

## ADDENDUM NO. ONE (1)

Date: 03/07/2022 Architect's Project No. A20-159

Project: IFB 22-003 Sugar Hill Historic Cemetery

Client: City of Sugar Hill

Contract for: General Contracting

*This Addendum forms a part of the Contract Documents and Construction Drawings and modifies the original Bid Documents for the above referenced project.*

### CHANGES TO THE CONTRACT DOCUMENTS

#### A. CHANGES TO THE SPECIFICATIONS

None at this time

#### B. CHANGES TO THE DRAWINGS

None at this time

#### C. CONTRACTOR QUESTIONS

Q1: Will the property boundaries and corners be surveyed, staked and marked by the Owner prior to construction.

A1: **No, the General Contractor shall be responsible for locating and verifying extents of the property boundaries and project improvements.**

#### D. CLARIFICATIONS

1. **Owner is exercising their right to waive the requirement for bidder attendance at the mandatory Pre-Bid Meeting held on February 24, 2022. Any bidder who wishes to submit a bid but was not in attendance at the Pre-Bid meeting will be allowed to do so.**

2. **The Owner has requested to extend the deadline for bids. Refer to the revised Bid Schedule as indicated below.**

Bid Advertisement:	February 10, 2022
Pre-Bid Meeting:	February 24, 2022 @ 2:00 PM
Deadline for Questions:	March 24, 2022 @ 2:00 PM
Deadline for Substitutions:	March 24, 2022 @ 2:00 PM
Final Addenda Issued:	March 28, 2022 @ 2:00 PM
Bids Due to Owner:	March 31, 2022 @ 2:00 PM

3. City has already imported 200 truckloads of suitable soil and stock piled fill on site. Contractor is to assume 12 CY per truck load for a total of 2,400 CY having already been imported by the Owner. Contractor shall include balance of import soil needed in Base Bid.
4. Contractor shall include tree removal and clearing for installation of fence in Base Bid.
5. Contract Drawings are currently in plan review process and a land development permit has not been issued. All plan revisions required by permitting official shall be issued in future addendum.

**E. ATTACHMENTS**

Pre-Bid Meeting Sign-In Sheet dated 02/24/2022  
Pre-Bid Meeting Minutes  
Plan Holder List

**PLEASE NOTE: Contractors should acknowledge receipt of this Addendum on  
BID FORM 00 30 00-1 . Failure to do so may result in rejection of bid.**

END OF ADDENDUM NO. ONE (1)



**SIGN-IN SHEET**

**SUGAR HILL HISTORIC CEMETERY  
MANDATORY PRE-BID MEETING  
FEBRUARY 24, 2022 @ 2:00 PM**

Name	Company	Phone No.	E-Mail Address
Carl Sharp	TRiScapes	770 990 6632	carl@tris-apes.com
RALPH MOSES	ARCO BUILDERS	770.367.7025	rmoses@arcobuildersllc.com
KENT SNYDER	PPI	770-338-8000	TSRKS@ppi.us
Tim Schick	CITY OF SUGAR Hill	770-945-6734	Tschick@cityofsugarhill.com <del>TSchick</del>

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City of Sugar  
**PRE-BID MEETING MINUTES**

Sugar Hill Historic Cemetery  
February 24, 2022 @ 2:00 PM

PPI PROJECT NO. A20-159

**OWNER REPRESENTATIVE**

Troy Besseche, Assistant City Manager  
Tim Schick, Facilities Director  
Curtis Northrup, Project Administrator  
Andy McQuagge, Recreation Director  
Megan Carnell, Community & Economic Development

**ARCHITECT**

Kent Snyder, Project Architect, PPI  
Todd Parker, Project Manager, PPI

**1. PROJECT OVERVIEW**

Project shall consist of furnishing and installing all materials, labor and equipment necessary for the grading, paving and utility improvements for the Sugar Hill Historic Cemetery project located at West Broad Street, Sugar Hill, GA 30518.

**2. BID REQUIREMENTS**

- a. Provide one (1) unbound, two (2) bound copies of bid, including the following, **ASSEMBLED IN THIS ORDER:**
- Section 00 30 00 – Bid Form
  - Section 00 41 00 – Bid Bond (AIA A310)
  - Section 00 42 00 – Contractor’s Qualification Statement (AIA A305) as modified
  - Section 00 43 00 – Subcontractor List (AIA G705)
  - Section 00 48 00 – Non-Collusion Affidavit of Prime Bidder
  - Section 00 62 00 – E-verify and SAVE Affidavits of Prime Bidder
- b. **To be considered as a responsive bidder, all spaces shall be filled out completely. All bids shall be in sealed envelopes clearly marked with contractor’s name and project name. Any proposals received after the official time will be rejected.**

