

**ADDENDUM  
NO. 03**

**March 5, 2026**

**Kalamazoo Public Schools Lakewood Valley Center Secure Vestibule  
3122 Lake Street  
Kalamazoo, MI 49048**

**TO: ALL BIDDERS OF RECORD**

This Addendum forms a part of and modifies the Bidding Requirements, Contract Forms, Contract Conditions, the Specifications and the Drawings dated December 19, 2025, by TowerPinkster. Acknowledge receipt of the Addendum in the space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of Pages ADD 3-2 through ADD 3-1.

**A. SPECIFICATION SECTION 00 31 00 – BID FORM**

1. See attached revised Bid Form (page 3- Pricing Breakout).

**B. SPECIFICATION SECTION 00 43 50 - SUBCONTRACTORS AND PRODUCTS LIST**

**Remove** the following Specifications from **Bid Category No. 01 General Trades**

1. 08 91 19 Fixed Louvers

**Add** the following Specifications from **Bid Category No. 02 Aluminum Entrances, Storefronts & Glazing.**

1. 08 91 19 Fixed Louvers

C. **SPECIFICATION SECTION 01 12 00 - MULTIPLE CONTRACT SUMMARY**

3.03 **BID CATEGORIES**

**Remove**

A. **BID CATEGORY NO. 01 GENERAL TRADES**

1. 08 91 19 Fixed Louvers

**Add the following Clarification:**

1. **Bid Category No. 01 General Trades** includes all demolition work, including removal of the roof soffit, based on the assumption that the plaster soffit and/or window caulk tests negative for Asbestos Containing Materials (ACM). If testing determines that the plaster soffit or window caulk contains ACM, its demolition will be removed from the General Trades scope and performed instead by a licensed ACM abatement contractor engaged directly by Kalamazoo Public Schools. Refer to the revised Bid Form included in this Addendum for details regarding the omission of abatement responsibilities from the **Bid Category No. 01 General Trades** scope, if applicable.

**Add**

B. **BID CATEGORY NO 02 ALUMINUM ENTRANCES, STOREFRONTS & GLAZING.**

1. 08 91 19 Fixed Louvers

(Amended for Kalamazoo Public Schools)

**CONTRACTOR'S BID FOR PUBLIC WORKS**

**Kalamazoo Public Schools  
Lakewood Valley Center Secure Vestibule**

Kalamazoo Public Schools

**Kalamazoo County, MI**

**PART I**

(To be completed for all bids)  
(Please type or print)

BIDDER (firm) \_\_\_\_\_

Address \_\_\_\_\_ P.O. Box \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Email Address: \_\_\_\_\_

Person to contact regarding this Bid: \_\_\_\_\_

Pursuant to notices given, the undersigned offers to furnish labor and materials necessary to complete the construction work for:

\_\_\_\_\_  
Insert Bid Category No.(s) and Name(s)

of public works project, **Lakewood Vallet Secure Vestibule**, in accordance with Plans and Specifications prepared by **TowerPinkster, 252 E. Kalamazoo Ave, Sute 200, Kalamazoo, MI 49007**, as follows:

BASE BID

For the sum of \_\_\_\_\_

(sum in words)

\_\_\_\_\_ DOLLARS (\$ \_\_\_\_\_)

(sum in figures)

The undersigned acknowledges receipt of the following Addenda:

Receipt of Addenda No.(s) \_\_\_\_\_

PROPOSAL TIME

Bidder agrees that this Bid shall remain in force for a period of one hundred and twenty (120) consecutive calendar days from the due date, and Bids may be accepted or rejected during this period. Bids not accepted within said one hundred and twenty (120) consecutive calendar days shall be deemed rejected.

Attended pre-bid conference YES \_\_\_\_\_ NO

Has visited the jobsite YES \_\_\_\_\_ NO

**The Bidder must attach to this bid, the sworn and notarized affidavit (attached at the end of this Bid Form) disclosing any familial relationship between the Owner or an employee of the bidder and any member of the District's Board or the Superintendent of the District.**

The Bidder has reviewed the Guideline Schedule in Section 01 32 00 and the intent of the schedule can be met. \_\_\_\_\_ YES \_\_\_\_\_ NO

The Skillman Corporation’s diversity initiative is to create a program to encourage, assist and measure the active participation of Minority- Owned, Women-Owned, Veteran – Owned and Disabled Individual-Owned Businesses. The Program is to ensure that MWVDBEs are provided full and equal opportunity to participate in all Skillman Corporation’s Projects.

Bidder has included: DBE: YES \_\_\_\_\_ % NO \_\_\_\_\_  
MBE: YES \_\_\_\_\_ % NO \_\_\_\_\_  
WBE: YES \_\_\_\_\_ % NO \_\_\_\_\_  
VBE: YES \_\_\_\_\_ % NO \_\_\_\_\_

The undersigned further agrees to furnish a bond or certified check with this Bid for an amount specified in the Notice to Bidders. If Alternate Bids apply, submit a proposal for each in accordance with the Plans and Specifications.

