

Issued : December 7, 2022

ADDENDUM #1

This Addendum is hereby made a part of the contract documents to the same extent as though it was originally included therein. This addendum must be acknowledged in the Bid Form.

TO ALL BIDDERS FOR FURNISHING LABOR, EQUIPMENT AND MATERIALS NECESSARY AND REQUIRED FOR:

**Hurricane Ida Repairs to the South Houma Fire Station
Houma, La.**

ARCHITECT'S PROJECT NUMBER: 22-1749

**MISCELLANEOUS CHANGES, ADDITIONS AND
CORRECTIONS:**

1. A non-mandatory Pre-bid Conference was held on Wednesday, November 30th at 10:00am. Conference minutes and a copy of the sign-in sheet are included as part of this Addendum for reference.
2. For clarification, existing items currently in place throughout the building are to remain in place unless specifically noted otherwise in the Construction Documents. It is the Contractor's responsibility to temporarily remove and reinstall any items as required to access areas to perform non-associative work (Example: Contractor may need temporarily remove/reinstall existing electrical conduit in order to access attic space above for insulation installation.)
3. For clarification, and as indicated in the meeting minutes, the Owner intends to occupy the building throughout the duration of construction, therefore, the Contractor will be required to coordinate phasing of construction activities as part of the project.

**CHANGES, ADDITIONS AND CORRECTIONS IN PROJECT
MANUAL:**

1. Bid Form – Remove current Bid Form and replace with revised Bid Form (attached)
2. Request for Bid: For clarification, a 5% bid bond is required to be submitted with the bid per the bid security section at the bottom of the bid form.
3. Request for Bid: For clarification, a performance and payment bond is required to be included as referenced in the revised section 5.23 of the Request for bid (attached).

CHANGES, ADDITIONS AND CORRECTIONS IN THE DRAWINGS:

1. G100: Specific Note #4 in relation to the Site Plan indicates for the Contractor to remove & replace the damaged radio antenna (and wiring) at the existing antenna tower. The Owner has provided the following additional information in regards to the antenna:
Existing Antenna – MFBW7463, 700mhz Omni-Directional Antenna by Pasternack.
2. G100: Specific Note #3 in relation to the Site Plan indicates for the Contractor to remove & replace the damaged 12'x16' storage shed on site. The manufacturer of the existing storage shed is as follows, and shall set the standard for the replacement shed (equal products may be submitted for review and approval during the submittal process):
Existing Storage Shed – All-States Building Systems, Inc.
3. A300: For clarification, the intent of the documents is to replace the entire roof system as reflected in the quantities indicated in the specific notes. Diamond note locations on the drawings are representative of work to be included in the scope, but are not necessarily shown at every specific location.
4. A301: Details 3 & 5A301 currently indicate a 2" drip edge at the upper roof. This drip at the upper roof area shall be changed to a 4" 24 gauge prefinished metal drip with continuous concealed clip in these areas.
5. A301: Detail 6A301, specific note #9 indicates that the existing flashing is to remain in place. This note shall be removed and replaced with the following:
"Existing, damaged counterflashing shall be removed and replaced with new 24 gauge prefinished counterflashing to match existing (+/-100 lft.). No exposed fasteners will be accepted."

PRIOR APPROVALS:

N/A.

END OF ADDENDUM NO. 1

HURRICANE IDA REPAIRS TO THE
SOUTH HOUMA FIRE STATION
HOUMA, LA.
TERREBONNE PARISH CONSOLIDATED GOVERNMENT

NON-MANDATORY PRE-BID CONFERENCE *MINUTES*
NOVEMBER 30, 2022 (10:00 AM)

**Additional items discussed are indicated in red.*

1. Introduction of Owner, Program Manager, Architect, and Consultants
 - a. This pre-bid conference is ***Non-Mandatory***.
 - b. Please make sure that all Prime Bidders Sign-in.
2. Bid Date/Time/Place: ***Tuesday, December 13, 2022 at 2:00pm at the City of Houma Service Complex (Purchasing Division) 301 Plant Rd. Houma, La.***
3. Bid security requirements: ***Bid Bond in the amount of five (5%) percent of the amount of the proposal made payable to the appropriate agency. Failure to do so will result in the bid/bids being declared nonresponsive and shall be cause for rejection. If a bid bond is provided it shall be on the form described in the Project Manual.***
4. Performance and Payment bond requirements: ***Refer to Supplementary Conditions of the Project Manual***
5. Review Addenda (issued and proposed)
 - a. ***No Addenda have been issued to date, however one will be issued in the near future that includes minutes to this pre-bid conference, as well as the list of bidders who attended and may submit a bid.***
6. Review Bid Form
 - a. Submit original only – ***LA Uniform Public Work Bid Form***
 - b. ***Fill-in all blanks***. If an item does not apply, write in “N/A” or “Not Applicable”
 - c. Discuss Alternates:
 - ***Alternate #1: Additional Exterior Renovations.***
 - ***Alternate #2: Additional Interior Renovations.***
 - ***Alternate #3: Remove & Replace Roof Sheathing (Unit Cost). No lump sum price is required for this Alternate. Bidder shall complete the Unit cost form and include with their bid.***
 - d. Discuss unit prices:
 - ***Remove & replace damaged wood sheathing at roof. Price to be based off of 32 square feet of wood sheathing (one 4x8 sheet).***
 - e. Discuss construction time: ***90 calendar days***
 - f. Discuss liquidated damages: ***\$500.00 per calendar day***

