



Department of Building & Grounds  
Architectural Services Division

City of Baton Rouge  
Parish of East Baton Rouge

P.O. Box 1471  
Baton Rouge, Louisiana 70821  
225 389-4694 Voice  
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## ADDENDUM #1

April 10, 2024

**TO ALL BIDDERS**

**PROJECT: CAUW RENOVATION**

**CITY PARISH PROJECT NO. 21-ASC-CP-1487**

The following revisions shall be incorporated in and take precedence over any conflicting part of the original contract documents.

1. Bid schedule is herewith extended 20 working days or 4 weeks, making  
**Revised Bid Opening: 2:00pm CDT Thursday, May 16<sup>th</sup>, 2024**  
(at the same place). This revised schedule allows:
  - A. Requests For Information (RFIs) to be made of the Architect until Thursday, May 2<sup>nd</sup>
  - B. Requests for Substitutions of specified products to be made until Tuesday, May 7<sup>th</sup>.
2. **Addendum from Architect:**  
See attached 3-page Addendum No. 1 prepared by DNA Workshop and dated April 10<sup>th</sup>, 2024.
3. **Sign-In Sheet** from the (non-mandatory) **Pre-Bid Conference** is attached.

*Total pages in this addendum, including cover page: 6*

**FAILURE TO INDICATE RECEIPT OF THIS ADDENDUM ON BID FORM MAY BE CAUSE FOR THE BID TO BE REJECTED**

Stephen Long, AIA, LEED AP BD+C  
Senior Architect  
Architectural Services Division  
1100 Laurel St Rm 225  
Baton Rouge, LA 70802



# ADDENDUM (01)

4/10/2024  
Capital Area United Way Renovations  
21-ASC-CP-1487

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Pre-Bid Conference attendees.

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This Addendum supersedes and supplements all portions of the bidding documents with which it conflicts. Written addenda, including drawings or other graphic documents issued before the execution of the contract modifies or interprets the bidding documents.

## DESCRIPTION:

- 1) Bid date extended by 21 business days. **New Bid Date Thursday, May 16<sup>th</sup> at 2:00 pm.** All RFI's are to be submitted to the architect, Allison Keppinger, by **2:00 pm Thursday, May 2<sup>nd</sup>.**
- 2) See pre-bid meeting minutes attached.

## ATTACHMENTS:

- 1) April 03, 2024 Pre-Bid Meeting Minutes.

## ISSUED: DNA WORKSHOP

BY: Allison Keppinger

## Meeting Minutes

### Items discussed:

This Pre-Bid meeting was held at the project site in Baton Rouge, Louisiana to review the bid documents, schedule, and visit the site. Items discussed were as follows:

01. Stephen Long introduced the project, the funding and gave a brief history of the building.
02. The building is currently in the process of approval to be added to the National Register of Historic Places.
03. Allison Keppinger gave a brief synopsis of the project's scope of work as outlined in the construction drawings.
04. **Date of bid opening has been rescheduled for 2:00 pm Thursday, May 16<sup>th</sup>, 2024.**
05. **All RFI's are to be submitted to the architect, Allison Keppinger, by 2:00 pm Thursday, May 2<sup>nd</sup>.** Section 2.5 of the Bid Package.
06. Question on Tax Exemption. To be answered by Stephen Long.
  - a) Being a not-for-profit municipal government organization, the City of Baton Rouge / Parish of East Baton Rouge does not pay taxes. Contractors or vendors providing quotations should not include a sales tax *specific to their proprietary business*. However, if the Contractor has to acquire materials or equipment from another vendor that might include a sales tax, such a transaction should be factored and included in the bid price, consistent with the Bid Package p25 (GP 9 of 45) General Provisions Article 2 Instructions to Bidders:  
***2.1.1 INTENT OF CONTRACT DOCUMENTS is to provide for construction and completion in every detail the design intent with operational systems. Any minor omissions shall not be construed as relieving the Contractor of responsibilities implied by the scope of work. All miscellaneous components, parts, anchors, accessories, or other incidental items or appurtenances required for complete assembly or installation shall be provided, whether or not specifically noted, and their cost included in the Bid. The Contractor shall furnish all labor, materials, equipment, tools, transportation and supplies required to complete the work in accordance with the plans, specifications and terms of the Contract.***
07. Compliance with the Davis-Bacon Act is required. See page 67 of Bid Package.

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### PROJECT NAME

Capital Area United Way Renovation

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### PROJECT NUMBER

State #: 21-ASC-CP-1487  
DNA #: 23-010

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### DATE

April 03,2024; 10:00am

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### LOCATION

Capital Area United Way  
700 Laurel St.  
Baton Rouge, LA 70802

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### PURPOSE

Pre-Bid Conference

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### ATTENDEES

Abe Kinney, DNA  
Allison Keppinger, DNA  
Dyke Nelson, DNA  
Stephen Long, City/Parish.  
George Bell, CAUW  
Amy Crousillac, CAUW  
Patrick Daughety, Sienna Const.  
Jeremy Sandlin, Build  
Randy Welch, Capitol Const.  
Zeb Thrasher, Thrasher Const.  
Clifton Smith  
Greg Flitter, J.W. Grand  
Ivan Quinones, Hill Const.  
Terence Hill, Hill Const.  
Seth Donville, Sage Const.