ALTERNATE BIDS

A blank entry or an entry of “No Bid”, “N/A”, or similar entry on any Alternate will cause the bid to be rejected as non-responsive only if that Alternate is selected. If no change in the bid amount is required, indicate “No Change”.

PRICING BREAKOUT

Deduct price for omitting the demolition, removal, or disposal of the plaster soffit and windows in the event that the plaster or window caulk tests positive for Asbestos Containing Materials (ACM).

DEDUCT: \$ \_\_\_\_\_ from Base Bid.

NON-COLLUSION AFFIDAVIT

The undersigned Bidder or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this Bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He further says that no person or persons, firms, or corporations has, have, or will receive directly or indirectly, any rebate, fee, gift, commission, or thing of value on account of such sale.

OATH AND AFFIRMATION

I affirm under the penalties of perjury that the foregoing facts and information are true and correct to the best of my knowledge and belief.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Name of Organization)

By \_\_\_\_\_  
(Title of Person Signing)

ACKNOWLEDGEMENT

STATE OF \_\_\_\_\_ )

) SS:

COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_ being duly sworn, deposes and says that

he is \_\_\_\_\_ of the above \_\_\_\_\_  
(Title) (Name of Organization)

and that the statements contained in the foregoing Bid, certification and Affidavit are true and correct.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

County of Residence: \_\_\_\_\_

**PART II**

(Complete sections I, II, and III for all state and local public works projects)

These statements to be submitted under oath by each bidder with and as a part of his bid. (Attach additional pages for each section as needed.)

**SECTION I EXPERIENCE QUESTIONNAIRE**

1. What public works projects has your organization completed?

Contract Amount	Class of Work	When Completed	Name and Address of Owner

2. What public works projects has your organization now in process of construction:

Contract Amount	Class of Work	When Completed	Name and Address of Owner

3. Have you ever failed to complete any work awarded to you? \_\_\_\_\_ If so, where and why? \_\_\_\_\_

\_\_\_\_\_

4. List references from private firms for which you have performed work.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**SECTION III OATH AND AFFIRMATION**

I hereby affirm under the penalties of perjury that the facts and information contained in the foregoing Bid for public works are true and correct to the best of my knowledge and belief.

IN TESTIMONY WHEREOF, The Bidder has hereunto set his hand this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Bidder:\_\_\_\_\_

IN TESTIMONY WHEREOF, The Bidder (a firm) have hereunto set their hands this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Firm Name: \_\_\_\_\_

By:\_\_\_\_\_

Individual names:\_\_\_\_\_

IN TESTIMONY WHEREOF, The Bidder (a corporation) has caused this proposal to be signed by its President and Secretary and affixed its corporate seal this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Name of Corporation: \_\_\_\_\_

President: \_\_\_\_\_

Secretary: \_\_\_\_\_

ACKNOWLEDGEMENT

STATE OF \_\_\_\_\_ )

) SS:

COUNTY OF \_\_\_\_\_ )

\_\_\_\_\_ being duly sworn, deposes and says that

he is \_\_\_\_\_ of the above \_\_\_\_\_  
(Title) (Name of Organization)

and that the answers to the questions in the foregoing questionnaires and all statements therein contained are true and correct.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

County of Residence: \_\_\_\_\_





## **SECTION 00 43 50 - SUBCONTRACTORS AND PRODUCTS LIST**

### **PART 1 - GENERAL**

#### **1.01 DESCRIPTION**

- A. The two (2) low responsive Bidders in each Bid Category shall furnish electronically, the following Subcontractors and Products List to the Construction Manager within **one (1) working day (24 hrs.) of bid opening, unless submitted with Bid.** The blanks appropriate to the Bid Category(ies) on which they bid shall be completed.
1. The Owner and Architect shall have the right to select any material or equipment named in the Specifications for any particular item where the Bidder either fails to list same or lists more than one name for the item in question.
  2. It is intended that this list will show the manufacturer and supplier of major items of work that will be subcontracted and to whom.

#### **1.02 INSTRUCTIONS FOR SUBCONTRACTORS AND PRODUCTS LISTS**

- A. Each Bidder shall submit a copy of his list of subcontractors and manufacturers of products and equipment proposed for work indicated as required above.
- B. The list shall be submitted on forms provided and shall be completely executed. "As Specified" or "With Equipment" type of terminology will not be accepted.
- C. Under "Subcontractor", insert the name of the firm which the Bidder proposes to have perform the respective work. If work will be done by the Prime Bidder and no subcontract will be awarded, state "By Own Forces".
- D. Submission does not constitute acceptance for use of listed manufacturers' products. Materials and subcontractors are subject to the provisions of the General Conditions and "Standard of Product Acceptability" and must be formally reviewed and adjudged acceptable by the Architect/Engineer.
- E. Engineer, Architect and Owner reserve the right to reject submissions of materials, work, or subcontractors that do not, in their opinion, meet the requirements of Drawings, Specifications or job conditions.
- F. Materials and subcontractors used for work on the Project shall be in accordance with accepted material list.
1. The list is intended to assure use of materials and vendors acceptably equivalent to those specified and is not a substitution sheet or complete listing of required materials or services.

