



Shelby County EMA-IT Building Project

ADDENDUM NO. 3

Date: November 18, 2025

RE: Shelby County EMA-IT Building Project Bid

BID DATE AND TIME:

CHANGED to Tuesday, December 9, 2025 at 2:00 p.m. CST

Location for the bid opening remains the Shelby County Manager's Office, located at 200 West College Street, Room 123, Columbiana, Alabama, 35051

General:

The Mandatory Pre-Bid Conference Meeting Notes and Sign-In Sheet is included in this addendum.

Reminder to bidders, there is a contingency allowance required for this project in Section 01 2100 in the amount of \$300,000.00. Contractors shall include this allowance within their base bid amount. At project closeout, any unused amount in the contingency allowance shall be returned to the owner by change order.

Project Manual, Plans and Specifications:

None

Substitution Request:

- 12-2413 Roller Window Shades – 2.1 Manufacturers – Draper Manual NEXD Shades – APPROVED
- 07-5419 PVC Roofing – Everguard PVC KEE 80 mil by GAF – APPROVED

Questions and Clarifications:

Q1 - Please advise extent of tile walls – where listed on finish schedule, is this for all walls or just “wet walls?”

A1 – Ceramic tile on all restroom and shower walls, floor to ceiling.

Q2 - What is the requirement for stone/granular fill under the slabs on grade? Cannot find in structural notes and details. Notes appear to indicate compacted earth fill under concrete slabs on grade. Please confirm.

A2 – See sheet S1.01 – Foundation Note 7.6 addresses backfill of foundations and retaining walls. Building and mechanical enclosure slabs shall receive a Minimum of 4" of #67 or #57 stone with a 10 mil polyethylene vapor barrier on compacted earth fill. This will be added to the detail in the architectural sheets on the construction plans.

Q3 – Please confirm no WWM/WWF required at concrete sidewalks per civil details on C251.

A3 – 8 gauge WWM is shown on the concrete pavement detail but is not currently shown on the concrete sidewalk detail on Sheet C251. Please add 8 gauge WWM on all concrete sidewalks.

Q4 - Please advise specification for downspout boot adapters – are cast iron adapter boots required, or PVC? Please advise type, size, if clean-out required, ect.

A4 – The downspout boot adapters shall be Cast Iron EVERGRATE E-66 Downspout Boot (6" x 6" Top Bell) or approved equal.

Q5 – Is GC required to provide/install a Knox box?

A5 – No

Q6 – Are the window roller shades required for all windows – exterior and interior (there are (3) interior window locations).

A6 – All exterior and interior window shades at conference rooms and radio room are included herein, except at Vestibule 101 to Reception 102 service window.

Q7 - For Alternate #1, please clarify grading/compaction requirements for the parking lot area if the Alternate #1 is not accepted. Will it just require rough grading and seeding, or will base bid require the parking pad to be brought to subgrade with compaction testing?

A7 – If Alternate #1 is not accepted the area shall be filled with compacted material and graded to drain and seeded.

Q8 - Gypsum Subcontractor regarding the acoustical ceilings: On the Finish Schedule Sheet A15—there is a note: INTERIOR FINISHES: NO SUBSTITUTIONS. For the ACT, it calls out 2x2 USG 86785 Tile & Donn DXL Grid. With that being said, the specs have 2 different Manufacturers for Suspension System and 3 different manufacturers for the Acoustical Tiles. Usually the Owners/Architects wants you to pick a Grid and Tile from the same manufacturer, but Armstrong is not under the Suspension Systems. With that being said, which takes precedence, the Drawings or the Specs and since Armstrong is under the Tile, would it not be an acceptable manufacturer for the Grid?

A8 - Substitution requests may be submitted on all finishes listed, except for carpet tile and vinyl wall covering. Acoustic Tile Ceiling systems substitution requests may be submitted.

Q9 - The structural steel specifications call for steel shop drawings to be prepared under the supervision of, signed, and sealed by a Licensed Professional Engineer. Typically, the steel fabricator would provide connection calculations that would be developed by a professional engineer, but not sealed shop drawings. As that would make them liable for all member sizes, which is the responsibility of the Engineer of Record. Please advise if the sealed shop drawings will be required on this project.

A9 - Signed and sealed connection calculations is acceptable without stamping the actual shop drawings. Final letter needs to state that shop drawings have been reviewed for conformance with connection calculations.

