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November 27, 2017

BRYAN CITY SCHOOLS
Administrative Office Renovations
Bryan, Ohio

B7-4565

ADDENDUM NO. 1

This Addendum becomes a part of the Contract Documents and modifies them only to the extent herein set forth. Each prime bidder is responsible for distribution of information conveyed by this Addendum to its subbidders and suppliers.

Attachments: Pre-Bid Meeting Minutes and Bidders Questions
Pre-Bid Meeting Sign-In Sheet
Section 01 3556
Addendum Drawings C-1a, A-3a

ITEM NO. 1: Pre-Bid Meeting

A pre-bid meeting was held on November 20, 2017. Meeting minutes and sign-in sheet from this meeting are attached as supplemental information.

ITEM NO. 2: Section 01 3556 – Background Check Procedures

Add attached section.

ITEM NO. 3: Section 12 3000 – Casework

Paragraph 2.03A; add Midwest Commercial Millwork.

ITEM NO. 4: Sheet C-1 – Temporary Office Foundations

See addendum sketch C-1a for detail of office trailer foundation. Verify quantity of foundations, final layout and actual tie-down location with trailer supplier.

ITEM NO. 5: Sheet A-3 – Masonry Opening for Ductwork

See addendum sketch A-3a for detail of new masonry opening required for ductwork. All work by G.C. unless noted otherwise.

ITEM NO. 6: Sheet M-1 – HVAC Plan

Omit the replacement of RTU-C from this contract. Replace all ductwork as shown on the drawings.

END OF ADDENDUM

MEETING NOTES

November 20, 2017

FROM: Kent Purk
PROJECT: Bryan City Schools: Administrative Office Renovations
SUBJECT: Pre-Bid meeting

A. Project Scope

1. Complete Renovation of current office area.
2. All new finishes.
3. Drywall on exterior wall to remain, unless noted otherwise on drawings.
4. New HVAC systems; replace 2 roof top units, add 3rd unit.
5. Expansion of electrical; new subpanel fed from panel in current conference room.
6. New technology drops; existing rack in southwest corner of office area to remain.
7. Take special note to acoustical materials required in walls.

B. Project Bid Overview

1. Bids due: 12:00 noon, Tuesday, December 5, 2017
2. Bids due at Bryan City Schools, 1350 Fountain Grove Drive, Bryan, OH 43506
3. Clarifications by addenda only. Addenda sent to plan holders of record
4. Bidders are strongly encouraged to read Section 01 1000 Summary of Work.
 - a. Project Estimate, Completion Dates, Scope of Work, and other important items.
5. Bidders are strongly encouraged to read Section 01 3100 Project Management and Coordination.

C. Background Check Procedures – Section 01 3556

1. Will be issued in Addendum 1.

D. Summary of Contracts – Section 01 1000

1. Multiple prime project, with opportunity for combined bids.

E. Drawings and Specifications

1. Drawings and Project Manual available at Newfax Corp. Information was included in bid invitation.
2. Electronic files are also available from Newfax Corp.

F. Addendum

1. Bidders will be issued addendums through Newfax Corporation.

G. Additional Information

1. All utilities shall be located in the field prior to digging for new utilities. (pertains to temporary trailer).
2. Architect will obtain State of Ohio Plan Approval. All other permits, tap fees, etc. shall be the responsibility of the contractors performing the work.

- a. City of Bryan has their own permit fee that contractors are responsible for. On past projects, this has amounted to \$2 per \$1000 of work. Please verify this.
3. Questions from today's meeting will be included, and addressed in Addendum 1.
4. Any site visits after pre-bid meeting shall be coordinated through the Architect. Phone # 419-782-6211.

H. Attendees:

Kent Purk	Beilharz Architects	kentp@beilharzarchitects.com	419-782-6211
Rob Rosswurm	Bryan City Schools		
Ryan Degroff	Stark's PHS	ryan@starksphs.com	419-583-9872
Craig Schroeder	Schimmoeller Constr.	craig@schimmoellerconstruction.com	419-532-2058
Ben Dotson	The Dotson Company	ben@dotsoncompany.com	419-877-5176
Ray Hurd	Thiel Construction	ray@thielconstruction.com	419-272-2712
Jim Siebenaler	Siebenaler Constr.	seibcon@bright.net	419-636-3173
Shawn Owen	Owen's Electric	Shawn@99enterprises.com	419-533-0501
Brent Gray	Mel Lanzer Co.	bgray@mellanzer.com	419-592-2801