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### DISTRIBUTION LIST

Attendees

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08. Questions on Budget.
  - a) The cost estimate is \$1,000,000. The contract shall be awarded to the lowest responsible and responsive bidder, though the City/Parish reserves the right to reject bids exceeding the cost estimate.
09. Salvage rights of any deconstructed materials are retained by Owner, though upon review, salvage rights may be granted to Contractor. See page 87 of Bid Package section 1.04 D.
10. Existing window treatments at the interior to be removed, stored, and reset.
11. Owner to occupy portions of building during construction. Contractor to give agency 7 days notice if space needs to be vacated.
12. City/Parish is responsible for payment of Plan Review Fees, Permit Fees, Sewer Impact Fees, and Traffic Impact Fees.
13. All existing elements are to be replaced or repaired in kind. Substitutions will only be considered that either provide a higher or equal level of quality.
14. Question on Builder's Risk Insurance.
  - a) Section 2.21 states "Builder's Risk Insurance is not required by the City-Parish. At the time of execution of the Contract, the Contractor shall provide the Purchasing Director a surety bond on a form provided or approved by the City-Parish. The Contractor shall pay all costs, therefore. Each surety bond shall be accompanied by a power of attorney."
15. Mural in Main Lobby is to be removed with care, stored in secure location and reinstalled.
16. Alternate 2 scope of work to include upgrades to the elevator to meet Elevator Code Enforcement Upgrades from Louisiana State Legislature – State Fire Marshal – RS 40.
  - a) You can find here a [link to the State of Louisiana Fire Marshall Office](#) for reference.
  - b) Bid's are not limited to the current elevator service provider. Current provider is Otis.
17. Clarification on Alternate 1 – Sound Masking System control panel location in Addendum to follow.
18. Limestone square footage allowance to be clarified in Addendum to follow.
19. Parking lot in rear of building available for construction team parking and lay down space. Amount of space required to be coordinated with agency before commencement of construction.
  - a) Potential to use on-street parking along Laurel St. and North Seventh St. To be coordinated after contract is rewarded.

Contractors to contact Stephen Long to set up any site visits.

[slong@brla.gov](mailto:slong@brla.gov)

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Date: April 3, 2024







Project: Capital Area United Way Renovation

Project No: 21-ASC-CP-1487

Bid Date: April 18, 2024

### PRE-BID CONFERENCE SIGN-IN SHEET

PLEASE SIGN IN AND WRITE YOUR PHONE NUMBER AND FAX NUMBER

(Print) Name & Email	Phone Number	Fax Number	Company Name & License#	Signature
Name: <u>STEPHEN LONG</u> Email: <u>slong@brla.gov</u>	<u>389-4694</u>	<u>389-4704</u>	<u>CITY/PARISH ARCH SERVICES</u> <u>REGISTERED ARCHITECT #7399</u>	
Name: <u>PATRICK DAUGHETY</u> Email: <u>bids@siennaconstruction.net</u>	<u>225-456-5466</u>	<u>225-456-5473</u>	<u>SIENNA CONSTRUCTION</u> <u>#43263</u>	
Name: <u>JEREMY SANDLIN</u> Email: <u>JEREMY@BUILDCC.NET</u>	<u>225-588-3170</u>	<u>—————</u>	<u>BUILD COMMERCIAL CONSTRUCTION LLC</u> <u>#70230</u>	
Name: <u>Randy Welch</u> Email: <u>apittman@capconla.com</u>	<u>225-781-0386</u>		<u>Capitol Construction, LLC</u> <u>#44097</u>	
Name: <u>ZEB THRASHER</u> Email: <u>zeb.tci@gmail.com</u>	<u>985 845 8353</u>		<u>THRASHER CONSTRUCTION</u> <u>INC 46494</u>	
<u>abe@dna-workshop.com</u> <u>ALLISON ^</u>	<u>225-478 8400</u>		<u>DNA WORKSHOP</u> <u>^</u>	



Date: April 3, 2024

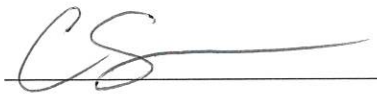


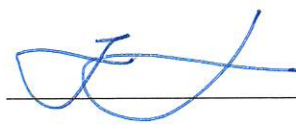
Project: Capital Area United Way Renovation

Project No: 21-ASC-CP-1487

Bid Date: April 18, 2024

### PRE-BID CONFERENCE SIGN-IN SHEET

PLEASE SIGN IN AND WRITE YOUR PHONE NUMBER AND FAX NUMBER

(Print) Name & Email	Phone Number	Fax Number	Company Name & License#	Signature
Name: <u>Cliff Homan</u> Email: <u>Cliff@KnowlesElectricalBR.com</u>	<u>225)6364868</u>		<u>67914</u>	
Name: <u>GREG FLITTER</u> Email: <u>BIDS@JWGRAND.COM</u>	<u>225-202-7448</u>		<u>J.W. GRAND/9569</u>	
Name: <u>Ivan Quiñones</u> Email: <u>ivanqui08@gmail.com</u>	<u>(225) 333-4258</u>		<u>Hill Construction</u>	
Name: <u>Terence Hill</u> Email: <u>terence@hillconstructionbr.com</u>	<u>225.315.2468</u>		<u>43488</u> <u>Hill Construction LLC</u>	
Name: <u>SETH POUVILLE</u> Email: <u>estimating@sageconstruction.net</u>	<u>(225) 226-8814</u>		<u>SAGE CONSTRUCTION</u>	<u>Seth Pville</u>