ADDENDUM NO. 1 - OUTLINE AND SUMMARY INFORMATION

Project Name: SUB Office of International Programs
Location: Student Union Building – MSU Campus
Owner: Montana State University

PPA No.: 16-0190 Date: April 17, 2019

To: All Plan Holders of Record

The Plans and Specification prepared by Hip and Humble Architecture dated January 25, 2019, shall be clarified and added as follow. The bidder proposes to perform all the following clarifications or changes. It is understood that the Base Bid shall include any modification of Work or Additional Work that may be required by reason of the following change or clarifications.

The Bidders are to acknowledge the receipt of this Addendum by inserting its number and date into their Bid Forms. Failure to acknowledge may subject the Bidder to disqualification and rejection of the bid. This Addendum forms part of the Contract Documents as if bound therein and modifies them as follows:

I. AMENDMENTS TO THE PROJECT MANUAL – NOT USED

II. AMENDMENTS TO THE DRAWINGS

1) Sheet A0-1 – Cover Sheet. At Code Requirement notes CHANGE fire sprinkler note to read as follows: THIS IS AN EXISTING BUILDING AND DOES CONTAIN AN EXISTING AUTOMATIC FIRE SPRINKLER SYSTEM. FIELD VERIFY ALL EXISTING ALARM AND SPRINKLER SYSTEMS AND MAINTAIN PROPER WORKING ORDER. MODIFY EXISTING SYSTEMS AS REQUIRED TO COMPLY WITH APPLICABLE CODES AS INDICATED ON DRAWINGS AND SPECIFICATIONS.

2) Sheet A3-2 – Floor & Ceiling Plans. At Alternate #3 Storage closet and doors ADD note that reads: NEW CLOSET WALLS (CORRIDOR WALLS) ARE REQUIRED TO BE 1-HR CONSTRUCTION PER UL DESIGN U419, (2) LAYERS 5/8” TYPE X GWB ON 3-1/2” 25GA STEEL STUDS @ 24” O.C. MAX. NEW DOORS TO BE 30 MINUTE UL RATED WITH SMOKE GASKETS / SEALS REQUIRED TO MAINTAIN RATING.

3) Sheet A3-3 – Finish Plan & Door Details.

   a) At Alternate #3 ADD note that reads SEE SHEET A3-2 FOR FIRE RATING REQUIREMENTS.

   b) At Finish General Notes, Note 3 CHANGE Vinyl base to Rubber base per spec’s.
c) At Door Hardware Notes, Note 1 ADD note that reads NEW HINGES TO BE PROVIDED ON NEW AND EXISTING TO REMAIN DOORS WITHIN THE SCOPE OF THIS PROJECT. HINGE FINISH TO BE BRUSHED STAINLESS TO MATCH NEW DOOR HANDLE HARDWARE.

d) At Finish Key Notes, Note 11 ADD the following information: there are (3) windows approx. 39”x66” and (2) windows approx. 50”x66”. Contractor and sub-contractor are responsible for field verifying exact window dimensions as appropriate for their specific window shade application and installation methods.

e) At existing Entry doors ADD note that reads REPAIR AND REFINISH DAMAGE TO EXISTING ENTRY DOORS AND FRAMES AND ALL OTHER EXISTING DOORS AND FRAMES WHICH ARE SCHEDULED TO REMAIN THROUGHOUT THIS PROJECT AS REQUIRED TO PROVIDE A LIKE NEW APPEARANCE.

4) Sheet A4-1 – Interior Details.

   a) At detail 7/A4-1 ADD text that reads ALTERNATE #2 at the beginning of world map wall wrap note.

   b) At detail 9/A4-1 ADD note that reads CONTRACTOR IS RESPONSIBLE FOR REMOVING EXISTING MARKER BOARD FROM CULBERTSON HALL 4TH FLOOR AND TRANSPORTING TO THIS NEW SPACE to existing note calling out existing board.

III. GENERAL INFORMATION – NOT USED

IV. ATTACHMENTS

   A. Meeting Minutes from Pre-Bid Walk-thru.

   B. Attendance sign-in sheet from Pre-Bid Walk-thru.

END OF ADDENDUM NO. 1
PRE-BID CONFERENCE - AGENDA AND INFORMATION

Project Name: SUB Office of International Programs Remodel  
PPA No.: 16-0190

Location: Plew 214  
Date: April 15, 2019 @ 4pm

I. CONTRACTOR SIGN-IN, COLLECT BUSINESS CARDS

II. GREETINGS AND INTRODUCTIONS
   B. MSU Project Manager: Jaclyn Liebscher, 406-994-5970

III. SUMMARY OF PROJECT
   A. The Work consists of:
      1. Demo of lighting, carpet and abatement in three offices.
      2. New HVAC, LED lighting, electrical, data, fire mods, kitchenette, office construction, paint, carpet, window coverings, etc.
   
   B. Allowance
      1. Base bid shall include a $66,000 allowance for furniture procurement, delivery and installation. Furniture shall be completely installed by December 31.

   C. Alternate:
      1. Alt #1 – Add four sidelights along office wall.
      2. Alt #2 – Full wall wrap on south wall of conference room.
      3. Alt #3 – Add storage closet in hallway.

   D. Construction window is October 21 to December 31, 2019.
   
   E. Construction budget is $160,000.

   F. General information:
      1. Work hours are 7am – 5pm M-F. Weekend work shall be coordinated at least 3 days ahead.
      2. Construction staging is next to Swingle Health Center.
      3. Safety first.
      4. No smoking.
      5. No radios.
      6. Daily cleanup will be required.
      7. Questions will be received up to April 24. Bid date is May 2, 2019.
IV. BIDDING PROCESS AND CONTRACT REQUIREMENTS

A. Bids will be received until 2pm on **May 2, 2019** at the office of Campus Planning, Design and Construction, Montana State University, Bozeman, Montana.

B. The Bid Form has been provided within the Project Manual. Bidders are to execute the Bid Form completely, leaving no spaces blank.

C. Information pertaining to the preparation and submission of the Bid, including information regarding bid security, substitutions, addenda, bonding requirements, permits, contractor qualifications, prevailing wage requirements, state taxes, etc., can be found in the **Bidders' Instructions and Information** section of the Project Manual.

D. Information pertaining to liquidated damages can be found within the **Agreement** contained in the Project Manual.

E. Information pertaining to insurance requirements can be found within the **General Conditions of the Contract** contained in the Project Manual.

F. MCA Statutes – Title 18 Chapter 2.

V. QUESTIONS PERTAINING TO THE BIDDING DOCUMENTS

A. Plan updates.

VI. TOUR THE PROJECT SITE
# MEETING SIGN-IN SHEET

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<tr>
<th>Project Name: SUB OIP Renovation</th>
<th>PPA No.: 16-0190</th>
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<tr>
<td>Location: Plew 214</td>
<td>Date: April 15, 2019</td>
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