

# **FREDERICK W. HILL, ARCHITECT**

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## **ADDENDUM No. 1**

**Date:** November 12, 2013

**Project:** **Security Window Alterations**  
**Jefferson County Administrative Center**  
729 Maple Street, Hillsboro, Missouri 63050

### **Pre-Bid Conference Attendees:**

<b>Name</b>	<b>Company</b>	<b>Phone</b>	<b>E-Mail</b>
Paul Drury	P.R. Drury & Associates	573-701-2300	<a href="mailto:pauldrury14@yahoo.com">pauldrury14@yahoo.com</a>
Monte DeClue	Monte DeClue Painting	314-570-3097	
Dave Stanley	Pioneer Electric	636-208-7057	<a href="mailto:davestanley@pionnerelectric.com">davestanley@pionnerelectric.com</a>
Fred Hill	Frederick W. Hill, Architect	314-409-3943	<a href="mailto:frederickwhillarchitect@gmail.com">frederickwhillarchitect@gmail.com</a>
Wes Wagner	Jefferson County Clerk	636-797-5486	countyclerk@jeffcomo.org

### **Pre-Bid Conference Questions:**

1. Q: Does each page of the required documents in triplicate need to be initialed?  
A: Yes. Bidders may initial one set of the documents with original initials and then reproduce by machine copy the second and third sets.
2. Q: Is a building permit required?  
A: The City of Hillsboro is the authority having jurisdiction, but will not review or require a permit per Gery Marmaduke, City Administrator. The Hillsboro Fire Marshall will review the drawings. The County does not review projects within the City of Hillsboro.
3. Q: What working hours are allowed?  
A: The building is open 7 am to 5 pm. Other hours can be arranged with Mr. Wagner. Demolition must take place on a weekend, scheduled with Mr. Wagner.
4. Q: What is the dimension from finished floor to the underside of the roof deck above?

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A: The original drawings for the building show the Main Level floor elevation as 802'-5" and reference elevation 816'-5-1/2" for low point of structural bearing members. The structure and roof deck slope toward roof drains, so the bottom of the deck will vary with the slope. Field verify at stud locations for exact length required.

5. Q: Where does the wiring feed from the electric lock to the release button?  
A: See Keyed Note 16. Route wiring from the door location through the existing suspended AT ceiling to Column B4, location shown in the Partial Main Level Plan on Drawing A-1, then down through the chase, then through the office cubicles raceway to the workstations nearest the service window.

6. Q: Is there bullet resistant panels in the countertop?  
A: Yes. See Detail C/A-3. That is the common condition at the counter. Detail F/A-3 shows the condition at the dip tray, which is bullet resistant, but only occurs at the transaction window.

7. Q: Please clarify the limits of repainted partitions.  
A: On the office side begin at the NW outside corner of Room 216 (Ref: Partial Main Level Plan, Dwg A-1) and terminate at the NE inside corner just past the existing door. On the corridor side begin at the NE outside corner of Room 216 and terminate at the SE outside corner of Room 219.

**The following revisions, dated 11-12-13, are hereby issued and made a part of the contract documents:**

**PROJECT MANUAL**  
**Division 1 - General Requirements**

Add the following:

**01210 Allowances**

General: This section includes administrative and procedural requirements governing allowances. Certain materials and equipment are specified by allowances. In some cases, these allowances include installation. Allowances have been established in lieu of additional requirements and to defer selection of actual materials and equipment to a later date when additional information is available for evaluation. If necessary, additional requirements will be issued by Change Order.

Contractor's Proposal shall include sums based on the quantities or areas shown on the drawings and lump sum or unit prices listed in the schedule of allowances. Allowances do not include the General Contractor's overhead and profit.

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Selection and Purchase: At the earliest practical date after award of the Contract, advise Architect of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.

Submittals: Submit invoices or delivery slips to show the actual cost and quantities of materials delivered to the site in fulfillment of each allowance. The Contract Sum will be adjusted by Change Order to reflect the actual cost and quantities of each item.

Installation: Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement. Coordinate materials and their installation for each allowance with related materials and installation to ensure that each allowance items is completely integrated and interfaced with related work.

Schedule of Allowances:

Allowance No. 1: Include a lump sum of five hundred dollars (\$500.00) to furnish signage specified under **Section 10421 – Signs**.

**01730 - Demolition**

Add the following:

The County will occupy portions of building immediately adjacent to demolition area. Conduct demolition so the County's operations will not be disrupted. Provide not less than 72 hours' notice to the County of activities that will affect the County's operations.

Temporary Partitions: The County will arrange for temporary access to a service counter in adjacent Room 219. Erect and maintain dustproof partitions and/or temporary enclosures in the Work area to limit dust and dirt migration and to separate areas from fumes and noise. Maintain temporary enclosure throughout the construction duration. Clean adjacent structures and improvements of dust, dirt, and debris caused by demolition and construction operations. Return adjacent areas to condition existing before demolition and construction operations began.

Removed and Salvaged Items: Clean salvaged items; pack or crate items after cleaning, identifying contents of containers. Store items in a secure area until delivery to the County. Protect items from damage during transport and storage.

Removed and Reinstalled Items: Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment. Pack or crate items after cleaning and repairing. Identify contents of containers. Protect items from damage during transport and storage. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

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Existing Items to Remain: Protect construction indicated to remain against damage and soiling during demolition and construction. When permitted by the County, items may be removed to a suitable, protected storage location and cleaned and reinstalled in their original locations after demolition operations are complete.

**Division 9 – Finishes**

**09265 – Gypsum Board and Ballistic Resistant Fiberglass Composite**

Add the following:

Skim coat existing corridor partition areas to be painted as indicated on drawings as “PAINT LIMITS”. Provide Level 4 finish ready to receive primer and finish coats.

**END OF ADDENDUM NO. 1.**

**Issued: *Frederick W. Hill***

Frederick W. Hill, Architect