End of Addendum

PRE-BID MEETING NOTES

Project Name: EMA-IT Building Project
Date: November 17, 2025 at 10am

GENERAL INFORMATION

- Owner - Shelby County Commission
 - Trey Gauntt
 - Shawn Mills
 - Bret Tucker
- Design Team:
 - Stephen Coker Architect LLC – Architect / Steve Coker
 - GSA – Civil Engineer (Site) / Ben Pement
 - Tucker Jones – Structural Engineer / Greg Tucker
 - MW / Davis Dumas – Mechanical Engineer / Sammy Davis
 - Jackson Renfro – Electrical Engineer / David Arendall
 - Terracon – Geotechnical Engineer / Bryan Ritenour
 - Terracon – Special Inspections / Stacey Renfro

BID DATE / TIME / LOCATION

Bid Date: CHANGED TO December 9, 2025

Time: 2:00pm

Location: Shelby County Manager's Office at 200 West College St. Room 123, Columbiana, AL 35051

Pre-Bid Meeting

Bidders attendance at this pre-bid meeting is mandatory, sign in sheet is attached.

Project Overview:

- Brief description of scope of work
 - Construction Cost Estimate - \$6M
 - Architectural – 15,616 SF Total / 4480 SF EMA Office Space / 4480 SF IT Office Space / 6656 SF ICC 500 Space
 - Alternates
 - #1 – 24 space parking lot on the south side of the building
 - #2 – Milling and patching existing parking lot asphalt (4" binder, county to repair subgrade if determined necessary)
 - #3 – Edge milling at face of existing gutters and apply a 1.5" thick overlay
 - Civil – Discuss clearing, grading and demolition has already been performed by the County. Subgrade to be placed to compaction standards by contractor.
 - HVAC and Plumbing
 - HVAC equipment is specified intentionally to ensure stock parts availability and staff training for inhouse service and repairs.
 - Discuss sewer tap location
 - Discuss water tap location (water meters provided by County)
 - Discuss gas service location

- Electrical
 - County to pay Alabama Power fees for service
- Appliances
 - Contractor provided / contractor installed items (range hood and ADA switch)
 - County to provide and install all other appliances
- Owner Provided Signage
 - County provided / contractor installed County Seal on exterior of building
- Discuss owner provided / owner installed (shelving, furniture, monitors, IT equipment, refrigerator, oven, ice machine)
- Owner to pay directly for cost associated with permanent power, water and sewer service
- Discuss laydown areas Site Visits – Clearing, Grading and Demolition of the existing building is complete. Site visits and test pits for further site investigation are welcomed.

Bid Process

- Questions should be submitted in writing and submitted via e-mail to:
 - rlecroy@shelbyal.com
- Deadline for questions: 48 hours before bid opening date/time.
- Product Substitutions:
 - To be submitted during the bid phase only.
 - Submissions must be submitted and reviewed through one of the bidding GC's to be deemed applicable and a benefit to the project. Substitutions will be approved or rejected via Addendum.
 - If there are any lead time issues associated with any of the specified equipment that would prohibit the contractor to not successfully complete the project in the required time period it should be brought to the County's attention during the bidding period so the design team can identify the best solution.

Required Bid Proposal Contents:

- Bid Proposal Form
 - 3 Copies, properly executed, completely filled out
 - Sales Tax is not to be included in bid price
- Cashiers Check (5% or not to exceed \$10,000) payable to the Shelby County Commission or Bid Bond
- Sealed Bid Envelope addressed to the Owner with GC name & License Number on outside
- Late bids will be returned unopened.
- Proof of Competency of Bidders is required to be included in the bid envelope. See Section 00-0201 page 4 paragraph 1.5, Item C of Section 00 2113 Instructions to Bidders,
- If all addenda are not acknowledged by number (1,2,3, etc.) on the bid form or if the bid form is not signed, the bid will be considered nonresponsive and will be returned to the bidder immediately without considering the bid amount.

Contract Requirements:

- All bidders must conform to Alabama Immigration Law / E-verify must be submitted
- City Business License from the City of Columbiana for the GC and any subs on the project, GC License, Performance Bonds and General Liability Insurance
- All building permits must be obtained from Shelby County Development Services Department. Point of contact is Patrick Anderson, Chief Building Official – 205-620-6652. Contractor is responsible for obtaining and paying for the building permit.
- ADEM NPDES permit required if disturbance area exceeds 1 acre. Contractor is responsible for all cost associated with this permit.

- Lowest Responsive GC must make an application to the Department of Revenue to purchase materials tax free using the tax exempt certificate method. Refer to specifications for further details.
- Builder's Risk Insurance Requirements: 00-0040 General Conditions - Section 5

Schedule:

- Letter of Award: Two weeks after bid date
- Contract Delivered to the Contractor: The day after County Commission resolution passage
- Executed Contract Expected back from the Contractor with bonds and other contract documents: within two weeks of receipt of contract from County
- Issue Notice To Proceed as soon as contract is in place. The contractor shall begin work within the timeframe allowed in the project specifications and time charges shall begin per the date listed on the notice to proceed. Any materials with lead times that may affect satisfying the allowed time of performance shall be identified during the bidding process and the design team will respond as needed.
- Mobilization: As soon as possible after the NTP
- Substantial Completion: 365 calendar days from NTP
- Liquidated damages apply: \$1300 per day for work not substantially complete within the allowed contract time.

END OF MEETING