



**2KM Architects, Inc.**  
529 Greene Street  
Augusta, GA 30901  
ph. 706.736-3333  
fx. 706.736-7100

## ADDENDUM #1

<b>DATE:</b>	<b>December 24, 2020</b>
<b>PROJECT:</b>	<b>TERRACE MANOR ELEMENTARY SCHOOL ROOF AND HVAC 3110 TATE ROAD, AUGUSTA, GA 30906</b>
<b>PROJECT NUMBER:</b>	<b>B-18-012-4330; 2KM #2020-14</b>

### **Part 1 – Specifications:**

- 1.101 Reference Bid Requirements, Invitation to Bid, fourth paragraph, Pre-Bid Conference.
- a. The following are made a part of the Contract Documents:
1. See attached “*Pre-bid Conference Agenda.*”
  2. See attached “*Sign-in Log*” for attendance at Pre-bid Conference.
  3. See attached “*Meeting Notes*” from Pre-bid Conference.
- 1.102 Reference Bid Requirements, Invitation to Bid, first paragraph, Bid Date:  
**CHANGE:** Bid date from Thursday, January 7, 2021 to ***Thursday, January 28, 2021.***

### **Part 2 – Drawings:**

1.201 N/A

**END OF ADDENDUM #1**

SIGNED BY: *Robert L. Mauldin*  
Robert L. Mauldin, NCARB, AIA  
Principal Architect, GA-RA-005958

Enclosed: Pre Bid Conference Agenda  
Pre Bid Sign in Sheet  
Pre Bid Meeting Notes  
Invitation to Bid



**PRE-BID CONFERENCE AGENDA**  
**TERRACE MANOR ELEMENTARY SCHOOL**  
**AUGUSTA, GEORGIA**  
**PROJECT NUMBER # B-18-012-4330; 2KM#: 2020-14**

**Date:** 12/17/2020

**Location:** *Terrace Manor Elementary School*  
*3110 Tate Road, Augusta GA 30906*

**Time:** 2:00 pm

**1. Sign-in:**

- a. Sign and provide complete contact information.
- b. Request all parties sign-in with Full Name, Title, Company Name, Phone Number, Fax Number and E-mail.

**2. Introductions:**

- a. A/E and Owner/GMKA
- b. Facility Representatives.

**3. General Project Overview:**

- a. Building & use.
  - 1) Facility type and general project overview:
  - 2) Existing Elementary School.
- b. Renovations:
  - 1) **Building:**
    - a) General Renovations:
      - i. Reflash new RTU roof curbs and new heat pump units (60 mil. EPDM).
      - ii. Remove and install new skylights with curbs.
      - iii. Reflash & seal any Electrical conduit penetrations.
      - iv. Flash existing EPDM roof seams and penetrations.
      - v. Firestop seal walls at pipe penetrations
      - vi. Replace flooring in P.E. Office
      - vii. Install fiberglass reinforced panels wainscot protection on kitchen GPDW walls.
      - viii. Prime and paint stained Tectum decking in corridors.
      - ix. Reseal Roof conduit penetrations.
      - x. Firestop seal wall conduit penetrations in Mechanical Rooms. (new work areas)
    - b) Mechanical and HVAC:
      - i. The existing wall mount heat pump (WHP) units serving most classrooms will be replaced with similar WHP units utilizing a hot gas reheat dehumidification system with bi-polar ionization units.
      - ii. The existing RTU's serving spaces including the Admin areas and cafeteria will be replaced with similar RTU's utilizing hot gas reheat dehumidification and bipolar ionization to achieve indoor air quality in accordance with ASHRAE standard 62.1.
      - iii. Refrigerant piping will be type ACR rigid copper piping with brazed joints and fittings. Piping insulation will be pre-molded flexible elastomeric cellular material.
      - iv. Low pressure supply and return ductwork will be rectangular shop-fabricated duct rated for 1"WC positive or negative pressure. All supply and return ductwork will be insulated with 2" fiberglass