2. Substitutions for listed items will not be allowed, except when termed acceptable, in writing by the Architect/Engineer, provided that substitution will result in a cost savings to the Owner , determined by the Owner to be a better product,or is made necessary due to unavailability of listed item. Unavailability shall be confirmed in writing by manufacturer named on accepted list.

**1.03 CIVIL AND ARCHITECTURAL WORK SUBCONTRACTORS AND PRODUCTS LIST**

BID CATEGORY NO. 01 GENERAL TRADES

NAME OF BIDDER \_\_\_\_\_

The undersigned hereby submits the following Subcontractors and Products List which becomes a part of the undersigned Contract proposal. Subcontractor purchased material, equipment, and labor shall be under the direct management and control of the Prime Contractor. If a dual listing of manufacturers and subcontractors is herein made, it is understood the Architect/Engineer (not the Contractor) will select the manufacturer or subcontractor of his choice. State the XBE Designation.

CIVIL AND ARCHITECTURAL WORK

<u>Section</u>	<u>Description</u>	<u>Cost \$\$\$</u>	<u>Subcontractor</u>	<u>Manufacturer</u>
01 21 00	Allowances			
01 51 80	Temporary Fire Protection			
01 52 10	Construction Aids and Temporary Enclosures			
01 52 60	Rubbish Container			
01 53 20	Tree and Plant Protection			
01 57 60	Project Signs			
02 41 19	Selective Structure Demolition			
03 30 00	Cast-In-Place Concrete			
03 60 00	Post Installed Anchors			
04 20 00	Unit Masonry			

<u>Section</u>	<u>Description</u>	<u>Cost \$\$\$</u>	<u>Subcontractor</u>	<u>Manufacturer</u>
05 40 00	Cold-Formed Metal Framing			
05 50 00	Metal Fabrications			
06 10 00	Rough Carpentry			
06 16 00	Sheathing			
06 46 00	Wood Trim			
07 21 19	Foamed-In-Place Insulation			
07 24 13	Polymer-Based Exterior Insulation And Finish System (EIFS)			
07 26 00	<i>Vapor Retarders</i>			
07 27 15	Nonbituminous Self-Adhering Sheet Air Barriers			
07 62 00	Sheet Metal Flashing And Trim			
07 84 13	Penetration Firestopping			
07 84 46	Fire-Resistive Joint Systems			
07 92 00	Joint Sealants			
08 11 13	Hollow Metal Doors And Frames			
08 14 16	Flush Wood Doors			
08 41 13	<del>Aluminum Framed Entrances And Storefronts</del>			
08 71 00	Door Hardware			
08 80 00	Glazing			
08 88 13	Fire-Resistant Glazing			
08 91 19	<del>Fixed Louvers</del>			

<u>Section</u>	<u>Description</u>	<u>Cost \$\$\$</u>	<u>Subcontractor</u>	<u>Manufacturer</u>
09 21 16.23	Gypsum Board Shaft Wall Assemblies			
09 22 16	Non-Structural Metal Framing			
09 26 13	Gypsum Veneer Plastering			
09 29 00	Gypsum Board			
09 51 13	Acoustical Panel Ceilings			
09 65 13	Resilient Base And Accessories			
09 66 13	Portland Cement Terrazzo Flooring			
09 68 13	Tile Carpeting			
09 91 13	Exterior Painting			
09 91 23	Interior Painting			
10 44 13	Fire Protection Cabinets			
10 44 16	Fire Extinguishers			
12 24 13	<i>Roller Window Shades</i>			
23 05 00	Common Work Results For HVAC			
23 05 13	Common Motor Requirements For HVAC Equipment			
23 05 23	General-Duty Valves For HVAC Piping (2&smaller)			
23 05 29	Hangers And Supports For HVAC Piping And Equipment			
23 05 53	Identification For HVAC Piping And Equipment			

<u>Section</u>	<u>Description</u>	<u>Cost \$\$\$</u>	<u>Subcontractor</u>	<u>Manufacturer</u>
23 07 00	HVAC Insulation			
23 09 00	Instrumentation And Control For HVAC			
23 21 13	Hydronic Piping			
23 81 13	Packaged Terminal Air-Conditioners			
23 82 39	Unit Heaters			

Name of Bidder:	Date:
Address:	
City/State/Zip:	
Telephone:	
By:	

BID CATEGORY NO. 02 ALUMINUM ENTRANCES, STOREFRONTS & GLAZING

NAME OF BIDDER \_\_\_\_\_

The undersigned hereby submits the following Subcontractors and Products List which becomes a part of the undersigned Contract proposal. Subcontractor purchased material, equipment, and labor shall be under the direct management and control of the Prime Contractor. If a dual listing of manufacturers and subcontractors is herein made, it is understood the Architect/Engineer (not the Contractor) will select the manufacturer or subcontractor of his choice. State the XBE Designation.