7. Discuss additional bid and post bid information. **Post bid information is referenced and included in the Instructions to Bidders.**
8. Discuss delays and extensions of time and anticipated days of adverse weather. **Refer to Supplementary Conditions**
9. Insurance requirements are indicated in the Supplementary Conditions of the Sample Contract.
10. Discuss tax exempt status and requirements, review forms. **Since this is a Parish project, it will be tax exempt and the Contractor will be required to register with the Parish as a vendor.**
11. Discuss and review Davis-Bacon and other Federal requirements. **Davis-Bacon requirements do not apply to this project.**
12. Project coordination
 - a. Superintendent (full-time)
 - b. Subcontractors must be familiar with all plans and specifications
13. Discuss Testing Lab Requirements: **Contractor shall be responsible for testing unless otherwise noted in specifications.**
14. Discuss temporary facilities
 - a. Utilities: **Contractor to utilize Owner's current utilities.**
 - b. Site access and utilization : **The Owner intends to occupy this facility during construction and therefore, coordination & phasing of work will need to occur between the Contractor and the Owner.**
 - c. Sanitary facilities: **Provided and maintained by Contractor.**
 - d. Project sign: **Project identification as required by AHJ.**
 - e. Security and protection: **Contractor is responsible for securing site and materials.**
15. Requests for product substitutions / prior approvals
 - a. Must receive 7 days prior to bid time
 - b. Approvals issued by Addendum only; 72 hours before bidding
 - c. Owner reserves the right to substitute products after bidding to maintain the project schedule in accordance with General Conditions
16. Advise Bidders regarding which online service and/or plan rooms they can obtain documents: **Bid Documents may be obtained through Central Bidding www.centralbidding.com . Documents are also available for viewing at Duplantis Design Group, PC during regular office hours.**
17. Summarize the Work
 - a. General Description:
The scope of work includes the replacement of damaged roof systems, as well as replacement of water-damaged interior finishes. The project scope also alternates for additional interior and exterior improvements.
 - b. **Contractor shall be responsible for maintaining a weathertight condition throughout construction.**
 - c. Work to be performed by others: **N/A.**

18. Owner/Design Team comments/information

19. Questions?

- *An estimated budget was requested by one of the bidders present. The estimated budget for the base bid repairs is \$225,000.00 and an additional \$50,000 for work described in the Alternates.*
- *Bidders present opted to travel to the facility to review the existing conditions. While there, the following questions were asked:*
 - *Additional information on the antenna to be replaced per the documents (Parish to provide additional information to be included by Addendum).*
 - *Will phasing be required? Owner does intend to occupy the facility throughout the course of construction, therefore coordination and phasing of the work will be required.*
 - *Will all furniture be removed prior to the start of work? The Owner will be responsible for removal and reinstallation of all furniture and moveable equipment. Contractor shall coordinate the removal schedule with the Owner.*

LOUISIANA UNIFORM PUBLIC WORK BID FORM

**TO: Terrebonne Parish
Consolidated Government
8026 Main Street, 7th Floor
Houma, Louisiana 70360**

**BID FOR: Hurricane Ida Repairs to the South Houma Fire
Station**

The undersigned bidder hereby declares and represents that she/he: a) has carefully examined and understands the Bidding Documents, b) has not received, relied on, or based his bid on any verbal instructions contrary to the Bidding Documents or any addenda, c) has personally inspected and is familiar with the project site, and hereby proposes to provide all labor, materials, tools, appliances and facilities as required to perform, in a workmanlike manner, all work and services for the construction and completion of the referenced project, all in strict accordance with the Bidding Documents prepared by: Duplantis Design Group, PC (314 E. Bayou Rd. Thibodaux, La. 70301) and dated: November 11, 2022.

Bidders must acknowledge all addenda. The Bidder acknowledges receipt of the following **ADDENDA:** (Enter the number the Designer has assigned to each of the addenda that the Bidder is acknowledging) _____

TOTAL BASE BID: For all work required by the Bidding Documents (including any and all unit prices designated "Base Bid" * but not alternates) the sum of:
_____ Dollars (\$ _____)

ALTERNATES: For any and all work required by the Bidding Documents for Alternates including any and all unit prices designated as alternates in the unit price description.

