August 30, 2018

ADDENDUM #2
Chestnut Street Records Center
Building and Site Remodeling
138 West Chestnut Street    Lancaster, Ohio  43130

In accordance with the Construction Documents for the above named Project, this ADDENDUM #2, consisting of page 1- 2 and the following PDF attachments:

1. Pre Bid Conference meeting minutes.
2. Cover Sheet
4. Sheet A2.2 Floor Plan.
5. Sheet A3.1 Exterior Elevations.
6. Sheet H-1  HVAC Floor Plan.
7. Sheet H-4  HVAC Schedules
8. Sheet H-5  HVAC Mechanical Specifications
9. Sheet H-6  HVAC - BAS

are hereby made a part of the Construction Documents as if written therein.

INFORMATION TO BIDDERS

Item 1.  a. Dynamix Energy is the Owner’s HVAC building automation system controls provider. Contact Brian Bowers (614-736-2100) or Todd Mace (614-443-1178) with questions you may have.

Item 2.  b. See attached August 23, 2018 Pre Bid Conference meeting minutes.

CHANGES AND CLARIFICATIONS TO THE DRAWINGS

Item 1.  SHEET A2.2 FLOOR PLAN AND SHEET A3.1 EXTERIOR ELEVATIONS
a. Eliminate one of the EIFS ‘medallions’ from the west exterior wall at room 121, and add two new windows to this exterior wall in room 121 as illustrated on the attached revised construction document sheets A2.2 and A3.1.

Item 2.  SHEET A0.2 SITE PLANS
a. Add temporary construction fence as required to provide barrier between the construction site and the public.

Item 3.  SHEET A2.5 PLAN DETAILS
a. All Trifab 451 T windows and storefront are to be center glazed as specified on sheet GN.3, Article 0808.D. (Details on sheet A2.5 incorrectly illustrate outside glazed.)
Item 4. **SHEET GN.1 GENERAL NOTES**  
a. On sheet GN.1, revise Article 0008.a to say “At least one week prior to the onset of construction….”

Item 5. **SHEETS A1.1 DEMOLITION PLAN AND A2.2 FLOOR PLAN**  
a. When door and frame 108b are demo’d, enlarge existing masonry opening 6” to the east and replace existing lintel per lintel schedule for new 42” wide door as shown on revised plans. Revise door 108b size to ‘3668’ on the door and hardware schedule on sheet a2.2.

Item 6. **COVER SHEET**  
a. Add Sheet H-6 ‘HVAC – BAS’ to the drawing index.

Item 7. **SHEET E5 ELECTRICAL SPECIFICATIONS**  
a. Article 16705 – Monitoring System (Addressable) – paragraph D: Add ‘Autocall’ as an acceptable manufacturer for the sprinkler monitoring system.

Item 8. **SHEET H-1 HVAC FLOOR PLAN**  
a. Add gravity damper controlled bypass ducts for RTU-4 and RTU-5.  
b. Add coded notes for bypass duct and dehumidifier drain piping.  
c. Remove references to Dynamix Software and change descriptions to ‘BAS’.

Item 9. **SHEET H-4 HVAC SCHEDULES**  
a. Add stainless steel heat exchanger to RTU-4.  
Add notes for control systems interface with BAS.

Item 10. **SHEET H-5 HVAC SPECIFICATIONS**  
a. Add Section 15935 for BAS Controls and Installation  
b. Remove references to Dynamix Software and change descriptions to BAS.

Item 11. **SHEET H-6 HVAC-BAS**  
a. Floor plan illustrating BAS control system wiring.

- End of Addendum #2 –  
  See attachments as listed on page one
August 23, 2018

ARCHITECT’S MEETING NOTES
PRE BID CONFERENCE
CHESTNUT STREET RECORDS CENTER

1. **Sign in** – all contact info
   a. Legibly – this is what I’ll use to send out the addendum

2. **Project Overview**
   a. **Review Floor Plan**
   b. **Careful coordination of all above ceiling work.**
      i. Existing sprinkler mains staying in place
         1. (unless you want to move them)

3. **Addendum Items** –
   a. get to me in writing by email or fax
      i. No phone calls, no conversations here... I am not responsible to remember verbal
      ii. I’ll email addendum to everyone who signed in to Pre Bid Conference

4. **Form of Proposal** – included in Owner’s Invitation To Bid

5. **Bids due** next Friday (8-31-18) at 2:00 in Commissioner’s office third floor of Courthouse.
   a. **This date was revised by Revised Addendum #1, dated 8-27-18.**

6. **Public bid opening**

7. **Pre Construction Submittals**
   a. **The due date for these items was incorrectly stated during the meeting. They actually are due no less than one week prior to the onset of construction, as clarified in Addendum #2.**
   b. **Site Utilization Plan**
      i. Job trailer
      ii. Parking
      iii. Deliveries
      iv. Equipment
      v. Crane
   c. **Project Schedule**
      i. Delivery of Materials
      ii. Shop drawing submittals
      iii. Job Progress meeting dates
      iv. Start and finish dates of all facets of the work (roken out by trade, rough-in, finish, etc)
      v. Substantial Completion date
      vi. Punch list completion
d. Schedule of values - AIA 6703  
i. Detailed – labor and materials  
ii. Break each trade down by CSI divisions  
e. Resumes of proposed in-house PM and on-site superintendent  

8. Project Timeline – these dates have been revised by Revised Addendum #1, dated 8-27-18.  
a. Award Contract – Tuesday September 11  
b. Notice to proceed – Tuesday September 18. (one week from award)  
i. Successful bidder needs to hop on:  
   1. contract  
   2. site utilization plan  
   3. schedule of values  
   4. project schedule  
c. Owner Occupancy – March 2, 2019 (23 weeks from notice to proceed)  
d. Hop on it and get most of exterior work down before winter  
e. Empty building -- nice inside job for winter  

9. Job Progress meetings – every two weeks, on site  
a. GC runs meeting  
b. GC takes meeting minutes  
c. GC distributes meeting minutes within two days of meeting  
d. GC distributes proposed progress meeting agenda two days prior to meeting date  
e. See specs for further info re meetings  

10. GC superintendant to be on site every minute that any work is being done.  
a. Each major trade to have their supervisor on site any time their work is being done.  
b. Superintendent and supervisors need to be fluent in English.  

11. Pay requests to the Architect same time every month  
a. Submit with current and honest updated schedule of values.  

12. Change Order Requests (Bulletins) with sufficient back up to the Architect  
a. Submit these for approval  
b. Then submit Change Order before the contemplated work is begun –  
   i. don’t start the work until Owner gives written approval of the change order.  
c. Don’t wait til you’re done with that portion of the project and then submit the change order  
   – I won’t approve it under those circumstances.  

13. Site Utilization  
a. Public parking in NW corner of parking lot  
   i. Need construction fence to separate  
   ii. All site entry will be thru east parking lot driveway or via alleys.  
b. Keep streets and alley free of mud and debris  
c. Pick up trash on site and in the building every day.  
d. Site utilization  
   i. Porta Potties  
   ii. Job Trailer  
   iii. Construction dumpster  
   iv. Deliveries
v. Equipment and material storage
vi. Employee parking all on site – none in the street

14. **Golden Rule** – When in doubt, check it out. It’s better to ask permission than forgiveness!

15. **Building Tour**
   a. Interior / Roof / Exterior
138 WEST CHESTNUT STREET
FAIRFIELD COUNTY
COMMISSIONERS
FOR THE
BUILDING AND SITE REMODELING
CHESTNUT STREET RECREATION CENTER

PL PLANNING INDEX: L-1823

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