ADDENDUM

ADDENDUM NO: 2

BID PACKAGE NO:

PROJECT: Ball State University Starbucks Renovation - Student Center

PROJECT NO: 19140 DATE: June 23, 2020  BY: Mary Inchauste

This Addendum is issued in accordance with the provisions of “The General Conditions of the Contract for Construction,” Article 1, “Contract Documents” and becomes a part of the Contract Documents as provided therein. This Addendum includes:

Addendum Pages: ADD 1-1
Attachments: SPECIFICATION SECTIONS: 00 43 00
DRAWINGS: A200
MISCELLANEOUS: Site Visit Photos, Pre-Bid Meeting Minutes, Pre-Bid Meeting Sign-In Sheet

PART 0 - GENERAL INFORMATION

0.1 NOT USED.

PART 1 - BIDDING REQUIREMENTS

1.1 NOT USED

PART 2 - SPECIFICATIONS

2.1 00 43 00 – BID FORM SUPPLEMENTS
   A. Replace entire section with attached revised section.

PART 3 - DRAWINGS

3.1 A200 – BASEMENT FLOOR PLAN
   A. Add sheet to set.

PART 4 - ADDITIONAL INFORMATION

4.1 BID OPENING VIA PHONE-IN
   A. +1-415-655-0002 United States Toll
   B. Meeting Number: 132 166 9888

END ADDENDUM NO. 2
This form must be submitted with the Bid along with additional copies as requested in the Project Manual.

To: Ball State University Board of Trustees
   Ball State University
   Muncie, IN  47306

Project: BSU Starbucks’s Renovation – Student Center
          Muncie, Indiana

BSU Project No. BSU 2020-017.01 SC

Date: ___________________________ June 30th, 2020

Submitted by: (Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

(full address)

In accordance with Document 00 21 14 - Instructions to Bidders (AIA A701-2018), we include the Bid Form Supplements Appendices listed below. The information provided shall be considered an integral part of the Bid Form.

These Appendices are as follows:

Appendix A Receipt of Addenda/Project Completion: If applicable, acknowledge receipt of all Addenda and fill in or acknowledge Completion time/Project Schedule.

Appendix B Alternatives: Project does not anticipate any alternates.

Appendix C Unit Prices: When used, include a listing of unit prices specifically requested by the Contract Documents.

Appendix D Principal Subcontractors: When used, include the names of all Primary Subcontractors and the portions of the Work they will perform.

Appendix E Supplementary General Construction Information: When used, list the requested Supplementary General Construction Information.

Appendix F Supplementary Mechanical Information: When used, list the requested Supplementary Mechanical Information.

Appendix G Supplementary Electrical Information: When used, list the requested Supplementary Electrical Information.

Appendix H Supplementary Telecommunication Information: When used, list the requested Supplementary Telecommunication Information.
SUBMITTAL SCHEDULE OF APPENDICES

a. All bidders shall submit with their Bid the following Appendices:
   APPENDIX A – Receipt of Addenda/Project Completion
   APPENDIX B – Alternatives – no planned alternates.
   APPENDIX C – Unit Prices
   APPENDIX D – Principal Subcontractors

b. The Low bidder, and the second and third bidders if requested, shall execute and submit to the Owner the remaining SUBCONTRACTOR AND MATERIAL QUESTIONNAIRES.

Submit to the Owner: Finance Office, 2000 West University Avenue, Muncie, Indiana, 47306; the following appendices within forty-eight (48) hours after date and time for receiving bids:

   APPENDIX E – Supplementary General Construction Information
   APPENDIX F – Supplementary Mechanical Information
   APPENDIX G – Supplementary Electrical Information
   APPENDIX H – Supplementary Telecommunication Information

BID FORM SUPPLEMENTS SIGNATURE(S)

__________________________________________
(Bidder - please print the full name of your Proprietorship, Partnership, or Corporation)

__________________________________________
(Authorized signing officer)

__________________________________________
(Title of Person Signing)

ACKNOWLEDGEMENT

STATE OF __________________________ ss: (seal)
COUNTY OF __________________________

________________________________________
being duly sworn, deposes and says that he/she is __________________________
   of the above __________________________ and that the __________________________
   (Title) __________________________ (Name of Organization)

statements contained in the foregoing Bid Form Supplements are true and correct.

Subscribed and sworn to before me this ___________ day of ____________, ____________.

________________________________________
My Commission Expires: __________________________

County of Residence: __________________________
APPENDIX A - RECEIPT OF ADDENDA/PROJECT COMPLETION

1. ADDENDA

The Bidder acknowledges receipt of the following Addenda:

<table>
<thead>
<tr>
<th>Addendum No.</th>
<th>Dated</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. PROJECT COMPLETION

If this Bid is accepted, we will:

Commence on site work on the July 14, 2020 and

Substantially Complete the Work by the August 26th, 2020.
## APPENDIX B - ALTERNATIVES

There are no scheduled alternates included in the project.