CIVIL AND ARCHITECTURAL WORK

<u>Section</u>	<u>Description</u>	<u>Cost \$\$\$</u>	<u>Subcontractor</u>	<u>Manufacturer</u>
01 21 00	Allowances			
<del>07 84 13</del>	<del>Penetration Firestopping</del>			
<del>07 84 46</del>	<del>Fire-Resistive Joint Systems</del>			
07 92 00	Joint Sealants			
08 41 13	Aluminum-Framed Entrances And Storefronts			
<i>08 51 13</i>	<i>Aluminum Windows</i>			
08 71 00	Door Hardware			
08 80 00	Glazing			
08 88 13	Fire-Resistant Glazing			
<i>08 91 19</i>	<i>Fixed Louvers</i>			

Name of Bidder:	Date:
Address:	
City/State/Zip:	
Telephone:	
By:	

**1.05 ELECTRICAL WORK SUBCONTRACTORS AND PRODUCTS LIST**

BID CATEGORY NO. 03 ELECTRICAL

NAME OF BIDDER \_\_\_\_\_

The undersigned hereby submits the following Subcontractors and Products List which becomes a part of the undersigned Contract proposal. Subcontractor purchased material, equipment, and labor shall be under the direct management and control of the Prime Contractor. If dual listing of manufacturers or subcontractors is herein made, it is understood the Architect/Engineer (not the Contractor) will select the manufacturer or subcontractor of his choice.

ELECTRICAL WORK

<u>Section</u>	<u>Description</u>	<u>Cost \$\$\$</u>	<u>Subcontractor</u>	<u>Manufacturer</u>
01 21 00	Allowances			
01 51 10	Temporary Electricity, Lighting & Warning Systems			
07 84 13	Penetration Firestopping			
07 84 46	Fire-Resistive Joint Systems			
07 92 00	Joint Sealants			
26 05 00	Common Work Results For Electrical			
26 05 19	Low-Voltage Electrical Power Conductors And Cables			
26 05 26	Grounding And Bonding For Electrical Systems			
26 05 29	Hangers And Supports For Electrical Systems			

<u>Section</u>	<u>Description</u>	<u>Cost \$\$\$</u>	<u>Subcontractor</u>	<u>Manufacturer</u>
26 05 33	Raceways And Boxes For Electrical Systems			
26 05 44	Sleeves And Sleeve Seals For Electrical Raceways And Cabling			
26 05 53	Identification For Electrical Systems			
26 09 23	Lighting Control Devices			
26 24 16	Panelboards			
26 27 26	Wiring Devices			
26 29 13	Enclosed Enclosures			
26 43 13	Surge Protection For Low-Voltage Electrical Power Circuits			
26 51 00	Interior Lighting			
27 05 00	Common Work Results For Communications			
27 05 26	Grounding And Bonding For Communications Systems			
27 05 28	Pathways For Communications Systems			
28 31 00	Fire Detection And Alarm			

Name of Bidder:	Date:
Address:	
City/State/Zip:	
Telephone:	
By:	

END OF SECTION 00 43 50

## **SECTION 01 12 00 - MULTIPLE CONTRACT SUMMARY**

### **PART 1 GENERAL**

#### **1.01 RELATED DOCUMENTS**

- A. Drawings and General Provisions of the Prime Contract, including amended General Conditions and other Division 1 Specification Sections, apply to Work of this Section.

#### **1.02 SUMMARY**

- A. The intent of this Section is to indicate the Work required by the Contractors and to provide information regarding the duties, responsibilities, and cooperation required by the Contractors, with similar requirements for the subcontractors and suppliers.
- B. Owners right to maintain current operations
- C. Occupancy requirements
- D. Work by Owner
- E. Permits, fees, and notices
- F. Labor and materials
- G. Verifications of existing dimensions
- H. Project security
- I. Coordination of work
- J. Time of commencement and completion
- K. Schedule of contract responsibilities

#### **1.03 WORK UNDER SEPARATE CONTRACTS**

- A. Prime Contracts are defined to include the following contracts described in the Schedule of Contract Responsibilities included hereinafter; and each is recognized to be a major part of the project, with Work to be performed concurrently and in close coordination with Work of other Prime Contracts.
- B. The "Contract Documents," as defined in the General Conditions, include "the Drawings." Although Drawings are grouped and identified by classification of the Work, Contractors shall be responsible for their Work as specified herein and as

indicated on the Drawings. Although the majority of the Drawings are "to scale," Contractors are directed to use indicated dimensions for determining material quantities and for other reasons. No additional monies will be allowed due to Contractors using "scaling instruments" to determine material quantities or for other reasons.

- C. Separate prime contracts will be awarded as per the "**Schedule of Contract Responsibilities**" (see Part 3 – Execution). Contractors shall include Work required by the Specifications and Drawings for each contract area defined in the Schedule.
- D. Work for the complete construction of the Project will be under multiple prime contracts with the Owner. The Construction Manager will manage the construction of the Project.
- E. Each Contractor shall be responsible for demolition and disposal of existing items relative to his Contract.