Bidder's Questions:

- Q1. Who was the original roofing contractor? Concern that anyone else cutting into the roof the new roof top unit will void roof warranty.
A. Contractor must maintain current roof warranty by using original installer; Richland Company, Defiance Ohio, 419-782-0141.
- Q2. What type of insulation is above the sub-ceiling?
A. Drawings indicate 12" of fiberglass. Bidders should verify this.
- Q3. Please clarify demolition items that are to be turned over to the owner?
A. A list of items to be turned over to the owner will be issued by separate addendum.
- Q4. Do the drawings indicate the size or layout of the temporary office trailer?
A. Yes; see sheet C-1 and section 01 5214.
- Q5. Who monitors current fire alarm system?
A. Simplex.
- Q6. What is needed for the trailer foundation?
A. Foundation detail and clarification issued under Addendum 1.
- Q7. Are there as-built drawings available for the original building?
A. Yes, these can be emailed upon request.
- Q8. Where is the staging area for contractors?
A. Contractor access will be limited to the west lot, and west entrance. Some staff and students use the east lot and east entrance.
- Q9. Can contractors use the current building restroom facilities?

A. No. General contractor shall maintain temporary sanitary facilities. See section 01 5000.

Q10. Who is responsible for sawcutting the interior slab for electrical conduit and floor boxes?

A. The G.C. is responsible for all sawcutting and removal of existing slab, including removal of existing floor finishes, and replacement of concrete slab. Contractor(s) responsible for utility shall perform all excavation and backfill required. Backfill shall be installed and compacted in compliance with section 31 2000.

Q11. When can demolition work begin?

A. The contractor must give the District one week to move furnishings into the temporary office trailer once the trailer is approved for occupancy. Current schedule has move occurring over Christmas break, and demolition starting on January 2, 2018.

Q12. Is this project prevailing wage?

A. No.

Q13. Do current interior walls extend to the sub-ceiling?

A. Yes.

Q14. Are there any technology/communication feeds to other parts of the building?

A. Yes. These need to be protected and maintain, including video surveillance components.

BRYAN CITY SCHOOLS
Administrative Office Renovations

Pre-bid Meeting

Monday, Nov. 20, 2017; 10:00 AM EST

Location:

Bryan City Schools
1350 Foundation Grove Drive
Bryan OH 43506



SIGN IN SHEET

[illegible]

SECTION 01 3556 – BACKGROUND CHECK PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES:

- A. Criminal background checks for construction workers.

1.02 REFERENCES:

- A. ORC (Ohio Revised Code) 2903.13 – Assault.
- B. ORC 2903.16 – Failing to Provide for a Functionally Impaired Person.
- C. ORC 2903.21 – Aggravated Menacing.
- D. ORC 2953.32 – Sealing of Conviction Record of Bail Forfeiture Record.
- E. ORC 3319.39 – Criminal Records Check.

1.03 ADMINISTRATIVE REQUIREMENTS:

- A. During the course of construction projects, the Owner desires to protect its students, patrons and employees from individuals who may have criminal records. The Owner requires that all construction workers on its property must undergo a criminal background investigation and FBI check (“Criminal Background Check”) to identify any workers that have been convicted of or pleaded guilty to any criminal violations listed in ORC 3319.39.
- B. Except as provided in paragraphs D and E of this requirement, no construction worker shall be permitted to perform work on a construction project undertaken by the Owner if the worker has been convicted of or pleaded guilty to any of the following:
 - 1. A violation of the following Ohio Revised Code sections:

ORC Section	Violation
2903.01, 2903.02	murder or aggravated murder
2903.03, 2903.04	voluntary or involuntary manslaughter
2903.11, 2903.12, 2903.13	assault, felonious assault, aggravated assault
2903.16	failing to provide for a functionally impaired person
2903.21	aggravated menacing
2905.01, 2905.02	kidnapping, abduction
2905.04, 2905.05	child stealing or child enticement
2907.02	rape

2901.03	sexual battery
2907.12	felonious sexual penetration
2907.05, 2907.06	sexual imposition or gross sexual imposition
2907.04	corruption of a minor
2907.07	importuning
2907.08	voyeurism
2907.09	public indecency
2907.23, 2907.25	prostitution or procuring prostitution
2907.21, 2907.22	compelling or promoting prostitution
2907.32, 2907.321	pandering obscenity and/or child pornography
2907.31	disseminating matter harmful to juveniles
2907.322	pandering any sexually oriented materials involving or depicting minors
2907.323	use of minor in nudity-oriented materials or performance
2911.01, 2911.02	robbery or aggravated robbery
2911.11, 2911.12	burglary or aggravated burglary
2919.22	endangering children
2919.24	contributing to unruliness or delinquency of child
2923.12	carrying concealed weapon
2923.13	having weapon while under disability
2925.02	corrupting another with drugs
2925.03	trafficking in drugs
3716.11	placing harmful objects or substances in food
3319.31	any other drug abuse offense which is not a minor misdemeanor

2. A violation of any existing or former law of this State, any other State, or the United States, if the offense is substantially equivalent to any of the offenses described above.