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**Time:** 02:00 pm

- insulation.
- v. All building HVAC controls will be distributed digital/electronic controls with a Web-based system front-end integrated into the Owner's data network.
- c) Electrical:
  - i. Equipment Power:
    - a) Reconnect new Mechanical Equipment. (one-for-one replacement)
  - ii. Fire Alarm System:
    - a) Reconnect Smoke Detectors in AHU ductwork.
    - b) Recertify Fire Alarm devices & System.
  - iii. Replace existing light fixtures with new L.E.D. fixtures in Teachers Workroom.
- c. Schedule: (*See Attached Invitation to Bid*)
  - 1) Bid date: **January 17, 2021 @ 2:00 p.m.**, Due to the Closure of the Richmond County Board of Education Building for COVID-19, completed bid package are to sent to the e-mail address RCSSBIDS@rcboe.org
  - 2) Construction Days: **TBD**.
- d. Review unique conditions and constraints of the project, site, and specifications:
  - 1) HVAC Refurbishment:
    - a) Children are present during weekday school schedule.
    - b) Provide temporary barriers and protection for material storage/laydown areas and areas of work.
  - 2) This is an operating campus, occupied building and site.
    - a) Construction paths to be defined by GMKA/RCSS representatives.
    - b) Protect public from work hazards; safety barriers are required. (See phasing diagram)
  - 3) Conduct on Site:
    - a) Identification: all workers to have a valid Government issued Photo I.D. at all times.
    - b) Proper behavior/language & Attire is required from all suppliers, subcontractors and general contractor's workmen.
- 4. ADD ALTERNATES:**
  - a. **ADD ALTERNATE #1:**
    - i. Add sidewalk from S-W Bus Drive to connect to Front Entry for "Walkers". (Safety issue)
    - ii. Erosion on N-W Bank toward Playground & under drip-line of roof eave. Add gutter & Downspouts, infill mud-holes along wall, extend RDL's to Rip-Rap.
    - iii. Erosion on N-E side. Dealing with Downspouts with new splash pads/gravel sub-base. (shown)
    - iv. Gates padlocked at egress path S-E courtyard. (Add Panic-out hardware w/ modified Gate assembly)



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- v. Install new ornamental metal screen walls to protect Canopy Covered Pathway between S-E exit to P.E. building. Requires double panic gates. (access N-W play areas & Bus Loading Canopy) Add hold-open bumper stops.
  
  - b. **ADD ALTERNATE #2:**  
Remove existing carpet and install Solid Vinyl Tile in Coaches Office in P.E. Bldg.
  
  - c. **ADD ALTERNATE #3:**
    - i. Install Stain-block primer & 2-finish coats paint on Corridor Ceilings.
    - ii. Install 2-part Epoxy Paint Wainscot in Corridors.
    - iii. Replacement LED Lighting for Corridors.
  
  - d. **ADD ALTERNATE #4:**
    - i. Prime and Paint Gang Toilet Rooms.
    - ii. Replace Toilet Compartments in Gang Toilet Rooms.
    - iii. Replace wall hung sinks/lavatories w/ faucets/traps In Gang Toilet Rooms.
    - iv. Replace Toilet fixtures w/ flush valves Gang Toilet Rooms).
  
  - e. **ADD ALTERNATE #5:**
    - i. Prime and Paint Staff Toilet Rooms.
    - ii. Replace Staff Toilet Fixtures.
  
  - f. **ADD ALTERNATE #6:**
    - i. Add Fiberglass Reinforced Plastic wainscot protection on Kitchen GPDW Walls.
    - ii. Prime and Paint Cafeteria & Stage area.
    - iii. Replacement LED Lighting for Stag.
  
  - g. **ADD ALTERNATE #7:**  
Remove and replace all light fixtures in Teacher Workroom 132 with new LED fixtures.
  
  - h. **ADD ALTERNATE #8:**  
Install a new mini-split HVAC system to serve Principals Office 111.
  
  - d. **ADD ALTERNATE #9:**  
Owner-preferred HVAC Controls – Automated Logic Corporation (ALC).
- 5. ALLOWANCES:**
- a. **ALLOWANCE NO. 1:** Unforeseen Conditions Allowance  
Allowance Amount: \$ 40,000.00  
Labor & Materials for unforeseen conditions (concealed work).
  
  - b. **ALLOWANCE NO. 4:** Owner Training for HVAC  
Allowance Amount: \$ 2,500.00



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**TOTAL ALLOWANCE AMOUNT:** \$ 42,500.00

- 6. Phasing: Single Phase**
- 7. Addendum #1:**
  - a. Clarifications.
  - b. Pre-bid Agenda and Sign-In Sheet.
- 8. Open for questions.**
- 9. Site tour.**



**PRE-BID CONFERENCE SIGN-IN SHEET  
TERRACE MANOR ELEMENTARY SCHOOL  
AUGUSTA, GEORGIA  
PROJECT NUMBER # B-18-012-4330; 2KM#: 2020-14**