Alternate No. 1 (*Additional Interior Improvements as outlined in the Contract Documents*) for the additional sum of:
_____ Dollars (\$ _____)

Alternate No. 2 (*Additional Exterior Improvements as outlined in the Contract Documents*) for the additional sum of:
_____ Dollars (\$ _____)

Alternate No. 3 (*Remove and replace damaged or deteriorated 5/8" plywood sheathing at roofs*) per unit cost for quantity to be determined:
Refer to Unit Price Form _____ Dollars (\$ _____ N/A _____)

NAME OF BIDDER: _____

ADDRESS OF BIDDER: _____

LOUISIANA CONTRACTOR'S LICENSE NUMBER: _____

NAME OF AUTHORIZED SIGNATORY OF BIDDER: _____

TITLE OF AUTHORIZED SIGNATORY OF BIDDER: _____

SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER **: _____

DATE: _____

THE FOLLOWING ITEMS ARE TO BE INCLUDED WITH THE SUBMISSION OF THIS LOUISIANA UNIFORM PUBLIC WORK BID FORM:

* The Unit Price Form shall be used if the contract includes unit prices. Otherwise it is not required and need not be included with the form. The number of unit prices that may be included is not limited and additional sheets may be included if needed.

** **A CORPORATE RESOLUTION OR WRITTEN EVIDENCE** of the authority of the person signing the bid for the public work as prescribed by LA R.S. 38:2212(B)(5).

BID SECURITY in the form of a bid bond, certified check or cashier's check as prescribed by LA R.S. 38:2218(A) attached to and made a part of this bid.

5.23 Insurance / Bond Requirements

1. Prior to beginning work, successful bidder shall deliver certificates of insurance as evidence of the coverage indicated below; such evidence shall include documentation of thirty (30) day prior written notice to the TPCG of cancellation, non-renewal or material change in coverage. Certificates should be sent to or emailed to the 'Certificate Holder':

Terrebonne Parish Consolidated Government
8026 Main St. Suite 520

Houma, LA 70360

Attn: Cheryl Lirette, Risk Management

Email:

clirette@tpcg.org

Ph: 985-873-6470

Each insurance policy maintained by a contractor must be endorsed as follows:

- a. "Terrebonne Parish Consolidated Government is Named an Additional Insured." This excludes Workers' Compensation.
- b. "Underwriters waive all rights of subrogation against Terrebonne Parish Consolidated Government."
- c. "The coverage afforded herein shall be primary in relation to any policies carried by Terrebonne Parish Consolidated Government."
- d. "Provide thirty (30) days written notice of cancellation or reduction of any coverage to Terrebonne Parish Consolidated Government."

The Contractor shall maintain the following:

- a. General Liability Insurance – The Contractor shall maintain general liability coverage during the term of this agreement. The minimum acceptable limits shall be \$1,000,000 per occurrence, \$2,000,000 general aggregate, and \$2,000,000 products/completed operations aggregate. Each policy of insurance required by this clause shall contain an Additional Insured endorsement in favor of Terrebonne Parish Consolidated Government, its elected and appointed officials, agents, directors, servants, employees and volunteers, using form CG 20 10 Form B (edition 07 04) or approved equivalent; and a Waiver of Transfer of Rights of Recovery Against Others to Us in favor of Terrebonne Parish Consolidated Government, its elected and appointed officials, agents, directors, servants, employees, and volunteers.
- b. Workers Compensation Insurance – The Contractor shall maintain Workers Compensation coverage during the term of this agreement. The limits of the Workers Compensation coverage shall be the Louisiana statutory requirements; shall provide Other States coverage, if applicable; and include Employer's Liability coverage with minimum acceptable limits of \$1,000,000 Each Accident, \$1,000,000 by Disease – Each Employee, and \$1,000,000 by Disease – Policy limit. The Contractor shall provide a Waiver of Subrogation in favor of Terrebonne Parish Consolidated Government, its elected and appointed officials, agents, directors, servants, employees, volunteers, and any other entities who may require waivers by specific contract. The Contractor shall provide certification of such insurance and a copy of the policy upon request.
- c. Auto Liability Insurance – The Contractor shall maintain automobile liability coverage during the term of this agreement. The limits of this coverage shall be a minimal acceptable limit \$1,000,000 Combined Single Limits for bodily injury and property damage. Liability coverage to be provided for Any Auto or All Owned Autos and Hired and Non-owned Autos. If the Consultant owns no vehicles, then a Hired and Non-owned

Auto Liability policy is required. An Additional Insured endorsement in favor of Terrebonne Parish Consolidated Government, its elected and appointed officials, agents, directors, servants, employees, and volunteers is required; and a Waiver of Transfer of Rights of Recovery Against Others to Us in favor of Terrebonne Parish Consolidated Government, its elected and appointed officials, agents, directors, servants, employees, and volunteers is also required. The Contractor shall provide certification of such insurance and a copy of the policy upon request.

