectly interested therein, or in any portion thereof, and he will, if required, execute and submit from himself as Principal Contractor and from any Subcontractor, the non-collusion affidavits as provided herein.
- D. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- E. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
  - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process;
  - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
  - 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
  - 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence participation in the bidding process or execution of the Contract.

ARTICLE 5 - BASIS OF BID

- 5.01 Bidder agrees that any item not specifically shown or called out on the plans or within the specifications, but is required to complete the work in place and fully operational shall be included in the Lump Sum Bid provided.
- 5.02 Bidder will complete the Work in accordance with the Contract Documents for the following price(s) and will contract to do all the work and furnish all the materials called for by said plans and specifications, and in consideration thereof, to accept from the Owner as full payment for the completion of all items and any required maintenance thereof as hereinafter provided, for the following prices that are accepted for one Contract as defined below;

MECHANICAL SYSTEMS UPGRADE - REBID

Lump Sum Base Bid	Total Lump Sum Base Bid
Lump Sum Base Bid to provide all labor, materials, and equipment to replace the gymnasium HVAC system as indicated on the Drawings. The Base Bid shall also include two (2) repairs to leaks in the Hydronic Main Pipe and two (2) repairs to leaks in the Hydronic Branch Pipe. The Lump Sum Base Bid shall include draining and refilling of any portions of the piping system as necessary to complete the Base Bid work.	\$

Total Lump Sum Base Bid (in words)\_\_\_\_\_

\_\_\_\_\_

Rooftop Air-Conditioning Unit Manufacturer Proposed:\_\_\_\_\_

Vertical Unit Ventilator Manufacturer Proposed:\_\_\_\_\_

\*\*\*\*\*

## MECHANICAL SYSTEMS UPGRADE - REBID – Unit Prices

To accommodate a decrease or increase in the repair of leaks in the Hydronic main pipe and branch pipe, a unit price shall be provided for the five repairs that are included in the Lump Sum Bid. This will allow the owner to increase or decrease the actual work for the number of repairs required in the pipes that may develop during flushing and pressure testing of the pipes.

### Unit Price #1 – Repair Leak in Hydronic Main Pipe

<p>1) Exposing all discovered pipe leaks in piping 2-1/2 inches and larger by removing a portion of ceiling and pipe insulation.</p> <p>2) Removing the leaking portion of pipe and/or fittings in a segment of pipe up to 5 feet long.</p> <p>3) Replacing removed piping and components with matching materials and replacing removed insulation and ceiling materials.</p> <p>4) This Unit Price does not include either asbestos abatement or furnishing new valves at leaking areas. The Owner will have any discovered asbestos removed at the Owners expense, but the Contractor shall coordinate the scheduling of the abatement work. The Owner will furnish any valves to be replaced at the Owner's cost and the Contractor shall install the valves and include the cost of this installation in the Unit Price.</p>	<p>Unit Price for each of the two (2) repairs included in the Lump Sum Base Bid:</p> <p>\$ _____ Each</p>
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### Unit Price #2 – Repair Leak in Hydronic Branch Pipe

<p>1) Exposing all discovered pipe leaks in piping 2 inches and smaller by removing a portion of ceiling and pipe insulation.</p> <p>2) Removing the leaking portion of pipe and/or fittings in a segment of pipe up to 5 feet long.</p> <p>3) Replacing removed piping and components with matching materials and replacing removed insulation and ceiling materials.</p> <p>4) This Unit Price does not include either asbestos abatement or furnishing new valves at leaking areas. The Owner will have any discovered asbestos removed at the Owners expense but the Contractor shall coordinate the scheduling of the abatement work. The Owner will furnish any valves to be replaced at the Owner's cost and the Contractor shall install the valves and include the cost of this installation in the Unit Price.</p>	<p>Unit Price for each of the two (2) repairs included in the Lump Sum Base Bid:</p> <p>\$ _____ Each</p>
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**ALTERNATE BID #1 – Building Heating Water Loop Modifications**