**Date:** 12/17/2020  
**Time:** 2:00 pm

**Location:** Terrace Manor Elementary School  
3110 Tate Road, Augusta GA 30906

<b>SIGN IN LOG</b>		
<b>NAME &amp; COMPANY</b>	<b>ADDRESS</b>	<b>PHONE/FAX/EMAIL</b>
Rob Mauldin 2KM Architects, Inc. <i>Robert F. Mauldin</i>	529 Greene Street Augusta, GA 30901	PH: 706-736-3333 FX: 706-736-7100 Email: rmauldin@2kmarchitects.com
Todd Zills RCSS Facilities	1781 15 <sup>th</sup> Street Augusta, GA 30901	PH: 706-691-6916 FX: Email: zillsto@boe.richmond.k12.ga.us
Christopher S. Lehi 2KM Architects, Inc.	529 Greene Street Augusta, GA 30901	PH: 706-736-3333 FX: 706-736-7100 Email: mposton@2kmarchitects.com
Kevin Drayton GMKA	1201 Main Street Suite 2100 Columbia, SC 29201	PH: 803-446-1512 FX: Email: kdrayton@gmka.com
Benton Starks RCSS Sr. Director of Facilities	1781 15 <sup>th</sup> Street Augusta, GA 30901	PH: 706-737-7188 FX: Email: starkbe@boe.richmond.k12.ga.us
<i>John Miller Copper Cowi-Co Inc</i>	<i>910 Mcintosh St V. Linin Georgia</i>	PH: 912-537-6420 FX: 912-537-6423 Email: jim.miller@coppercowi.com
<i>Roger Whitaker JH Cleveland Const.</i>	<i>PO Box 142 Evans, GA 30609</i>	PH: 706-860-3739 FX: Email: roger@jhcleveland.com
Anthony Vallery DeRallo Inc Project Manager G.C.	P.O. Box 5327 Augusta GA 30914	PH: 706-790-1445 FX: 706-790-5272 Email: derallo1971@gmail.com
<i>Kevin Hank EDC</i>	<i>1201 Broad St Augusta GA 30901</i>	PH: 706-724-3551 FX: Email:



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Chris Michals	Gold Mech	PH: FX: Email: cmichals@goldmech.com
Todd Hatfield	Silver Sheet Metal	PH: FX: Email: thatfield@silversheetmetal.com
RODNEY CADORETTE	PORTER ROOFING CONT	PH: FX: Email: RODNEY@PORTER-ROOFING.COM
Bryce Hawie	R.D. Brown Contractors	PH: 706-799-0031 FX: Email: bhawie@browntrusted.com
Alfred Vizzari	SD Clifton	PH: 706-267-9140 FX: Email: alfred@sdclifton.com
LORENZO MASONI	CMI	PH: 706-667-9033 FX: 706-667-9034 Email: lorenzom@contactmaminc.com
Grant Cartledge	PFA	PH: FX: Email:
		PH: FX: Email:
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 3110 Tate Road, Augusta GA 30906

Waters Mechanical Inc (GC)	Mwen Bredley	PH: 912-654-2829 FX: Email: M.darden@watersmechanical.net
McDonald Const. Co.	Jeffrey Williamson	PH: (912) 537-4181 FX: Email: Bryson@mcciga.com
PCF Construction	Steve Page	PH: 912-537-6210 FX: Email: Steve.page@pcfconstruction.com
Stewart Construction	Todd Stewart	PH: 706-831-6124 FX: Email: Todd.Stewart@stewartconstructionLLC.com
RW ALLEN	MATTHEW PULLIAM	PH: 706-733-2800 FX: Email: MPULLIAM@RWALLEN.COM
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# MEETING NOTES

**Project Name:** Terrace Manor Elementary School HVAC      **Project No.:** B-18-012-4330  
**Meeting Location:** Terrace Manor Elementary School Media Center      **Date:** 2KM# 2020-14  
 3110 Tate Road, Augusta, GA 30906      **Time:** December 17, 2020  
**Purpose:** Pre-Bid Conference      **Time:** 02:00 PM