2. PERFORMANCE/PAYMENT BOND

In order to insure the faithful performance of each and every condition, stipulation and requirement of the Contract and to indemnify and save harmless the Owner from any and all damages, either directly or indirectly arising out of any failure to perform same, the successful Bidder to whom the Contract is awarded, shall furnish a Performance/Payment Bond in an amount of at least equal to one hundred percent (100%) of the Contract Price. The Contract shall not be in force or binding upon the Owner until such satisfactory Bonds has been provided. The Surety Company shall be approved by the Owner and the cost of the Bonds shall be paid for by the Contractor unless otherwise stipulated.

QUALIFICATIONS OF SURETY COMPANIES

In order to be acceptable to the Owner, a surety company issuing one hundred percent (100%) Performance/Payment Bonds, called for in these Specifications, shall meet and comply with the following minimum standards:

- A. Surety must be currently licensed to do business in the State of Louisiana and shall comply with the provisions of Louisiana State Law.
- B. No Surety Company will be accepted as a bondsman who has no permanent agent or representative in the State upon whom notices referred to in these Specifications may be served. Services of said notice on said agent or representative in the State shall be equal to service of notice on the President of the Surety Company, or such other officer as may be concerned.
- C. To be acceptable as Surety on a Contract with the Parish of Terrebonne, the company must hold Certificate of Authority from the United States Treasury Department as acceptable surety on Federal Bonds. This provision does not limit penal sum of bonds which surety companies may execute. Net retention, however, cannot exceed underwriting limitation placed on surety by Treasury Department and excess risk must be protected by Certificate of Re-Insurance or Co-Insurance furnished to Owner within forty-five (45) days of date of execution of Contract.
- D. Surety bond shall be written by a surety or insurance company currently on the U.S. Department of the Treasury Financial Management Service list of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an A- rating in the latest printing of the A.M. Best's Key Rating Guide, and a Class 8 or better General Policy Holders Rating all in accordance to the latest A.M. Best Company Rating, to write individual bonds up to ten percent (10%) of policy-holder's surplus as shown in the A.M. Best's Key Rating Guide.

- E. No surety or insurance company shall write a bond which is in excess of the amount indicated as approved by the U.S. Department of the Treasury Financial Management Service list or by a Louisiana domiciled insurance company with an A- rating by A.M. Best, up to a limit of ten percent (10%) of policyholder's surplus as shown by A.M. Best in the State of Louisiana.
- F. Surety shall have been in business and have a record of successful continuous operations for at least five (5) years.
- G. Attorneys-in-fact who sign Performance/Payment Bonds must file with such bond a certified copy of their power of attorney to sign such bond.
- H. Agents of surety companies must list their name, address, and telephone number on all bonds.
- I. Bonds shall be countersigned by a person who is contracted with the surety company as an agent, who is licensed as an insurance agent in Louisiana, and who resides in the State of Louisiana.
- J. The life of the bonds shall extend twelve (12) months beyond the date of final payment and shall contain a waiver of alteration to the terms of the Contract, extensions of time, and/or forbearance on the part of the Owner, all to assure prompt removal and replacement of all defective material, equipment, components thereof, workmanship, etc. and to assure payment of any damage to property of Owner or others as a result of such defective materials, equipment, workmanship, etc.
- K. Should the Contractor's Surety, even though approved and accepted by the Owner, subsequently remove its agency or representative from the State or become insolvent, bankrupt, or otherwise fail, the Contractor shall furnish a new Bond in another company approved by the Owner, at no cost to the Owner. The new Bond shall be executed under the same terms and conditions as the original Bond.
- L. The Contractor's bondsman shall obligate himself to all the terms and covenants of these Specifications and of contracts covering the Work executed hereunder. The Owner reserves the right to do extra Work or make changes by altering, adding to or deducting from the Work under the conditions and in the manner herein before described without notice to the Contractor's surety and without in any manner affecting the liability of bondsman or releasing him from any of his obligations hereunder.
- M. The Bond shall also secure for the Owner the faithful performance of the Contract in strict accordance with Drawings and Specifications. It shall protect the Owner against all lien laws of the State and shall provide for payment of reasonable attorney's fees for enforcement of Contract and institution or concursus proceedings, if such proceedings become necessary. Likewise, it shall provide for all additional expenses of the Architect or Engineer occurring through failure of the Contractor to perform.

- N. The surety of the Contractor shall be and does hereby declare and acknowledge himself by acceptance to be bound to the Owner as a guarantor, jointly and in solido with the Contractor, for fulfillment of terms as set forth in these Specifications.