#### **1.04 ADMINISTRATIVE RESPONSIBILITIES OF PRIME CONTRACTORS AND CM**

- A. The Construction Manager shall be responsible for the maintenance of the Construction Schedule and management of every phase of the Work.
  - 1. Each Contractor shall read the Specifications and Drawings for other separate Contracts for fixed equipment and the like to be incorporated or attached or built in to the Work; and familiarize himself with the requirements and responsibilities of other Contracts to enable the required coordination and supervision.
  - 2. Each Contractor shall also familiarize himself with other items to be incorporated into the Work including equipment and Work by the Owner.
  - 3. Each Contractor shall cooperate with the Construction Manager in notifying him when the Work is at a stage to require the services of other Contractors and shall notify the Construction Manager in the event that such other Contractors do not carry out their responsibilities in connection with such notification.
- B. Contractors shall cooperate with and assist the Construction Manager in the preparation of construction progress and procedures, schedule of product deliveries, and their effect on the overall project progress and completion. Other Contractors shall cooperate in getting their Work and the Work of their subcontractors completed according to the schedule as prepared and maintained by the Construction Manager. Each Contractor shall immediately notify the Construction Manager of a delay in delivery of products or the scheduled date of completion that may affect the total progress of construction.
- C. The Owner will furnish the topographical survey, either as a part of these Drawings or separately, giving the general topographical lines existing at the site and the property lines.

- D. Contractors required to make connections to existing utilities, especially sewerage where gravity flow occurs, shall verify grades and locations at points of such connections and shall notify the Construction Manager of circumstances which would adversely affect the proper flow or connection to such facilities.

#### **1.05 PRIME CONTRACTORS USE OF PREMISES**

- A. Use of the Site: Limit use of the premises to work in areas indicated. Confine operations to areas within contract limits indicated. Do not disturb portions of the site beyond the areas in which the Work is indicated.
  - 1. Owner Occupancy: Allow for Owner occupancy and use by the public.
  - 2. Driveways and Entrances: Keep driveways and entrances serving the premises clear and available to the Owner, the Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on site.
- B. Use of the Existing Building: Maintain the existing building in a weathertight condition throughout the construction period. Repair damage caused by construction operations. Take all precautions necessary to protect the building and its occupants during the construction period.

#### **1.06 OWNERS RIGHT TO MAINTAIN OPERATIONS**

- A. During the course of this Project, normal and customary functions and operations must be maintained. The Contract Documents are intended to define a strict separation between the school activities of students and staff from the activities of the construction project.
- B. The Construction Manager, Architect, and Owner will not tolerate any visible or audible actions initiated or responded to by any employees of Contractors on this Project toward any students, teachers, or staff members at the school system. Violators shall be promptly removed from the site.
- C. The Owner intends to instruct students, teachers, and staff to refrain from communications with Contractor's personnel working on this Project. All communication with Owner and staff shall be through the Construction Manager.

- D. Contractors must expend their best effort toward protection of the health, safety, and welfare of occupants on the Owner's property during the course of Work on this Project.
- E. Contractors and Subcontractors shall be subject to such rules and regulations for the conduct of the Work as the Owner may establish. Employees shall be properly and completely clothed while working. Bare torsos, legs and feet will not be allowed. Possession or consumption of alcoholic beverages or drugs, tobacco or other noxious behavior on the site is strictly prohibited. Violators shall be promptly removed from the site. Smoking is not permitted on school property or within school buildings.

### **1.07 OCCUPANCY REQUIREMENTS**

- A. Full Owner Occupancy: The Owner will occupy the site and existing building during the entire construction period. Cooperate with the Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with the Owner's operations.
- B. Partial Owner Occupancy: The Owner reserves the right to occupy and to place and install equipment in completed areas of the building prior to Substantial Completion, provided such occupancy does not interfere with completion of the Work. Such placing of equipment and partial occupancy shall not constitute acceptance of the total Work.
  - 1. The Construction Manager will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied prior to Owner occupancy.
  - 2. Party which obtained general building permit shall obtain a Certificate of Occupancy from local building officials prior to Owner occupancy.
  - 3. Prior to partial Owner occupancy, mechanical and electrical systems shall be fully operational. Required inspections and tests shall have been successfully completed. Upon occupancy, the Owner will operate and maintain mechanical and electrical systems serving occupied portions of the building.
  - 4. Upon occupancy, the Owner will assume responsibility for maintenance and custodial service for occupied portions of the building.

### **1.08 WORK BY OWNER**

- A. The Owner intends to complete the following items of Work outside the provisions of these Contract Documents. Contractors shall not restrict or interfere with the Owner's right to the Project to accomplish this Work.
  - 1. Equipment and furniture except as scheduled and specified under Divisions 11 and 12 and shown on the Drawings.
  - 2. Items which may be deleted from Contracts for Work as required by the Contract Documents.
  - 3. Existing school maintenance work.