**3. BID SCHEDULE**

Bid Advertisement:	February 10, 2022
Pre-Bid Meeting:	February 24, 2022 @ 2:00 PM
Deadline for Questions:	March 10, 2022 @ 2:00 PM
Deadline for Substitutions:	March 10, 2022 @ 2:00 PM
Final Addenda Issued:	March 14, 2022 @ 2:00 PM
Bids Due to Owner:	March 17, 2022 @ 2:00 PM

**4. REQUESTS FOR INFORMATION**

- a. All questions should be directed to Natalie Pifer [861np@ppi.us](mailto:861np@ppi.us) in writing prior to the date and time indicated in the procurement schedule above.
- b. Phone messages or verbal communications are not valid forms of communication. Only written requests will receive a response.

**5. SUBSTITUTION REQUIREMENTS**

- a. All substitution requests submitted by Bidders/Construction Managers should be directed to Natalie Pifer [861np@ppi.us](mailto:861np@ppi.us) in writing prior to the date and time indicated in the procurement schedule above.
- b. Any substitutions shall be submitted with required information; all incomplete submittals will be rejected. All requests for substitution are required to be submitted by Bidders/Construction Managers not from suppliers or manufacturers.

**6. ISSUANCE OF ADDENDUM**

- a. The last addendum will be issued no later than the date and time indicated in the procurement schedule above. The Mandatory Pre-Bid Meeting sign-in sheet will be issued by addendum.
- b. Addendum will be issued to clarify questions that are submitted in writing only. All Bidders/Construction Managers in attendance at the mandatory pre-proposal meeting will be notified via email and will require a response to confirm receipt.

**7. PROJECT SPECIFICATIONS**

- a. Project Manual Specifications will be issued to the successful Bidder/Construction Manager after award of contract.

**8. GEOTECHNICAL REPORT & SITE CONDITIONS**

- a. A Geotechnical investigation report has not been performed by the Owner and will not be provided prior to construction.
- b. Owner has performed Lidar scans and archeological explorations of the jobsite and there are no known unmarked burials within the limits of construction. If the Contractor suspects or uncovers any remains they are to stop work immediately and notify the Owner.

**9. OWNER / CONTRACTOR AGREEMENT**

- a. The Agreement between the Owner and Contractor shall be as follows:
  - ***AIA Document A101 Standard Form of Agreement between Owner and Contractor*** where the basis of payment is a Stipulated Sum.
  - ***AIA Document A201 General Conditions of the Contract for Construction.***
  - ***SECTION 00 80 00 Supplementary Conditions.***
  - ***SECTION 00 84 00 Administrative and Procedural Items.***

**10. CLARIFICATIONS**

- a. City has already imported 200 truckloads of suitable soil and stock piled fill on site. Contractor is to include balance of import soil as needed in Base Bid.
- b. Contractor shall include tree removal and clearing for installation of fence in Base Bid.
- c. PPI is currently working on obtaining land development permit approval and anticipates issuing any plan review comment revisions in future addendum.

**END OF PRE-BID AGENDA**

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**PLAN HOLDER'S LIST**

**IFB #22-003: Sugar Hill Historic Cemetery**

PPI Project No. A20-159

**DUE DATE/TIME: Thursday, March 17, 2022 @ 2 PM**

***Mandatory Pre-Proposal Meeting: Thursday, February 24, 2022 @ 2 PM at  
Sugar Hill ECenter in the Waterfall Conference Room***

***Questions Deadline: March 10, 2022 @ 2 PM to [861np@ppi.us](mailto:861np@ppi.us)***

***Addendum No. 1:***

***Revised Question and Substitutions Deadline: March 24, 2022 @ 2 PM***

***Revised Final Addenda Issued: March 28, 2022 @ 2 PM***

***Revised Bids Due Date: March 31, 2022 @ 2 PM***

March 7, 2022

**DOCUMENTS REQUESTED BY:**

**Tri-Scapes, Inc.**

Carl Sharp  
Cumming, GA 30041  
P: 770-752-4698  
[carl@triscapes.com](mailto:carl@triscapes.com)

**Arco Builders, LLC**

Ralph Moses  
Dunwoody, GA 30356  
P: 770-367-2025  
[rmoses@arcobuildersllc.com](mailto:rmoses@arcobuildersllc.com)

**Reeves + Young**

Greg Rosinski  
Sugar Hill, GA 30518  
P: 770-271-1159  
[grosinski@reevesyoung.com](mailto:grosinski@reevesyoung.com)

**PLAN ROOMS:**

**Dodge Construction Network**

Grand Prairie, TX 75052  
P: 844-326-3826  
[Spencer.mantalaba@construction.com](mailto:Spencer.mantalaba@construction.com)