

## CONTRACT ADDENDUM TWO

September 3, 2015

ISSUED BY: Horst, Terrill, & Karst Architects, P.A.  
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### **NOTICE TO ALL BIDDERS FOR THE:**

Washburn University

#### **Garvey Hall – Acoustical Upgrades**

1700 SW College Ave., Topeka, Kansas 66621

HTK Project No.: 1506.03

You are instructed to read and note the following described changes, corrections, clarifications, omissions, deletions, additions, approvals and statements pertinent to the Contract Documents. Contract Addendum One is a part of the Contract Bid Documents and Construction Documents and shall govern in the performance of the Work. **(5 pages total)**

### **ADDENDUM ITEMS TO ADDRESS:**

#### **SPECIFICATIONS**

##### Article 2-01 Pre-Bid Conference:

1. The Pre-Bid Conference was held on September 2, 2015. The agenda with discussion notes added plus the attendance list is attached for reference.

##### Article 2-02 Specification Section 001113 – ADVERTISEMENT FOR BIDS:

1. Page 001113-2: Add the following plan room to those listed as follows:

##### Article 2-03 Specification Section 098433 – SOUND-ABSORBING WALL UNITS:

1. Page 098433-3: Omit Paragraph 2.1 and associated sub paragraphs.
2. Page 098433-3: Add Paragraph 2.2, B. 2. as follows:
  2. Lamvin Inc. – Sonic I Tackable High-Impact Acoustical Wall Panels
3. Page 098433-3: Modify Paragraph 2.2, E. as follows:

E. Facing Material: FR701 by Guilford of Maine (Basis of Design)

1. Style name: 2100
2. Content: 100% post-consumer recycled polyester
3. Width: 66 inches min. usable
4. Class A, ASTM E84
5. Allow for 2 colors

Article 2-04 Drawing Sheet A102 – REFLECTED CEILING PLAN AND NOTES:

1. Clarification in reference to Note 2 and adding at least 5'-0" to the return air duct: The new, longer insulated round return air duct cannot physically extend out of the connection in the bottom of the sheet metal duct therefore will need to extend out of the side of the sheet metal duct and the previous connection location patched per standard practice. It is acceptable to relocate the existing return air grill in a new grid location immediately adjacent to the previous location and the acoustical ceiling panel placed in the previous grill location.

**2 Pages Total**

**Including Attached: (3) – 8 ½" x 11" Sheets and (0) – 11" x 17" Supplemental Drawing Sheets**

**END OF CONTRACT ADDENDUM TWO**

**\*\*\*RECEIPT OF THIS ADDENDUM IS TO BE ACKNOWLEDGED ON THE BID FORM\*\*\***

**PRE-BID CONFERENCE AGENDA with NOTES**

Project Name: WASHBURN University – Garvey Hall Acoustical Upgrades  
HTK Project No.: 1506.03  
Meeting Time: Wednesday, September 1, 2015, 11:00 am  
Meeting Location: Washburn University - Garvey Hall – Room 220

**1. INTRODUCTIONS:**

Owner: Washburn University: Rich Connell, Dir. of Facilities Services and Aaron Epps, Associate Director  
Construction Services  
Architect of Record - HTK Architects: Steve Heilman, AIA (PM)  
Acoustical Consultant - Avant Acoustics, John Hodgson (PM)

**2. ATTENDANCE:**

A. Please sign attendance roster, with name, company represented, address, phone number and E-mail.

**3. DATA CONFIRMATION:** Review of the Instructions to Bidders

A. Bid Opening Date - Tuesday, September 15, 2015 at 2:00 pm at Purchasing Office – Room 214 Morgan Hall

B. Bids must be submitted in sealed opaque envelope marked as indicated in the INSTRUCTIONS TO BIDDERS.

C. Addenda:

- 1) Number One issued August 17, 2015: Changing the date of the Pre-Bid Conference to September 2, 2015.
- 2) Anticipated Addenda Issuance dates, if needed: *September 3, 2015, September 8, 2015 and September 10, 2015.*