4. The purchase and supplying of certain materials as noted in the Project Manual.
5. The Owner, under separate contract, shall provide removal of identified asbestos containing materials from the existing structure. The asbestos report is available through the Construction Manager upon request.
6. (List other items as may be applicable).

#### **1.09 PERMITS, FEES, AND NOTICES**

- A. As the Construction Manager, The Skillman Corporation will secure the general building permit for the Owner. Each Contractor shall secure and pay for other permits, governmental fees, and licenses necessary for the proper execution and completion of the Contractors Work. Fees to relocate utilities on Owner's property shall be included in the bid of the Contractor doing the relocation.
  1. The Owner shall pay for the cost of the Building Permit.
  2. State filing fees for plan approval are the responsibility of the Owner and will be paid by the Owner.
- B. Utility Tie-Ins: Shall be arranged with local utility company and other involved parties for minimum interruption of service.
- C. Shutdowns of existing systems shall be limited to minimum time required and scheduled with other involved parties. Provide 2 days written notice of shutdown to Construction Manager and Owner.
- D. Inspections of installed work shall be performed by the governing authority as arranged for by the Contractor. Work shall not be covered until approved.
- E. Each Contractor shall give notices and comply with laws, ordinances, rules, regulations, and orders of public authorities bearing on the performance of his Work. If a Contractor observes that the Contract Documents are at variance therewith, he shall promptly notify the Construction Manager in writing, and necessary changes shall be adjusted by appropriate notification. If a Contractor performs Work knowing it to be contrary to such laws, ordinances, rules, and regulations, and without such notice to the Construction Manager, he shall assume full responsibility therefore and shall bear the costs attributable thereto.

#### **1.10 LABOR AND MATERIALS**

- A. Unless otherwise specifically noted, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for the proper execution and completion of his Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

- B. Each Contractor shall enforce strict discipline and good order among his employees or other persons carrying out Work of his Contract and shall not permit employment of unfit person or persons or anyone not skilled in the task assigned to them.
- C. Prime Contractors must furnish a letter to the Construction Manager, stating that Contractor shall not assign any of its employees, agents or other individuals to perform any services in the District's facilities or program sites if that individual:
  - 1. Is listed on the Michigan Sex Offender Registry, [www.mipsor.state.mi.us](http://www.mipsor.state.mi.us).
  - 2. Is listed on the Federal Sex Offender Registry [www.nsopw.gov](http://www.nsopw.gov).
  - 3. Has not passed a 5-50 drug screen, testing negative for the following drugs:
    - a. Amphetamines
    - b. Methamphetamines
    - c. Cocaine
    - d. Codeine
    - e. Methadone
    - f. Morphine
    - g. Phencyclidine (PCP)
    - h. Marijuana
- D. ID Stickers will be issued by The Skillman Corporation upon receipt of verification from the Contractor that the employee/subcontractor employee or independent contractor has a satisfactory record to work on the Project. Stickers will be numbered and numbers assigned to each worker to be worn on their hardhat. It is the Contractor's responsibility to maintain a record of contractor's name assigned each number and provide to The Construction Manager upon request.
- E. Consistent with Michigan law, possession or consumption of drugs on school property will promptly be reported to the local police. Consumption of alcoholic beverages or tobacco or other noxious behavior on school owned property is strictly prohibited. Violators shall be promptly removed from the site. Smoking is not permitted on school property or within school buildings.

### **1.11 CUTTING AND PATCHING**

- A. Refer to Section 01 73 10 – Cutting and Patching, for provisions on this subject.

### **1.12 VERIFICATIONS OF EXISTING DIMENSIONS**

- A. When verification of existing dimensions is required, the Contractor requiring said verification for the construction or fabrication of his material shall be the Contractor responsible for the procurement of the field information.

### **1.13 PROJECT SECURITY**

- A. Each Prime Contractor shall take all reasonable precautions to prevent injury, damage or loss to people and property in, on and adjacent to the project. This shall

include not only their own work or property but that of other contractors and the Owner.

- B. If deemed necessary by The Construction Manager a project wide security program may be developed for the purpose of preventing damage or loss at the project site or property adjacent thereto. Once accepted by the Owner, contractors shall comply.

