



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**

**October 11, 2016**

### **TO ALL BIDDERS**

**PROJECT: BATON ROUGE JUNIOR HIGH BUILDING DRAINAGE & WATERPROOFING PROJECT  
CITY PARISH PROJECT NO. 16-ASC-CP-1021**

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

1. Addendum From Architect:

See attached Addendum #1 issued by Linfield, Hunter & Junius, Inc. and dated October 10, 2016.

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

Eric Ducote, AIA  
Architectural Services Division  
1100 Laurel Street, Rm 227  
Baton Rouge, LA 70802

**NOTE TO PERSPECTIVE BIDDERS CONTRACT FOR**  
**Baton Rouge Junior High Building Drainage & Waterproofing Project**  
**1100 Laurel St., Baton Rouge, Louisiana 70802**  
**City Parish Project No. 16-ACS-CP-1021**  
**LH&J PROJECT No. 12-09**

October 10, 2016

**Electronic or Sealed bids will be received until 2:00 PM Local Time, Tuesday, October 25, 2016, by the Purchasing Division, City Hall, 222 Saint Louis Street, 8<sup>th</sup> Floor, Room 826, Baton Rouge, LA 70802. No bids will be received after 2:00 PM on the same day and date. Please note the above new delivery address.**

**ADDENDUM NO. 1**

**GENERAL INFORMATION**

**Item No. 1 – Bid Period Extension**

The bid date has been extended to Tuesday October 25, 2016 at 2:00 PM Local Time. Electronic or Sealed bids will be received until **2:00 PM Local Time, Tuesday, October 25, 2016**, by the **Purchasing Division, City Hall, 222 Saint Louis Street, 8th Floor, Room 826, Baton Rouge, LA 70802**. No bids will be received after 2:00 PM on the same day and date. Please note the above new delivery address.

**Item No. 2 – Pre-Bid Sign in Sheet**

Attached is the Sign-In Sheet from the non-mandatory Pre-Bid Meeting held on September 27, 2016 at 10:00 am local time at the project site (1100 Laurel St., Baton Rouge, Louisiana 70802).

**Item No. 3 – Meeting Minutes**

See attached meeting minutes from the non-mandatory Pre-Bid Meeting held on September 27, 2016 at 10:00 am local time at the project site (1100 Laurel St., Baton Rouge, Louisiana 70802).

**END OF ADDENDUM NO.1**

Date: September 27, 2016

Project: BRJH Building Drainage & Waterproofing Project

Project No: 16-ASC-CP-1021

Bid Date: October 18, 2016

### PRE-BID CONFERENCE SIGN-IN SHEET

PLEASE SIGN IN AND WRITE YOUR PHONE NUMBER AND FAX NUMBER

(Print) Name of Company & Email	Phone Number	Fax Number	License#	Signature
Company Name: <u>B&amp;G - Arch. Services</u> Email: <u>EDucote@brgov.com</u>	<u>225-389-4694</u>	<u>225-389-4704</u>	<u>N/A</u>	
Company Name: <u>Linfield, Huffaker &amp; Jennings, Inc.</u> Email: <u>sbragovete@linfield.com</u>	<u>504-833-5300</u>	<u>504-833-5300</u>	<u>N/A</u>	
Company Name: <u>United Restoration &amp; Preservation, Inc.</u> Email: <u>Chrisp@urpinc.com</u>	<u>504-390-7616</u>	<u>770-460-9049</u>	<u>46890</u>	
Company Name: <u>DPW ENGINEERING - TRANSPORTATION + DRAINAGE</u> Email: <u>mstephens@brgov.com</u>	<u>225-389-3186</u>	<u>225-389-4704</u>	<u>N/A</u>	
Company Name: <u>B &amp; G</u> Email: <u>mathis@brgov.com</u>	<u>225-389-4664</u>	<u>389-4704</u>	<u>N/A</u>	



**Linfield, Hunter & Junius, Inc.**  
**Professional Engineers, Architects, and Surveyors**

# Meeting Minutes

<b>MEETING DATE</b>	Thursday, September 27, 2016 at 10:00 am	<b>SUBJECT</b>	Pre-Bid
<b>PROJECT NAME</b>	Former Baton Rouge Junior High Building- Waterproofing	<b>MINUTES DATE ISSUED</b>	10/01/2016
<b>PROJECT NUMBER</b>	12-09	<b>MINUTES BY</b>	Stephen R. Braquet

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#### ATTENDEES, COMPANY

- (See attached Sign-In Sheet)

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#### MEETING MINUTES

Pre-Bid Meeting Start Time: 10:00 am

The Non-Mandatory Pre-Bid meeting occurred at 1100 Laurel Street, Baton Rouge, LA.

- Linfield, Hunter & Junius, Inc. (LH&J) introduced the design team and owner's representatives. For this project proper coordination with the architect, owner, and user group will be critical. All work will need to be performed in accordance with the owner's and user group's requirements.
- Eric Ducote will act as the Project Manager/Owners Representative for the City of Baton Rouge Department of Buildings & Grounds - Architectural Services Division
- Troy Mathis will act as the Field Representative/Owners Representative for the City of Baton Rouge Department of Buildings & Grounds - Architectural Services Division
- Ben Chadwick will act as the Project Architect for LH&J.
- Stephen Braquet will act as the Project Manager for LH&J.
- Robert Nockton will act as the Civil Engineer Designer of Record for LH&J
- The project scope consists of excavation around the perimeter of the building and waterproofing the basement as indicated on the drawings. New subgrade drainage, lift stations and paving will accompany the waterproofing as per the bid set of construction documents.
- There are no unit prices associated with this project at this time.
- This project is a FEMA funded project with obligated funds
- The construction budget is \$800,000.00
- The project construction schedule is 330 calendar days.
- Liquidated damages are \$605.00 per day.
- The bid opening is scheduled for 2:00 PM Local Time, October 18, 2016 at 222 Saint Louis Street, 8<sup>th</sup> Floor, Room 826, Purchasing Division, City Hall, Baton Rouge, LA.
- Primary contact for this project is LH&J, and all correspondence and questions are to be addressed to LH&J.



**Linfield, Hunter & Junius, Inc.**  
**Professional Engineers, Architects, and Surveyors**

- Contractor to submit questions, RFI's, clarifications or prior approvals to the architect by 12:00 PM (CST) on October 10, 2016 to be included in the last addendum issued by the city on October 13, 2016.
- Contractors are to submit all substitutions/ prior approvals under a general contractor's request to the architect by October 7, 2016 to be included in any future addenda's (no substitution will be allowed once this date and time has passed).
- For additional site visits the contractor must contact Eric Ducote, (225)389-4694 and schedule between 7:00 AM-3:30PM M-F.
- Contractors are to submit all conflicts or discrepancies in writing to the architect to be included in any future addenda.
- Material testing will be provided by the owner as required, contractor will be required to coordinate all inspections in advance.
- Special inspections will be provided by the owner as required, contractor will be required to coordinate all inspections in advance.
- Working Hours-7:00AM- Sunset - Monday through Saturday(noisy operations)- Sunday work only on prior approved special requests.
- Federal grant requirements can be found in the City-Parish Spec Front End, page CP 01 00 00-1

Meeting Adjourned: 11:00 am

A site walk through followed the meeting

**END OF MINUTES**

This accurately reflects the discussions which took place at the meeting. Unless alterations are requested in writing within seven days from the date of these minutes by anyone in attendance, the information contained herein can be relied upon as a basis for the work on the project to proceed.