Description	Total Price
Alternate No. 1 - The Building Heating Water Loop Modifications Alternate shall include the demolition of existing and installation of new of secondary heating water pumps, piping, air separator, expansion tank, pump controls and pump power wiring in Boiler Room B1. This alternate includes removal of the existing heating system heat exchanger, the replacement of two louvers with insulated panels, the installation of the housekeeping pad for the new pumps, and the flushing of existing piping and the cleaning of existing strainers and existing waterflow paths throughout the existing piping system. The specific items of Work included in this alternate are designated on the Drawings.	\$
<b>TOTAL ALTERNATE BID #1: \$</b>	

**Total of Alternate Bid #1 (in words):**

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**ALTERNATE BID #2 – Cafeteria HVAC**

Description	Total Price
Alternate No. 2 - The Cafeteria HVAC Alternate shall include all demolition and new work within and at the exterior wall of Cafeteria 17, replacement of and control work for Exhaust Fan EF-10, removal of indicated power conductors to their source of power, and providing new conduits and conductors from Panel MP to the Cafeteria Vertical Unit Ventilators. The specific items of Work included in this alternate are designated on the Drawings.	\$
<b>TOTAL ALTERNATE BID #2: \$</b>	

**Total of Alternate Bid #2 (in words):**

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**ALTERNATE BID #3 – Water Heater**

Description	Total Price
Alternate No. 3 - The Water Heater Alternate shall include removal of the existing domestic hot water converter, the existing branch piping serving the converter, all accessories and valves in the removed branch piping, and all control components and wiring serving the removed components. This Alternate also includes providing a new water heater, expansion tank, piping, valves, and accessories to connect the new water heater to the existing domestic hot water piping system, power wiring to the water heater, exhaust and vent piping for the new water heater, and reprogramming of the existing heating water boilers to meet their manufacturer's recommendations for operational sequencing without any connection to the domestic hot water system. The specific items of Work included in this alternate are designated on the Drawings.	\$
<b>TOTAL ALTERNATE BID #3: \$</b>	

**Total of Alternate Bid #3 (in words):**

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**ALTERNATE BID #4 – Exhaust Fans**

Description	Total Price
Alternate No. 4 - The Exhaust Fans Alternate shall include removal of indicated existing exhaust fans and roof vents, capping of indicated existing roof curbs, and installation of replacement indicated exhaust fans and their control wiring and components except for specific items of this work indicated on the Drawings to be included as part of the Base Bid or as part of the Cafeteria HVAC Alternate Work. The specific items of Work included in this alternate are designated on the Drawings.	\$
<b>TOTAL ALTERNATE BID #4: \$</b>	

**Total of Alternate Bid #4 (in words):**

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Bidder acknowledges that:

(1) If this Proposal shall be accepted, Bidder will be prepared to discuss with the Inspire Academy in detail any matters relating to special features and the methods proposed to be followed for the general conduct of the work, that within ten (10) days after "Notice of Award" the Contract Form with the Inspire Academy for performance of the work will be completed and Bidder will furnish a Contract Bond in an amount not less than one hundred percent (100%) of the total bid amount, and with sureties subject to the approval of the Inspire Academy as a guarantee of the faithful performance of this Contract; and that Bidder will also submit the required insurance certificates.

#### ARTICLE 6 - TIME OF COMPLETION

6.01 Bidder agrees that the Work will be completed by **October 15, 2022** and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before **November 1, 2022.**

#### ARTICLE 7 - ATTACHMENTS TO THIS BID

7.01 The following documents are submitted with and made a condition of this Bid:

- A. Required bid security consisting of a \_\_\_\_\_ (Bond or Check) in the sum of \$\_\_\_\_\_ of the total bid amount accompanies this Proposal and the undersigned agrees that should he, after notice of "Award of Contract" fail to execute the Contract and Contract Bond as aforesaid, that his Certified Check or Bid Bond accompanying this Proposal shall be forfeited to the Inspire Academy as liquidated damage caused by such failure.
- B. Affidavit for Corporation;
- C. Required Bidder Qualification Statement with supporting data;
- D. List of Proposed Subcontractors; and
- E. Non-Collusion Affidavit.