C. The Owner may permit a construction worker to work conditionally until the Criminal Background Check is completed and the Owner receives the results of the check. If the results of the Criminal Background Check indicate that, pursuant to this

policy, the worker does not qualify to work on an Owner project, the Contractor shall immediately remove the worker from the site.

- D. Except as provided in paragraph E of this requirement, a construction worker who has been convicted of or pleaded guilty to a violation of ORC Sections 2903.13, 2903.16, or 2903.21 may be permitted to work if all of the following conditions are met:
1. The offense was a misdemeanor.
 2. The victim of the offense was not a person under 18 years of age.
 3. At least 5 years have elapsed since the worker was fully discharged from imprisonment, probation, and parole, or the worker has had the record of his/her conviction sealed pursuant to ORC 2953.32.
 4. The worker provides written confirmation by a Court, his/her parole officer, and/or counselor that the worker has been rehabilitated.
 5. The worker's hiring will not jeopardize in any way the health, safety, or welfare of the persons served by the Owner. The following factors must be considered in determining whether the worker's hiring will jeopardize the persons served by the Owner:
 - a. The worker's age at the time of the offense.
 - b. The age and ability of the victim, including whether the victim is an individual with physical or mental disabilities.
 - c. The nature and seriousness of the offense.
 - d. The circumstances under which the offense was committed.
 - e. The degree to which the worker participated in the offense.
 - f. The time elapsed since the worker was fully discharged from imprisonment, probation, and parole.
 - g. The likelihood that the circumstances leading to the offense will recur.
 - h. Whether the worker is a repeat offense. "Repeat offender" means a person who has been convicted of or pleaded guilty to the commission of any of the offenses listed in paragraph B of this requirement two or more times in separate criminal actions. Convictions or guilty pleas resulting from or connected with the same act, or resulting from offenses committed at the same time, shall be counted as one conviction or guilty plea.
 - i. The extent to which the job assigned this worker is employed provides an opportunity for the commission of an offense listed in paragraph B of this requirement.
 - j. The worker's employment record.
 - k. The worker's efforts at rehabilitation and the results of those efforts.

1. Whether any criminal proceedings are pending against the worker.
- E. It is the worker's responsibility to provide written proof that the conditions specified in paragraph D of this requirement are met. If the worker fails to provide such proof or if the Owner determines that the proof offered by the worker is inconclusive, the worker shall not be allowed to work on an Owner project. Any doubt shall be resolved in favor of protecting the persons served by the Owner.
- F. A conviction of or a plea of guilty to an offense listed in paragraph B of this requirement shall not prevent a worker from working on an Owner project if the worker has been granted an unconditional pardon for the offense pursuant to law. For purposes of this policy, "unconditional pardon" includes a conditional pardon with respect to which all conditions have been performed or have transpired.
- G. This construction project requirement applies to all employees of a Contractor holding a construction contract awarded by the Owner, who are performing work at the construction site, and the employees of all subcontractors to a Contractor who will be performing work on site. The employees of material suppliers will only be subject to this requirement if they are delivering materials and equipment to the building during District operational hours. The Owner may request that a specific employee obtain the required Criminal Background Check if it has not already done so, and the Contractor shall comply with this request without delay.
- H. The Criminal Background Check can be obtained from any entity with the facilities to process the check; however, the results of the check must be provided to the Owner to secure the proper identification as follows:
 1. The cost to obtain the Criminal Background Check is the responsibility of each Contractor on the Project.
 2. If an employee has had a criminal background check within the last 12 months prior to the date of contract award, which showed no violations of the laws listed in paragraph B above, the employee or its employer must provide the results of that check to the Owner to obtain the proper identification described in the next section.
 3. If the Contractor provides evidence that any of its employees have requested a criminal background check and received satisfactory results for the employees, the Contractor assumes full responsibility that nothing has changed with respect to the employee's background since the check was first conducted.
- I. The Owner will issue an identification badge for each worker subject to this requirement after the results of the criminal background check have been provided to the Owner. The badge will be issued within 3 business days of receipt of the required documentation by the Owner; temporary badges will be issued for any interim period. This identification badge must be worn at all times while a worker is on the construction site. If a worker arrives at the site without a badge, the worker must report immediately to the Owner and will be provided with a temporary badge. A

temporary badge will be provided for no more than two days in succession, unless the Owner agrees to a longer period of time, in its sole discretion.

