

Addendum No. 1

**For Project No. ENG2509662251
Office Remodel Project
Jasper Pulaski Nursery
Pulaski County**

**ISSUED FROM: Division of Facilities, Fleet, Asset Management, and
Engineering Dept. Natural Resources**

ISSUE DATE: June 2, 2025

BID DATE: June 19, 2025

FOR AGENCY: Department of Natural Resources

The information contained in this Addendum shall become a part of the basic plans and specifications the same as if original incorporated therein. The original plans and specifications shall remain in their entirety, except as modified by this Addendum. The items herein shall supersede information in the specifications and on the plans.

ITEM NO. 1: NOTICE TO BIDDERS

1. Adding 1542.01 Institutional Bldgs as a classification eligible to bid as follows.

Bids shall be taken from Prime Contractors pre-qualified by the Public Works Certification Board in the following classification(s): 1521.02 Additions, Alterations, Remodeling, and Repair or 1542.04 Additions, Alterations, Remodeling, and Repair or 1542.01 Institutional Bldgs (Hospitals, Schools, Prisons)

ITEM No. 2: GENERAL

1. Attached, please find a copy of the pre-bid meeting sign-in sheet and pre-bid meeting agenda with a summary of the discussion and clarifications.
2. Discussion Items During Meeting and Walk Though:

- a. Nathan noted that specifications are on the drawings for windows, doors, and siding. Please request substitutions during the bidding phase so it can be added in addendum.
- b. Property noted the wiring at the porch ceiling is older wiring with cloth insulation. The desire is to have the porch area wiring removed and replaced as far back as possible for lighting.
- c. Property notes that there are likely wasps (etc) behind areas of siding.
- d. Trim around the overhead garage doors to remain is to be replaced to match existing profiles as close as possible.
- e. Areas of damage to framing behind siding will be replaced as needed using remediation allowance.
- f. Gutters are noted on drawing A-2 as either existing to be removed, stored, and re-attached or new 6" alum seamless gutters if more cost effective. If new gutters, the existing profile does not need to be matched. Standard seamless profile is acceptable.
- g. Property stated that the property is not gated or secured, but indoor storage for materials can be an option. Must be coordinated with the property staff.

END OF ADDENDUM

State Form 21208R4

DAPW-118

PRE-BID MEETING
Office Remodel Project
Jasper Pulaski Nursery
DEPARTMENT OF NATURAL RESOURCES
STATE OF INDIANA
Public Works Project No. ENG2509662251

15508 W. 700 N Medaryville, IN 47957
Pulaski County, IN

Date: **May 29th, 2025 @ 10:00 am ET**
Meeting Location: Project Site

- A. Attendee Sign-in:
- B. Welcome, Introductions, Project Contacts:
1. Access to site:
 - a. Property Manager: James Potthoff
 - b. Office Phone: 219-843-4827
 2. Document Questions:
 - a. Nathan Smothers; 317-233-4707; NSmothers@dnr.in.gov. Please submit all questions via email for design team distribution as needed.
 - b. Addendum #1 with notes from this meeting will be sent for posting on Monday June 2nd.
 - c. Final date for Addendums is June 10th, so I need questions and comments by Monday June 9th.
 3. Code Administrator / Construction Contact:
 - a. Randy Craven: 317-605-1983; Rcraven@dnr.IN.gov
- C. Bidding and Contract Requirements:
1. Project is estimated at \$150,000 or above
 2. Notice to Bidders
 - a. Secured Electronic Bid Submission via email. Bids received until 1:31 PM (Indianapolis Time) June 19, 2025
 - b. Microsoft Teams Live Event Bid Opening at 2:00 PM (Indianapolis Time) June 19, 2025. Reference link on Notice to Bidders
 3. Bids shall be taken from Prime Contractors pre-qualified by the Public Works Certification Board in the following classification/s: 1521.02 Additions, Alterations, Remodeling, and Repair or 1542.04 Additions, Alterations, Remodeling, and Repair. Prequalification by the Certification Board is required for this project prior to bid opening. Reference the following link for more information
<https://www.in.gov/idoa/state-property-and-facilities/public-works/certification-board/contractors-and-sub-contractors/>
Note: 1542.01 Institutional Bids will be added in Addendum #1
 4. Per the Instructions to Bidders, Work By Contractor, "The Contractor shall perform a minimum of 15% of the value of the work..." (DAPW 30)
 5. **Participation Goals: 7% MBE, 5% WBE and 3% IVOSB**
 - a. The Indiana Department of Administration ("IDOA") in its commitment to Minority and Women's Business Enterprise ("MBE/WBE") and Indiana Veteran Owned Small Business ("IVOSB") participation in the state's procurement and contracting process,

expects prime contractors to solicit MBE, WBE, and IVOSB subcontractors for competitive bids in the areas of construction, professional services, and goods and services. This policy outlines the steps necessary for subcontractor participation that is subject to IDOA purchasing authority.