#### ARTICLE 8 - DEFINED TERMS

8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

#### ARTICLE 9 – BID SUBMITTAL

BIDDER: *[Indicate correct name of bidding entity]:*

By: *[Signature]* \_\_\_\_\_ Printed Name: \_\_\_\_\_  
(If Bidder is a corporation, limited liability company, partnership or joint venture, attach evidence of authority to sign.)

Address for giving notices: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Contact Name and e-mail address: \_\_\_\_\_

Bidder's Federal ID No.: \_\_\_\_\_



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**INSPIRE ACADEMY  
MECHANICAL SYSTEMS UPGRADE - REBID  
PRE-BID MEETING REPORT  
Tuesday, January 18, 2022 at 9:00 AM**

1. Attendee's list is attached.
2. The Project generally consists of the following:
  - Base Bid - Replace two heating and ventilating air handling units serving the Gym with two packaged rooftop air conditioning units and two duct mounted hot water heating coils.
  - Alternate #1 - Replace secondary side building heating water pumps and piping headers.
  - Alternate #2 - Replace two heating unit ventilators with two vertical unit ventilators having internal compressors, DX cooling coils, and hot water heating coils.
  - Alternate #3 - Replace domestic hot water heat exchanger with gas water heater.
  - Alternate #4 - Replace 12 roof mounted exhaust fans.
  - It is not anticipated that all of the alternates will be able to be funded. Alternates to be awarded will be determined based on a combination of funding availability, cost of each alternate, and the Owner's determination of potential benefit of each alternate.
3. Bid Date: Tuesday, February 15, 2022.
  - Bids are due at 9:00 A.M. at the Inspire Academy business office, 2801 East 16<sup>th</sup> Street, Muncie, Indiana 47302.
  - The Owner will open bids publicly at 9:00 A.M. and the Engineer will issue a Bid Tabulation to all Bidders.
  - The project requires a Bid and Guarantee Bond and a Performance and Payment Bond.
  - Insurance requirements are specified in the Supplementary Conditions.

- Bids shall be submitted on copies of the forms included in the Contract Manual and shall include the following filled out and executed forms:
    - i. Indiana Form 96.
    - ii. Bid Proposal Attachment I
    - iii. Subcontractors List
    - iv. Affidavit (if Bidder is a corporation).
4. Addendums
- The last addendum will be issued electronically no later than 4:00 P.M. on Wednesday February 9, 2022 (with confirmation of receipt requested).
  - Addendum #1 will be issued no later than end of day Tuesday, February 1, 2022. Items known to date that it will address include:
    - i. Adjust an electrical phase load in Panel BP.
    - ii. Correct two conduit floor penetration locations on the Mezzanine Electrical Plan..
5. Contract
- The project is anticipated to be awarded and under contract by March 1, 2022.
  - Owner has the right to accept or reject any/all bids.
6. Work Sequencing:
- The contractor will have unrestricted access for work in the boiler room, on the gymnasium mezzanine, and on the roof. All work in the remainder of the building requires access permission and will generally be limited to non-school hours.
  - The Base Bid work required to replace the gymnasium HVAC equipment will generally occur on the gymnasium mezzanine and the roof, and can be done as soon as materials and equipment can be obtained. The north unit shall be completely replaced and the new north system shall be fully operational before the existing south air handling system is taken out of service.
  - The boiler room and central heating system alternate work will require shutting down of the heating water system. This work may begin on Friday, April 18, 2022 and shall be completed by the substantial completion date of October 15, 2022.
  - The cafeteria space will be turned over to the contractor during summer break, beginning on May 27, 2022, for the alternate replacement of the existing unit ventilators with new vertical unit ventilators. All work shall be completed and the new systems made operational before August 1, 2022. The alternate water heater replacement work shall also follow this schedule.
  - The alternate replacement of exhaust fans may occur at any time provided that no restroom exhaust fans are out of service during school hours. Replacement exhaust fans shall be placed in service on the same day that the existing exhaust fan is taken out of service.
7. This is a Single Prime Contractor project.
- Bidders shall include all subcontractor costs in their Bids. Include the Proposed Subcontractors Form with the Bid Packet.