D. Project Description: Briefly and without force and effect on Contract Documents, work of Contract can be summarized as follows:

- 1) Interior Remodel: To improve acoustical separation between three music faculty offices and two music classrooms located on the second floor of Garvey Hall between themselves and the interior corridor.
- 2) Selective Demolition: Existing carpet and base, marker boards, doors and a small amount of ceiling grid.
- 3) New Work: New acoustical wall enhancement consisting of furring and drywall between offices and classrooms to structure above and to include ancillary ceiling grid modification to allow the new furring to fit and electrical work to extend power outlet or other electrical devices. New acoustical door systems and associated acoustical wall infill above the doors as well as a complete door infill with masonry. New finishes including carpet tile and base plus associated painting.
- 4) Acoustical Treatments: New acoustical panels on two adjacent walls in the classrooms, modification of return air ductwork above the ceiling and resealing around duct and piping penetrations through the walls between the offices and classrooms.
- 5) Schedule: Intent is to bid and award the contract and develop submittals and place orders for materials in time that work can take place during the period of time between semesters in December 2015 and January 2016. The last day of exams is scheduled for Friday, December 11, 2015, therefore the area of work will be available to commence construction activities Saturday, December 12, 2015. Winter Holiday Break (University closed) is December 25, 2015 to January 15, 2016. Therefore, Monday, January 11, 2016 shall be the DATE OF SUBSTANTIAL COMPLETION. On Saturday, January 16, 2016 Washburn University classes are scheduled to begin and the University will need the days in between to move in office and classroom furnishings as well as music faculty back into their offices.

- E. Major Subcontractors: Provide on Bid Form where and as indicated.
- F. Bid Security: In the amount of 5% of the Base Bid.
- G. Liquidated Damages: As stipulated in the Supplemental General Conditions of the Contract, Page 5, Paragraph 1.20 GC-S.
- H. Substitution Requests: Must be made by September 8, 2015
- I. Sales Tax: This project IS sales tax Exempt as stipulated in the Supplemental General Conditions of the Contract, Page 5, Paragraph 1.18 GC-Q.
- J. Site Visitations: Open as exists. Any special access to surrounding secured buildings or enclosures is not anticipated but if so desired coordinated with Aaron Epps.
- K. Construction Documents: Full sets will be issued to general contractors ONLY, upon deposit of \$100 per set. All bidders must register with Lane Blueprint's Planroom. All addenda will be distributed only through Lane Blueprint's Planroom to the contractors who are registered. ([www.laneblueprint.com](http://www.laneblueprint.com))

**4. ALTERNATES:**

- A. None anticipated.

**5. ADDENDA ITEMS "KNOWN" TO BE ADDRESSED INCLUDE:**

- A. Pending material substitution requests. Acoustical panel product.
- B. ePlan plan room in Columbia, Mo. has been added to the list of plan rooms indicated in the Advertisement for Bids.
- C. Acoustical panel fabric change.
- D. Miscellaneous clarification items.

**6. QUESTIONS / ISSUES BY CONTRACTORS:**

1. Is there a notice to proceed date? The intent is for the bids to be approved by the end of September, 2015 at which time can be considered the notice to proceed with contract development with the intent to begin the construction phase of the project at this time.
2. Contractors indicated there were difficulties getting on the Lane Blueprint site on this date. The link to the bid documents on HTK's ftp site will be emailed to those in attendance.
3. What is the existing condition in regard to how is the return air duct to be extended? Ceiling tiles were removed to investigate and it was determined that the return air grill and round insulated duct above were directly below the rectangular sheet metal return air duct above. The specific rerouting will be clarified by addendum.
4. Will the transoms above the doors be replaced? Yes, there is a detail indicating metal studs and two layers of drywall both sides.

**Washburn University**  
 Garvey Hall - Acoustical Upgrades  
 Pre-Bid Conference Attendance Sheet – September 2, 2015  
 HTK Project No.: 1506.03

**Please Print**

Attendee Name	Company Name & Address	Phone/ E-mail
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