- b. Please see Part “K” Reference Information links and attachments for additional information.
 6. Each contractor must submit with their bid a written plan for a program to test the contractor's employees for drugs (DAPW 150A)
 7. Reference Bidding and Contract Requirements for detailed instructions.
- D. Document Overview
1. Drawings
 - a. A-1 – Index, Map, Floor Plan
 - b. A-2 - Elevations
 2. Specifications
 - a. No Alternates
 - b. Window, Door, and Siding information on Drawings
- F. Allowances:
1. A Remediation Allowance of \$10,000.00 shall be included in the Base Bid as a separate item in the Schedule of Values adding up to the total bid price.
 2. If any portion of the remediation allowance is not used during the project, that portion will revert to the owner and will not be included in the contractor's final payment.
- G. Project Schedule:
1. Bids received until 1:31 PM (Indianapolis Time) June 19th, 2025
 2. Contracting phase should be expected to take at least 30-60 days to complete
 3. Project shall be completed within 180 days of contract approval.
 4. Normal work hours 7:00 am – 5:00 pm and as adjusted by Property Manager
- H. Site Restrictions:
1. Maintain Public Access and Parking
 2. Temporary Field Office and Utilities
 3. Contractor Staging Areas
 4. Deliveries
 5. Dumpsters
 6. Site Security
- J. Bidding Documents:
1. DNR Engineering Website – Division of Engineering Home Page:
<https://www.in.gov/dnr/engineer/>
 2. DNR Engineering Website – DNR Project Bidding Information Page:
<https://www.in.gov/dnr/engineer/2908.htm>
 3. Subscribe to receive email updates when the Engineering Bid Page is updated:
https://public.govdelivery.com/accounts/INDNR/subscriber/new?topic_id=INDNR_16
- K. Reference Information:
1. IDOA Certification board: <https://www.in.gov/idoa/state-property-and-facilities/public-works/certification-board/>
 2. Bidder ID #: <https://www.in.gov/idoa/procurement/supplier-resource-center/requirements-to-do-business-with-the-state/bidder-profile-registration/>

3. W-9 & Direct Deposit: The successful bidder will be required to complete the Automated Direct Deposit Authorization Agreement & W-9 Form. Please reference the Auditor of State website for additional information: <https://www.in.gov/auditor/>.
4. Please reference the attached DNR Vendor Registration HelpSheet for additional information.
5. <https://www.in.gov/idoa/mwbe/files/MBE,-WBE,-and-IVOSB-Participation-Policy-4-21.pdf>
6. <https://www.in.gov/idoa/mwbe/files/MWBE-Revised-Goals-Policy-6-21.pdf>
7. <https://www.in.gov/idoa/mwbe/minority-and-womens-business-enterprises/laws-and-policies/>
8. <https://www.in.gov/idoa/mwbe/indiana-veteran-business-program/>
9. <https://www.in.gov/idoa/mwbe/minority-and-womens-business-enterprises/participation-goals/>

L. Q & A

M. Site Tour

Meeting Notes:

- a. Nathan noted that specifications are on the drawings for windows, doors, and siding. Please request substitutions during the bidding phase so it can be added in addendum.
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15508 W. 700 N Medaryville, IN 47957
Pulaski County, IN

Date: **May 29th, 2025 @ 10:00 am ET**
Meeting Location: Project Site

NAME	COMPANY	E-MAIL	PHONE
1 STEVE SPENCER	SPENCER CONCT.	ESTIMATING@SPENCERCO.COM	765-479-2167
2 Steve's Specialized Services LLC		steves@sss-llc.net	219-866-3059
3 NATHAN SMOTHERS	DNK		
4 RANALL CRAWEN	DNK		317-605-1983
5 James Rothoff	DNK		219-843-4827
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