8. Project specific concerns:

- The Owner will continuously occupy the existing building. It will be imperative that the existing building is continuously secure and protected from infiltration of construction dust.
- The heating water piping distribution system has not been prone to leaks, but cleaning, flushing, and pressure testing it is likely to generate a few leaks. The Bid Form contains unit price line items for repairing leaks in mains and leaks in branches. The Base Bid is required to include the cost of 2 of each of these unit costs. At project completion, the Contract Amount will be adjusted upward or downward to reflect the actual quantity of leaks repaired.
- Classroom ceilings are known to contain asbestos. Corridor ceilings are not known to contain asbestos. Concealed piping above ceilings, and exposed piping on the mezzanine are known or expected to have asbestos in the pipe fitting insulation. Where asbestos abatement becomes necessary, the Owner will pay the cost of abatement and will provide the Contractor with the contact information for abatement services, but it will be the Contractor's responsibility to coordinate and schedule the abatement activities, and to schedule the Contract construction activities around required abatement activities.

9. Bidder Questions are to be submitted by email to Don Miller at [dmiller@moteassociates.com](mailto:dmiller@moteassociates.com)

- Any questions requiring clarification to the Bid Documents will be responded to by issuance of an addendum. The last date for receiving questions is Tuesday, February 8, 2022. Questions received later than that will not be responded to.

10. Individual Bidders requesting access to the site or existing building may schedule site visits by contacting Brittany Pickett or Leslie Draper during business hours 24 hours in advance of the requested site visit at 765-216-7980.

11. All required permits are to be applied for and paid for by the Contractor.

- The Owner and Engineer have obtained a State of Indiana Construction Design release.

12. Owner comments – None.

13. Bidder questions:

- Question – Do all of the addenda that were issued for the previous bidding apply to this rebid?
- Answer – All previous addendum items have been incorporated into this rebid set of drawings. Also, these drawings delineate what work is to be included in the Base Bid and what work is to be included in each alternate.

14. The construction area was toured and the extent of required work in each area was explained.



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### PRE-BID MEETING - INSPIRE ACADEMY

Mechanical Systems Upgrade- Rebid - Tuesday, January 18, 2021 @ 9:00 A.M.

(BIDS RECEIVED UNTIL Tuesday, February 15, 2022 - 9:00 A.M.)

#### ATTENDEES:

#### REPRESENTING:

#### PHONE/EMAIL:

1. Don Miller, P.E.

Mote & Associates, Inc.

937-621-9323/[dmiller@moteassociates.com](mailto:dmiller@moteassociates.com)

2. Joe McRAE

DEEM LLC

(317) 447-5849 [jmcrac@deenfirst.com](mailto:jmcrac@deenfirst.com)

3. Chuck Griffin

BOIT Mechanical (Electrical Division)

(765) 506-1624 [chuckgriffinjr@gmail.com](mailto:chuckgriffinjr@gmail.com)

4. John Primmer

Lehman's Inc - MUNCIE

284 9921 [jprimmer@lehmaninc.com](mailto:jprimmer@lehmaninc.com)

5. LESLIE DRAPER

INSPIRE ACADEMY

765-216-7980 [LDRAPER@INSPIREMUNCIE.ORG](mailto:LDRAPER@INSPIREMUNCIE.ORG)

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