- J. Each construction worker is responsible for maintaining a current criminal background check and identification badge. If a worker loses his or her badge, a temporary or replacement badge must be obtained from the Owner immediately.
- K. Each Bidder awarded a contract for work on the Project must certify that it is aware of this requirement and will comply with it. Failure to comply with this requirement may be determined to be a material breach of the construction contract and grounds for termination of the contract.

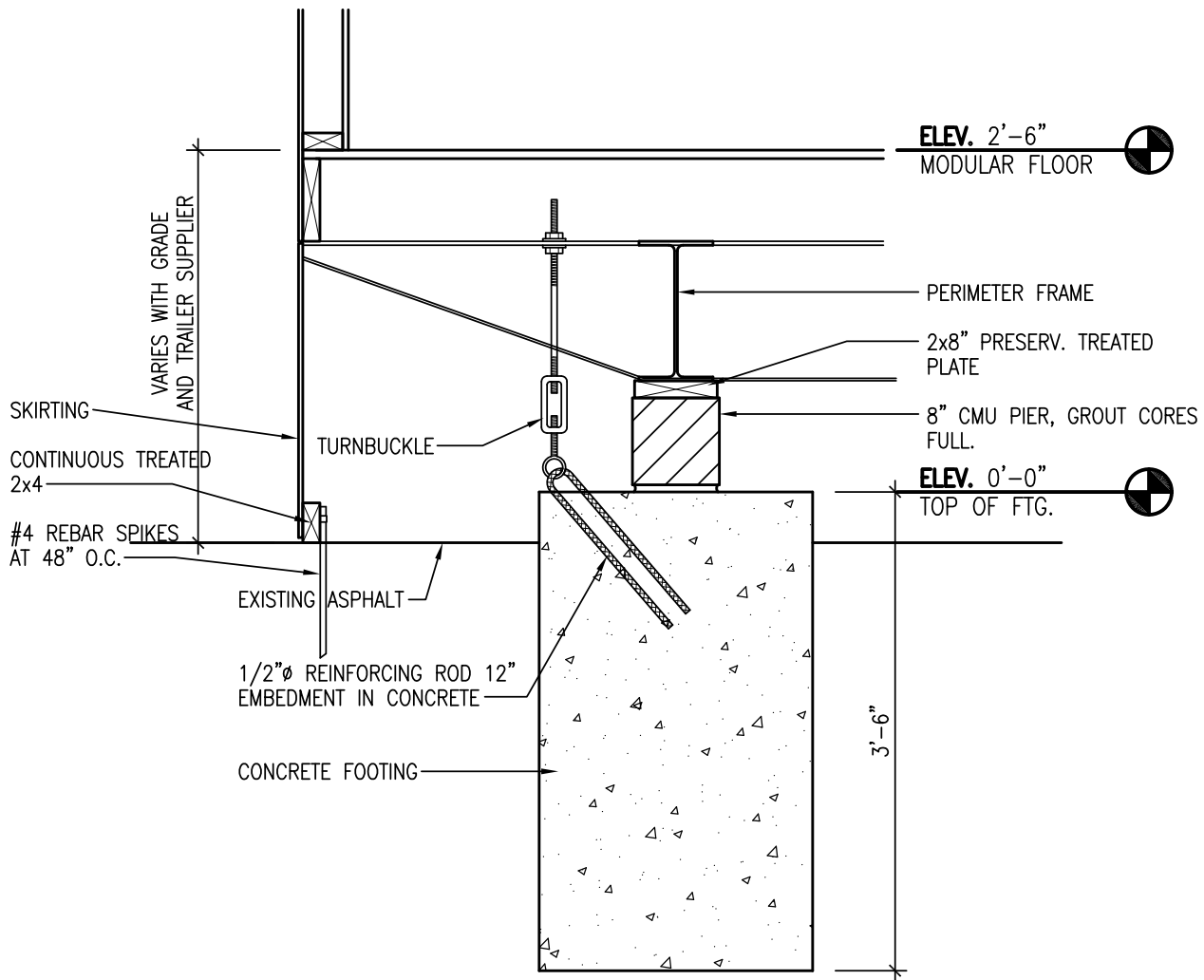
PART 2 PRODUCTS

Not Used

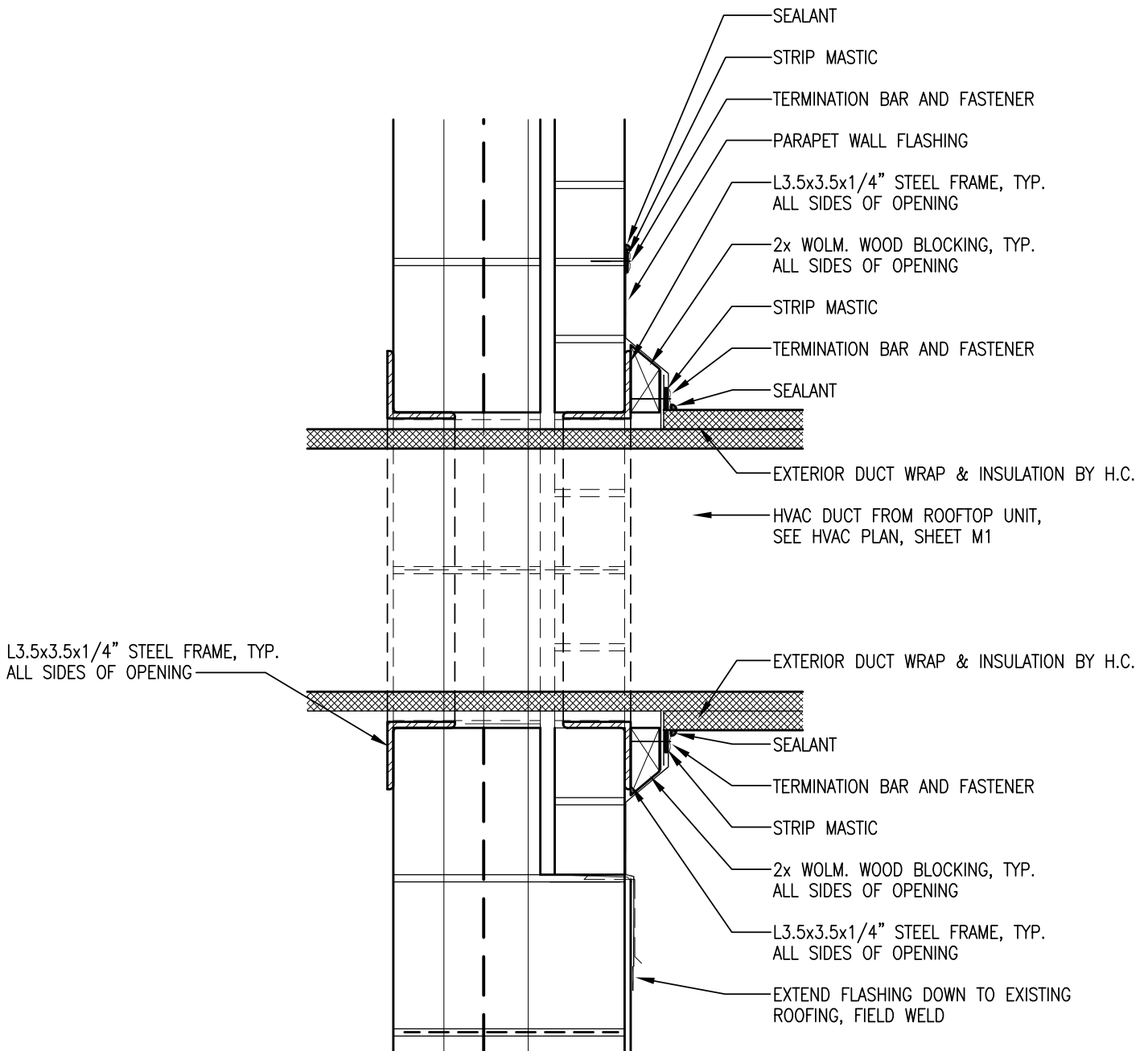
PART 3 EXECUTION

Not Used

END OF SECTION



2 FOOTING/TIE DOWN DETAIL
C-1 SCALE: 3/4"=1'-0"



DETAIL

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