## APPENDIX C - UNIT PRICES

The following are Unit Prices for specific portions of the Work as listed, and are applicable to authorized variations from the Contract Documents. Refer to Section [01 20 00 - Price and Payment Procedures] [01 22 00 – Unit Prices]: Unit Price Schedule.

<table>
<thead>
<tr>
<th>ITEM OF WORK</th>
<th>UNIT OF MEASUREMENT</th>
<th>UNIT VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Epoxy Terrazzo Flooring</td>
<td>Sq. ft.</td>
<td>$</td>
</tr>
<tr>
<td>Existing Wood Flooring Demolition</td>
<td>Sq. ft.</td>
<td>$</td>
</tr>
<tr>
<td>Self-leveling Cementitious Underlayment</td>
<td>Sq. ft.</td>
<td>$</td>
</tr>
</tbody>
</table>

---

06/11/2020

Bid Issue – Add #02
APPENDIX D - PRINCIPAL SUBCONTRACTORS

A. The following Work will be performed (or provided) by subcontractors and their performance of the Work will be coordinated by us:
B. The Bidder will make no changes to this list after submission, without a written request by the bidder and approval by the Owner.
C. Provide additional copies of this page as needed for a complete listing.
D. Indicate YES/NO if Subcontractor is required to be pre-qualified (contract value greater than $300,000). If yes, indicate certification expiration date.

<table>
<thead>
<tr>
<th>WORK SUBJECT</th>
<th>SUBCONTRACTOR</th>
<th>Pre-Qualified</th>
<th>Pre-Qualification Certification Expiration Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Demolition</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concrete</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Steel</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carpentry</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gypsum Board Assemblies and Ceilings</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tiling</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Terrazzo Flooring</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plumbing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HVAC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Electrical</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telecommunications, Data, and Electronic Security</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## APPENDIX E – SUPPLEMENTARY GENERAL CONSTRUCTION INFORMATION

A. The following Work will be performed (or provided) by subcontractors and their performance of the Work will be coordinated by us:

B. We submit the following list of manufactures (or fabricators) of materials, applications, and specialties. All such materials, appliances, and specialties to be of such characteristics, design and construction will meet the requirements of the Construction Documents. The Bidder will make no changes to this list after submission, without a written request by the bidder and approval by the Owner.

C. Provide additional copies of this page as needed for a complete listing.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>SUBCONTRACTOR</th>
<th>MANUFACTURER/SUPPLIER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division 03 Cast-in-Place Concrete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 05 Metal Fabrications</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 06 Carpentry</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 09 Gypsum Board Assemblies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 09 Tiling (Ceramic)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 09 Resinous Epoxy Terrazzo</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 09 Acoustical Panel Ceilings and Baffles</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 09 Painting</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX F - SUPPLEMENTARY MECHANICAL INFORMATION

A. The following Work will be performed (or provided) by subcontractors and their performance of the Work will be coordinated by us:

B. We submit the following list of manufactures (or fabricators) of materials, applications, and specialties. All such materials, appliances, and specialties to be of such characteristics, design and construction will meet the requirements of the Construction Documents. The Bidder will make no changes to this list after submission, without a written request by the bidder and approval by the Owner.

C. Provide additional copies of this page as needed for a complete listing.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>SUBCONTRACTOR</th>
<th>MANUFACTURER/SUPPLIER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division 21 Fire Protection</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 22 Insulation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 22 Valves</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 22 Sanitary Piping</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 22 Plumbing Fixtures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 22 Plumbing Specialties</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 22 Domestic Water Heaters</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 23 Insulation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 23 Testing, Adjusting, and Balancing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 23 Ductwork</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 23 Diffusers</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX G – SUPPLEMENTARY ELECTRICAL INFORMATION

A. The following Work will be performed (or provided) by subcontractors and their performance of the Work will be coordinated by us:

B. We submit the following list of manufactures (or fabricators) of materials, applications, and specialties. All such materials, appliances, and specialties to be of such characteristics, design and construction will meet the requirements of the Construction Documents. The Bidder will make no changes to this list after submission, without a written request by the bidder and approval by the Owner.