#### **1.14 SCHEDULE OF CONTRACT RESPONSIBILITIES - SCOPE**

- A. Contractors shall submit their proposals based on the work included under each contract area as listed herein. Include Work necessary for a complete project, as shown on the Drawings and called for in the Specifications.
- B. Questions concerning the phasing or "Schedule of Contract Responsibilities" should be directed to the Construction Manager, who will be the interpreter and be responsible for this Schedule of Contract Responsibilities and Contract Breakdown, prior to submitting proposals and during construction.
- C. The requirements of Division 1 are a part of the Work of each and every contract area. The Contractor for any one contract area shall be familiar with the Work and requirements of all other contract areas.
- D. Certain Specification Sections describe Work to be performed under several contract areas. (Example: 06 10 00 - Rough Carpentry.) Provide Work of this nature as required for each contract area whether or not enumerated in the Schedule of Contract Responsibilities.
- E. The following contract areas are broken down by Specifications Section conforming basically to the CSI format.
- F. The Drawings and Specifications as furnished for each of the Contracts is for the convenience of the Contractor in preparing a proposal for this Project. However, each Contractor is responsible to review the complete set of Drawings and Specifications to assure that Work required to be installed to complete his phase of the Work is included in his proposal. This "Schedule of Contract Responsibilities" is a definition of the work as it is to be bid in separate contracts. Where a specific item of Work is not defined, but is normally inherent to a trade, or is included in the scope of the applicable technical revision, it will be the responsibility of that Contractor to include the Work in his proposal.
- G. This "Schedule of Contract Responsibilities" is to aid each Contractor in defining the Scope of Work to be included in his proposal. However, omissions from this "Schedule of Responsibilities" do not relieve the Contractor from including in his proposal that Work which will be required to complete his Contract. Each Contractor should read the "Schedule of Contract Responsibilities" completely to familiarize himself with the Work of other Contractors that may have Work in

adjacent areas and to coordinate the interfacing problems that may occur as the work is assembled and constructed.

- H. Where specific Work is to be completed under a particular phase of the Project and the Work is wholly or partially completed by other trades because of the type of work involved or jurisdictional trade agreements, the Contractor will be responsible to subcontract the Work as necessary to complete the Work included in his Contract. No delay in the Work will be allowed due to the failure of the Contractor to subcontract related work required by jurisdictional trade agreements.

### **1.15 COORDINATION OF WORK**

- A. Each Contractor is responsible to coordinate his Work with the Work of other trades and other Contractors and requirements of the school system. The Contractor must make space allowances for Work of other Contractors, provide necessary openings where indicated or implied by the Drawings and Specifications. Each Contractor is responsible to protect his own Work.

### **1.16 TIME OF COMMENCEMENT AND COMPLETION**

- A. The Contractor shall commence work within ten (10) days after being notified in writing to proceed and shall complete the Work within the time limitations established in the Form of Agreement.
  - 1. It is anticipated that construction will start within **171** calendar days after receipt of bids.
  - 2. Construction shall be complete within **154** consecutive calendar days, or earlier, after Notice to Proceed.

### PART 2 PRODUCTS (Not Used)

### **PART 3 EXECUTION**

#### **3.01 SCHEDULE OF CONTRACT RESPONSIBILITIES**

#### **3.02 GENERAL REQUIREMENTS**

- A. PROVIDED BY OWNER THROUGH THE CONSTRUCTION MANAGER
  - Section 01 32 00 Schedules and Reports
  - Section 01 45 00S Masonry Inspection Report
  - Section 01 45 10 Testing Laboratory Services
  - Section 01 51 60 Temporary Sanitary Facilities
  - Section 01 52 60 Rubbish Container
  - Section 01 59 10 Project Office
  - Section 01 71 50 Final Cleaning

B. PROVIDED BY ALL CONTRACTORS AS APPLICABLE

Section	01 12 00	Multiple Contract Summary
Section	01 2 300	Alternates
Section	01 25 00	Substitution Procedures
Section	01 25 00a	Contract Modification Procedures
Section	01 28 00	Schedule Of Values
Section	01 29 00	Applications For Payment
Section	01 31 00	Project Meetings
Section	01 32 00	Schedules And Reports
Section	01 33 00	Submittal Procedures
Section	01 40 00a	Quality Requirements
Section	01 42 00	References
Section	01 45 10	Testing Laboratory Services (Paragraph 1.05)
Section	01 50 50	Temporary Facilities And Controls
Section	01 54 60	Environment Protection
Section	01 56 90	Housekeeping & Safety
Section	01 60 00	Product Requirements
Section	01 60 00a	Product Requirements
Section	01 72 50	Work Layout
Section	01 73 10	Cutting And Patching
<del>Section</del>	<del>01 73 29</del>	<del>Cutting And Patching</del>
Section	01 77 00	Contract Closeout

**Autodesk Build** has replaced **PlanGrid**. **Autodesk Build** does not require users to purchase a license. **Contractors** will be invited to the project and required to use this tool. **Autodesk Build** will be used as the **Current Set** and **As-Built Record Drawings**. Additionally, it will be used to track **Issues** for **Safety, QA/QC, Non-Compliance Issues, Work Completion List** and **Punch List**.

C. PROVIDED BY DESIGNATED CONTRACTORS

Section	01 21 00	Allowances
Section	01 51 10	Temporary Electricity, Lighting & Warning Systems
Section	01 51 80	Temporary Fire Protection
Section	01 52 10	Construction Aids and Temporary Enclosures
Section	01 53 20	Tree and Plant Protection
Section	01 57 60	Project Signs

### 3.03 BID CATEGORIES

#### A. BID CATEGORY NO. 01 – GENERAL TRADES

General Requirements in Paragraph 3.02.B above.