## ATTENDEES

NAME	FIRM	PHONE
See Sign-in Log	See Attached.	
ITEM	DISCUSSION	COMMENT
A.	<p>Reviewed Agenda in detail (See attached Agenda)</p> <ol style="list-style-type: none"> <li>1. Kevin Drayton, GMKA and Rob Mauldin, 2KM Architects gave overall introductions reviewed the updated Bid/Award process and proposed timing.               <ol style="list-style-type: none"> <li>a. Rob Mauldin, 2KM Architects made introductions for A/E Team.                   <ol style="list-style-type: none"> <li>1) Grant Cartledge, Pruett Ford &amp; Associates – Mechanical HVAC</li> <li>2) Kevin Hink, Electrical Design Consultants (EDC) - Electrical</li> </ol> </li> </ol> </li> <li>2. All parties signed in.</li> <li>3. Architect of Record: 2KM Architects, Inc., Robert Mauldin, Principal Architect.</li> <li>4. R. Mauldin outlined the Building Renovations Scope of Work:               <ol style="list-style-type: none"> <li>a. Building:                   <ol style="list-style-type: none"> <li>1) <u>General Renovation:</u> <ol style="list-style-type: none"> <li>a) Reflash new RTU roof curbs and new heat pump units (60 mil. EDPM).</li> <li>b) Remove and install new skylights with curbs.</li> <li>c) Reflash &amp; seal any Electrical conduit penetrations.</li> <li>d) Flash existing EPDM roof seams and penetrations.</li> <li>e) Firestop seal walls at pipe penetrations</li> <li>f) Replace flooring in P.E. Office</li> <li>g) Install fiberglass reinforced panels wainscot protection on kitchen GPDW walls.</li> <li>h) Prime and paint-stained Tectum decking in corridors.</li> <li>i) Reseal Roof conduit penetrations.</li> <li>j) Firestop seal wall conduit penetrations in Mechanical Rooms. (new work areas/penetrations of Roof &amp; Walls.)</li> </ol> </li> <li>2) HVAC/Mechanical:                   <ol style="list-style-type: none"> <li>a) The existing wall mount heat pump (WHP) units serving most classrooms will be replaced with similar WHP units utilizing a hot gas reheat dehumidification system with bi-polar ionization units.</li> <li>b) The existing RTU's serving spaces including the Admin areas and cafeteria will be replaced with similar RTU's utilizing hot gas reheat dehumidification and bipolar ionization to achieve indoor air quality in accordance with ASHRAE standard 62.1.</li> <li>c) Refrigerant piping will be type ACR rigid copper piping with brazed joints and fittings. Piping insulation will be pre-molded flexible elastomeric cellular material.</li> <li>d) Low pressure supply and return ductwork will be rectangular shop-fabricated duct rated for 1"WC positive or negative pressure. All supply and return ductwork will be insulated with 2" fiberglass insulation.</li> <li>e) All building HVAC controls will be distributed digital/electronic controls with a Web-based system front-end integrated into the Owner's data network.</li> </ol> </li> </ol> </li> </ol> </li></ol>	<ol style="list-style-type: none"> <li>1. Bid Date/Time.</li> </ol>

	<p>3) Mechanical/Plumbing:</p> <p>a) New fixtures in Toilet Rooms.</p> <p>1) See Add Alternates.</p> <p>4) Electrical:</p> <p>a) Equipment Power:</p> <p>i. Reconnect new Mechanical Equipment. (one-for-one replacement)</p> <p>b) Fire Alarm System:</p> <p>i. Reconnect Smoke Detectors in AHU ductwork.</p> <p>ii. Recertify Fire Alarm devices &amp; System.</p> <p>c) Replace existing light fixtures with new L.E.D. fixtures in Teachers Workroom.</p> <p>b. Add Alternates 1 – 9 were reviewed. Owner may consolidate for fewer items. See Addendum #1.</p>	
<p>B.</p>	<p>Schedule:</p> <p>1. Bid date <b>January 7<sup>th</sup>, 2021 at 2:00 p.m. (Electronic submittal only)</b></p> <p>a. Bid Opening to be through email submittal only. Bid results will be posted per the updated RCSS Bid Submittal Process</p> <p>b. <u>General Contractor's license is required.</u></p> <p>2. Construction Days: <b>TBD.</b> See Addendum #1.</p> <p>3. Contractors to read Bid Requirements very carefully and Submit all required documents per the updated RCSS Bid Submittal Process (E-mail only).</p> <p>4. All Prior Approvals and Questions must be submitted prior to the end of the day <u>Monday December 28, 2020.</u></p>	
<p>C.</p>	<p>R. Mauldin, 2KM, outlined provisions for work in occupied buildings:</p> <p>1. Work on Site – protect areas from access by children.</p> <p>a. Protect access and egress on all occupied building egress paths.</p> <p>b. Protect staff, visitors and students from areas of work or hazards.</p> <p>c. All workers must wear identifiable clothing and have a government issued I.D on them at all times.</p> <p>2. Project work will be conducted during summer break and 2020-2021 school year.</p> <p>a. Must work closely with Assistant Principal and RCSS for sequence of work.</p> <p>3. Assistant Principal is the main contact person on-site for Terrace Manor Elementary School.</p> <p>a. Call ahead to K. Drayton to arrange site visitation several hours to schedule &amp; coordinate with the school. (He is out of office – don't wait)</p> <p>b. Check-in and a visitor's pass is required, and contact with custodial staff to review project rooms is required. Site access is no issue – open areas.</p>	
<p>D.</p>	<p>Miscellaneous Items :</p> <p>1. Plans are available <u>in hard copy only</u> for distribution control/monitoring of Plan Holders. Contact 2KM Architects, Inc. (706) 736-3333.</p> <p>2. \$200 deposit, refundable upon return in complete &amp; useable/good condition, undamaged sets for Owner's reuse during project.</p> <p>3. Contact 2KM office &amp; provide contact information along with the deposit check. (pickup encouraged; shipping may incur delay due to holiday season)</p> <p>4. Comment during SOW review on Fire Alarm: Smoke/Duct Detectors are required in larger units on roof.</p> <p>5. Electrical will be issuing additional sketches for lighting Add Alternates via Addendum #1. (Stage &amp; Corridor fixtures replacement)</p>	