C. Provide additional copies of this page as needed for a complete listing.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>SUBCONTRACTOR</th>
<th>MANUFACTURER/SUPPLIER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division 26 Conductors and cables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Division 26 Wiring Devices</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
APPENDIX H – SUPPLEMENTARY TELECOMMUNICATION INFORMATION

A. The following Work will be performed (or provided) by subcontractors and their performance of the Work will be coordinated by us:

B. We submit the following list of manufactures (or fabricators) of materials, applications, and specialties. All such materials, appliances, and specialties to be of such characteristics, design and construction will meet the requirements of the Construction Documents. The Bidder will make no changes to this list after submission, without a written request by the bidder and approval by the Owner.

C. Provide additional copies of this page as needed for a complete listing.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>SUBCONTRACTOR</th>
<th>MANUFACTURER/SUPPLIER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division 27 Communications Copper Horizontal Cabling</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

END OF SECTION
These drawings indicate the general scope of the project in terms of architectural design concept, the dimensions of the building, the major architectural elements and the type of structural, mechanical and electrical systems. The drawings do not necessarily indicate or describe all work required for full performance and completion of the requirements of the Contract. On the basis of the general scope indicated or described, the trade contractors shall furnish all items required for the proper execution and completion of the work.
Starbucks Renovation - Student Center
Ball State University
BSU Project No. 2020-017.01 SC
06-22-2020

I. Project Team
   A. Owner's Representative(s):
      Kelly Knable, Facilities Planning & Mgmt, 765-285-0585, email: kaknable@bsu.edu
      Greg Graham, Facilities Planning & Mgmt, 765-285-2828, email: graham@bsu.edu
      Tony Brandon, Dining Services, 765-285-5225, email: tbrand@bsu.edu
   B. Consultant's Representative(s):
      Mary Inchauste, CSO, 317-848-7800, email: mlnchauste@csoinc.net
      Brian Able, Ross & Baruzzini, 800-404-7677, email: babel@rossbar.com

   A. Availability of Contract Documents.
      1. Contract documents are available through the BSU purchasing website by request.
   B. Interpretation of Contract Documents.
      1. Any questions (RFI's) need to be emailed to the architect of record, Mary Inchauste. Her email address is above.
      2. The last day for RFI’s is end of business on 6/24/2020 to allow all questions to be answered via addenda prior to the bid due date.
   C. Addenda.
      1. There has been one addenda issued so far. The pre-bid meeting minutes will be issued via addenda. The last addenda will be issued no later than 4 days prior to the bid due date.
   D. Substitutions.
      1. If there are substitution requests, these need to be requested pre-bid, for review and consideration. Substitutions will not be allowed post bid.

III. Bidding Procedures.
   A. Bidding Date: Tuesday, June 30 2020 @ 11:00 A.M. EDT
      Location: Purchasing Conference Room
      Service & Stores Building
      3401 N. Tillotson Avenue
      Muncie, Indiana 47306
   B. Bidding Form and Other Documents.
      1. Indiana Form 96 (Revised 2013).
         a. Fill out Part II., Section II. Plan and Equipment Questionnaire.
         b. Attach Part II., Section III. Contractor’s Financial Statement.
      3. Bid Form Supplements, Document 00 43 00
         Appendix A.
            (1) Acknowledgment of Receipt of Addenda.
            (2) Project Completion
         Appendix B. Alternatives,
         Appendix C. Unit Prices,
         Appendix D. Principal Subcontractors
         Appendix E. Supplementary General Construction Information
         Appendix F. Supplementary Mechanical Information
         Appendix G. Supplementary Electrical Information
      4. Representations and Certifications, Document 00 45 00
         Appendix 1. Nondiscrimination Compliance Statement
         Appendix 2. Drug Testing Plan
         Appendix 3. Bidder’s Check List
      5. MBE/WBE/VBE Participation Plan, Document 00 45 39

IV. Scope of Project.
   A. Summary of Work.
1. Kelly, Mary and Brian reviewed the general scope of work of the project. A complete re-model of the 800sqft Student Center Starbucks.

B. Project Schedule.
   1. Kelly reiterated the importance of the project schedule. July 14th-August 26th, which is only 6 weeks. Bidders must have a clear and integrated schedule and plan to successfully execute this project. The schedule is very important.
   2. The Starbucks material deliveries and/or installation will need to be considered and accommodated in the overall project schedule. Bidders are urged to thoroughly review the responsibility matrices in the bid documents for Starbucks provided materials.
   3. There are liquidated damages - $2,000/day if the schedule extends beyond August 26th.
   4. Kelly reminded bidders that a health inspection will be required and needs to be incorporated and considered in the project schedule.
   5. Work hours for the project are 7am-11pm. If work needs to happen over the weekend, the BSU Project Manager needs to be notified and give authorization.