Section	01 21 00	Allowances
Section	01 51 80	Temporary Fire Protection
Section	01 52 10	Construction Aids and Temporary Enclosures
Section	01 52 60	Rubbish Container
Section	01 53 20	Tree and Plant Protection
Section	01 57 60	Project Signs
Section	02 41 19	Selective Structure Demolition
Section	03 30 00	Cast-In-Place Concrete
Section	03 60 00	Post Installed Anchors
Section	04 20 00	Unit Masonry
Section	05 40 00	Cold-Formed Metal Framing
Section	05 50 00	Metal Fabrications
Section	06 10 00	Rough Carpentry
Section	06 16 00	Sheathing
Section	06 46 00	Wood Trim
Section	07 21 19	Foamed-In-Place Insulation
Section	07 24 13	Polymer-Based Exterior Insulation And Finish System (EIFS)
<i>Section</i>	<i>07 26 00</i>	<i>Vapor Retarders</i>
Section	07 27 15	Nonbituminous Self-Adhering Sheet Air Barriers
Section	07 62 00	Sheet Metal Flashing And Trim
Section	07 84 13	Penetration Firestopping
Section	07 84 46	Fire-Resistive Joint Systems
Section	07 92 00	Joint Sealants
Section	08 11 13	Hollow Metal Doors And Frames
Section	08 14 16	Flush Wood Doors
<del>Section</del>	<del>08 41 13</del>	<del>Aluminum Framed Entrances And Storefronts</del>
Section	08 71 00	Door Hardware
Section	08 80 00	Glazing
Section	08 88 13	Fire-Resistant Glazing
<del>Section</del>	<del>08 91 19</del>	<del>Fixed Louvers</del>
Section	09 21 16.23	Gypsum Board Shaft Wall Assemblies
Section	09 22 16	Non-Structural Metal Framing
Section	09 26 13	Gypsum Veneer Plastering
Section	09 29 00	Gypsum Board
Section	09 51 13	Acoustical Panel Ceilings
Section	09 65 13	Resilient Base And Accessories
Section	09 66 13	Portland Cement Terrazzo Flooring
Section	09 68 13	Tile Carpeting
Section	09 91 13	Exterior Painting
Section	09 91 23	Interior Painting
Section	10 44 13	Fire Protection Cabinets
Section	10 44 16	Fire Extinguishers

Section	12 24 13	Roller Window Shades
Section	23 05 00	Common Work Results For HVAC
Section	23 05 13	Common Motor Requirements For HVAC Equipment
Section	23 05 23	General-Duty Valves For HVAC Piping (2&smaller)
Section	23 05 29	Hangers And Supports For HVAC Piping And Equipment
Section	23 05 53	Identification For HVAC Piping And Equipment
Section	23 07 00	HVAC Insulation
Section	23 09 00	Instrumentation And Control For HVAC
Section	23 21 13	Hydronic Piping
Section	23 81 13	Packaged Terminal Air-Conditioners
Section	23 82 39	Unit Heaters

**B. BID CATEGORY NO. 02 - ALUMINUM ENTRANCES, STOREFRONTS & GLAZING**

General Requirements in Paragraph 3.02.B above.

Section	01 21 00	Allowances
<del>Section</del>	<del>07 84 13</del>	<del>Penetration Firestopping</del>
<del>Section</del>	<del>07 84 46</del>	<del>Fire-Resistive Joint Systems</del>
Section	07 92 00	Joint Sealants
Section	08 41 13	Aluminum-Framed Entrances And Storefronts
Section	08 51 13	Aluminum Windows
Section	08 71 00	Door Hardware
Section	08 80 00	Glazing
Section	08 88 13	Fire-Resistant Glazing
Section	08 91 19	Fixed Louvers

**C. BID CATEGORY NO. 03 - ELECTRICAL**

General Requirements in Paragraph 3.02.B above.

Section	01 21 00	Allowances
Section	01 51 10	Temporary Electricity, Lighting & Warning Systems
Section	07 84 13	Penetration Firestopping
Section	07 84 46	Fire-Resistive Joint Systems
Section	07 92 00	Joint Sealants
Section	26 05 00	Common Work Results For Electrical
Section	26 05 19	Low-Voltage Electrical Power Conductors And Cables
Section	26 05 26	Grounding And Bonding For Electrical Systems
Section	26 05 29	Hangers And Supports For Electrical Systems
Section	26 05 33	Raceways And Boxes For Electrical Systems
Section	26 05 44	Sleeves And Sleeve Seals For Electrical Raceways And Cabling
Section	26 05 53	Identification For Electrical Systems

Section	26 09 23	Lighting Control Devices
Section	26 24 16	Panelboards
Section	26 27 26	Wiring Devices
Section	26 29 13	Enclosed Enclosures
Section	26 43 13	Surge Protection For Low-Voltage Electrical Power Circuits
Section	26 51 00	Interior Lighting
Section	27 05 00	Common Work Results For Communications
Section	27 05 26	Grounding And Bonding For Communications Systems
Section	27 05 28	Pathways For Communications Systems
Section	28 31 00	Fire Detection And Alarm

END OF SECTION 01 12 00