



ADDENDUM NO. 1

March 21, 2025

**RE: Scott County Extension Office
Renovation & Addition
1130 Cincinnati Road
Georgetown, Kentucky 40324**

**FROM: Brandstetter Carroll Inc.
2360 Chauvin Drive
Lexington, Kentucky 40517
Phone 859-268-1933
Fax 859-268-3341**

TO: Plan Holders

This Addendum forms a part of the Construction Documents dated November 9, 2023. Each Bidder shall acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of one (1) page and the following attachments:

- Pre-Bid Meeting Minutes with Sign-In Sheet

GENERAL:

1. Refer to the enclosed Pre-Bid Meeting Minutes with Sign-In Sheet.

CHANGES TO SPECIFICATIONS:

1. None

CHANGES TO DRAWINGS:

1. None

END OF ADDENDUM NO. 1

**CONFERENCE MEMORANDUM
SCOTT COUNTY EXTENSION OFFICE
RENOVATION & ADDITION
GEORGETOWN, KENTUCKY
PROJECT NO. 23105**

Present: See Attached Sign-in Sheet



March 19, 2025

The pre-bid meeting for the Scott County Extension Office Renovation & Addition was held at the Scott County Extension Office at 2:00 pm on Wednesday, March 19, 2025. Please see the attached sign-in sheets for attendees.

Introductions were made and the following items were discussed:

1. Mr. Schilffarth gave a brief description of the project.
2. All questions are to be sent to Mr. Jay Quillen at jquillen@bciaep.com by no later than end of business day on Tuesday, March 25, 2025. The last addendum will be issued on Wednesday, March 26, 2025.
3. Mr. Schilffarth stated that sealed bids will be received on Tuesday, April 1, 2025, until **2:00** p.m. local time. Bids are to be delivered to the Scott County Extension Office, 1130 Cincinnati Road, Georgetown, Kentucky 40324. Proposals should be clearly marked as follows:

BID PROPOSAL
SCOTT COUNTY EXTENSION OFFICE
RENOVATION & ADDITION

4. Bid proposals will be evaluated by the Owner and a selection will be made shortly thereafter.
5. The construction duration is 300 days, from the Notice-To-Proceed. Liquidated damages will be enforced at \$700 per day. However, the owner reserves the right to extend the project schedule, at their discretion.
6. All required bid forms shall be submitted with the bid proposal. Any missing forms shall result in an unresponsive bid. Requirements are provided on the Bid Form and shall include the following:
 - a. Bid Form
 - b. Bid Bond Form (AIA A310)
 - c. Bid Form Supplement – List of Unit Prices
 - d. Bid Form Supplement – List of Sub-Contractors
7. There is one alternate included in this bid, which relates to the North Parking Lot. Please refer to the bid documents for additional information.

8. The project will require retainage.
9. A contingency amount of \$200,000 is to be included as part of the bidder's base bid proposal.
10. Mr. Schilffarth stated the Owner is tax exempt. Sales tax is to be included in the bidder's bid proposal. The owner will employ Direct Purchase Orders (DPO's) for material packages over \$5,000 for individual packages.
11. Mr. Schilffarth stated safety is of the utmost concern. The Extension Office plans to remain in operation during construction, therefore all construction efforts must be phased and coordinated between all parties.
12. This project is non-prevailing wage.
13. There has been zero addenda issued to date.
14. All review agencies are nearing completion of comments and subsequent reviews. All approvals are anticipated to be provided prior to contracts being awarded.
15. Atlas Technical Consultants LLC provided the geotechnical report for the project. Selection of a Special Inspections / Construction Testing firm is underway.
16. At this all parties toured the facility.
17. Questions & Comments:
 - a. A Finish Schedule is requested to be provided.
 - b. Clarification on the Parking Lot Alternate is to be provided.
 - c. The site is unclassified, however the geotechnical report has been included in the bid documents.
 - d. Modifications to the existing storm structures will be required. Additional information will be provided.

If you should disagree with any information contained herein, please kindly notify our office in writing within 10 days of receipt of this memorandum.



Phil Schilffarth, AIA
March 19, 2025