E.	Minimal Site tour was conducted: select G.C.'s & Subcontractors participated: 1. General areas of work at corridors was open for tour. Typical classroom mechanical is exterior mounted wall package units.	
F.	All questions should be issued in writing: <a href="mailto:mail@2kmarchitects.com">mail@2kmarchitects.com</a> or <a href="mailto:clehi@2kmarchitects.com">clehi@2kmarchitects.com</a>	<b>Call to verify receipt.</b>
G.	Meeting Adjourned.	

Please notify the recorder of these minutes of corrections within 10 days of receipt.

Meeting minutes approved by: *Robert L. Mauldin*  
 Robert L. Mauldin NCARB, AIA  
 Principal Architect, GA-RA-05958

Encl: 2KM Pre-Bid Agenda  
 Sign in Log

cc: RCSS  
 GMKA  
 PFA  
 EDC  
 2KM File

**COUNTY BOARD OF EDUCATION OF RICHMOND COUNTY**  
**INVITATION TO BID**

Due to the closure of the Richmond County Board of Education building for Covid-19, sealed proposals from Contractors will be received for the B-18-012-4330 - Terrace Manor Elementary School Roof & HVAC Project via e-mail until 2:00 p.m. local time, Thursday, January 28, 2021. Please send the completed bid package to the e-mail address [RCSSBIDS@rcboe.org](mailto:RCSSBIDS@rcboe.org) and use in the subject line "<Your Company Name>, Terrace Manor Roof and HVAC Project". No extension of the bidding period will be made. A bid tabulation will be made available to each contractor who submits a bona fide bid.

A Pre-Bid Conference will be held December 17, 2020 @ 2:00 PM local time in the Media Center Conference Room, Terrace Manor Elementary School, 3110 Tate Road., Augusta, GA 30906

Drawings and project manual on this work may be examined at the Department of Maintenance and Facilities, Richmond County Board of Education, 1781 15<sup>th</sup> Street, Augusta, Georgia 30901.

Bidding documents may be obtained at the Office of the Architect: 2KM Architects, Inc., 529 Greene Street, Augusta, Georgia 30901. Applications for documents together with refundable deposit of \$200.00 set should be filed promptly with the Architect. Bidding material will be forwarded (shipping charges collect) as soon as possible. The full amount of deposit for one set will be refunded to each prime contractor who submits a bona fide bid upon return of such set in good condition within 10 days after date of opening bids. All other deposits will be refunded with deductions approximating cost of reproduction of documents upon return of same in good condition within 10 days after date of opening bid.

Contract, if awarded, will be on a lump sum basis. No bid may be withdrawn for a period of 35 days after time has been called on the date of opening.

Bid must be accompanied by a bid bond in an amount not less than 5% of the base bid. Personal checks, certified checks, letters of credit, etc., are not acceptable. The successful bidder will be required to furnish performance and payment bonds in an amount equal to 100% of the contract price.

The Owner reserves the right to reject any and all bids and to waive technicalities and informalities.

**BID LIST:** The Richmond County Board of Education maintains a bid list for many categories that are let for bid each year. If your company wishes to remain on our bid list, we must receive a response either through a bid or by a no bid response. If we do not receive a response, your company's name will be removed from our bid list. Please call the bid office at 706-826-1298 if you fail to receive a post card.

To promote local participation, a database of Sub-contractors, Suppliers, and Vendors has been developed by the Program Manager, GMK Associates. Contact Jeanine Usry with GMK Associates at (706) 826-1127 for location to review and obtain this database.

Bids shall be submitted and addressed to:

Dr. Kenneth Bradshaw  
County Board of Education of Richmond County  
Administrative Office  
864 Broad Street  
Augusta, Georgia 30901  
c/o: Mr. Bobby Smith, CPA