C. Access to Project Area.
   1. Parking for the project will likely be granted at the student center parking garage, on the top level. All vehicles are required to obtain a BSU parking pass and costs of such must be included in your bids.
   2. The South side of the student center has a loading dock and overhead coiling door, which can be used for material deliveries.

D. Coordination with Other Projects.
   1. There are no other construction projects planned in the student center during the duration of this project, at this time.

E. Other
   1. Due to Covid-19, BSU's policy will require all workers working in BSU occupied buildings to wear a mask. This includes construction workers.
   2. Kelly reminded bidders to pay attention to items that are being supplied by Starbucks or the Licensed Contractor and are to be installed by the GC. These costs are expected to be included in your bid.
   3. There are no allowances required in the bid documents.
   4. There are no alternates required in the bid documents.
   5. There are three unit prices required in the bid documents. Please make sure all three unit prices are provided to make your bid a complete bid.

V. Questions.
   A. One bidder mentioned that the bid form in Addenda 1 only included two unit prices. Kelly stated that the third unit prices should be written in on the bid form. Reference the unit price specification section.

VI. Tour of Project Site.
   A. All bidders were invited to walk the project site together with BSU and the Architect of Record. Bidders were able to see the loading dock and access routes. Bidders were able to access the basement mechanical room underneath the Starbucks location to review MEP access from below.

END
<table>
<thead>
<tr>
<th>NAME</th>
<th>REPRESENTING</th>
<th>PHONE NUMBER</th>
<th>EMAIL ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mary Inchauste</td>
<td>C50</td>
<td>317-258-3520</td>
<td><a href="mailto:m.inchauste@c50inc.net">m.inchauste@c50inc.net</a></td>
</tr>
<tr>
<td>Shane Skinner</td>
<td>Capital</td>
<td>317-679-4927</td>
<td>ss <a href="mailto:Skinner@capitalconstruct.com">Skinner@capitalconstruct.com</a></td>
</tr>
<tr>
<td>Brian Abel</td>
<td>R+G</td>
<td>317-638-6383</td>
<td>babeleverossbar.com</td>
</tr>
<tr>
<td>Jay Trauring</td>
<td>BW Construction</td>
<td>317-281-9978</td>
<td><a href="mailto:jtrauing1@bwconstruction.com">jtrauing1@bwconstruction.com</a></td>
</tr>
<tr>
<td>Chaz Druetzler</td>
<td>S+B Construction</td>
<td>317-997-4365</td>
<td>s-bconstruction.com</td>
</tr>
<tr>
<td>John Payne</td>
<td>S+S (Shambaugh)</td>
<td>765-667-1767</td>
<td><a href="mailto:jpayne@shambaugh.com">jpayne@shambaugh.com</a></td>
</tr>
<tr>
<td>Elliott Brown</td>
<td>KPS Construction</td>
<td>317-984-7664</td>
<td><a href="mailto:ebrown@kpsconstruction.com">ebrown@kpsconstruction.com</a></td>
</tr>
<tr>
<td>NAME</td>
<td>REPRESENTING</td>
<td>PHONE NUMBER</td>
<td>EMAIL ADDRESS</td>
</tr>
<tr>
<td>----------------</td>
<td>---------------------------</td>
<td>--------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>Greg Graham</td>
<td>BSO FPM</td>
<td>765-285-2828</td>
<td><a href="mailto:GregoryGraham@bsu.es">GregoryGraham@bsu.es</a></td>
</tr>
<tr>
<td>June Sanders</td>
<td>BSU - Purchasing</td>
<td>765-285-1546</td>
<td><a href="mailto:Jsanders2@bsu.es">Jsanders2@bsu.es</a></td>
</tr>
<tr>
<td>Tony Brandon</td>
<td>BSU Dining</td>
<td>765-285-1967</td>
<td><a href="mailto:Tlbrandon@bsu.es">Tlbrandon@bsu.es</a></td>
</tr>
<tr>
<td>Scott knots</td>
<td>KPS Construction</td>
<td>317-984-2704</td>
<td>Kpsconstruction.com</td>
</tr>
<tr>
<td>Tom Parr</td>
<td>Sater Electric</td>
<td>765-348-3194</td>
<td>Saterel @ att.net</td>
</tr>
<tr>
<td>Scott Baker</td>
<td>Privmark Const.</td>
<td>765-774-3383</td>
<td></td>
</tr>
</tbody>
</table>
November 22, 2019 Site Visit Photos

1. 

2. 

3. 

4. 

5. 

6.
November 22, 2019 Site Visit Photos
May 27, 2020 Site Visit Photos
May 29, 2020 Site Visit Photos

1.

2.

3.

4.

5.

6.
May 29, 2020 Site Visit Photos

19.

20.

21.

22.

23.

24.