



312 Plum Street, Suite 700
Cincinnati, OH 45202
(513) 381-2112

June 2, 2025

ADDENDUM 1

TO THE DRAWINGS, SPECIFICATIONS AND CONTRACT DOCUMENTS FOR:

Falmouth Head Start Center

**67 KLEE WAY,
FALMOUTH, KY 41040**

Comm. No. 2023108.01

TO ALL BIDDERS:

This Addendum supplements, amends and takes precedence over the original Drawings and Specifications, and shall be taken into account when preparing proposals, and shall become part of the Contract Documents. Receipt of this Addendum must be entered on the bidder's Bid Form. Bidder is cautioned to read the entire addendum and to check that all pages of the Addendum have been included in the Bidder's copy of the Addendum.

SPECIFICATION ITEMS

ITEM 1 – Document 00 10 00 – Invitation to Bid:

Revised dates highlighted in yellow.

ITEM 2 – Document 00 10 01 – Solicitation:

Revised dates highlighted in yellow.

ITEM 3 – Document 00 41 13 – Bid Form:

Revised Bids Due date to June 17, 2025.

DRAWINGS

ITEM 1 – A101:

Revised Keynote 16 text to "ALUMINUM BLINDS ON ALL EXTERIOR WINDOWS AND EXTERIOR GLASS PANEL DOORS IN THIS ROOM."

ITEM 2 – M101:

Revised duct location.

End of Addendum 1 items – See attachments.

SECTION 00 10 00
INVITATION TO BID

On, ~~June 10, 2025~~ **June 17, 2025** at 2:00PM, Northern Kentucky Community Action Commission will receive bids on the project heretofore described as:

Project Name and Location: **Falmouth HeadStart Facility**
Klee Way
Falmouth, KY 41040

Owner: **Northern Kentucky Community Action Commission**
717 Madison Ave
Covington, KY 41011

Owner’s Representative: **Browne E & C Services, Inc.**
One North Commerce Park Drive, Level G
Cincinnati, Ohio 45215

Architect: **SHP**
223 Fairfield Avenue, Suite 100
Bellevue, KY 41073

Civil: **Abbie Jones Consulting**
1022 Fontaine Rd
Lexington, KY 40502

Contact: Questions concerning this Invitation for Bid may be directed to Tyler Powers via email (tyler@brownee.com) until 2:00 pm (local time) on ~~June 3, 2025~~ **June 10, 2025**. Questions received after this date will be responded to at Browne E & C Services’ discretion.

Bids shall be emailed to the attention: **Tyler Powers: tyler@brownee.com**
Subject: NKCAC Falmouth Headstart Facility BP2 BID

Description

Bid Package 2 consists of building construction, final grading, hardscaping, landscaping, fencing, site enclosures and site electric, maintenance of SWPP, and sanitary, storm, water, electric, and data service. The Standard Form of Agreement Between Owner and Contractor Stipulated Sum (AIA Document A101-2017) will be used. All work on the project is expected to start no later than July 21, 2025, and be complete no later than February 28, 2026.

The project has a federal interest and is subject to Davis Bacon Act. Payment and Performance Bonds will be required. The successful bidder will be required to furnish a bond on a solvent bank, payable to the Northern Kentucky Community Action Commission (NKCAC), in the amount of not less than one hundred percent (100%) of the total amount of the contract as a guarantee for the faithful performance thereof. NKCAC has a Minority Owned Business Enterprise inclusion goal of 20% and Women Owned Business Enterprise inclusion goal of 5% for all bid items and contracts for construction. All bidders must comply with the requirements of the federal Equal Employment Opportunity. Failure of a bidder to comply with these requirements shall be cause for rejection of the bid.

On Tuesday, May 20, 2025 at 2:00 pm, bidders may purchase the bid documents, including project manual and drawings from Eastern Engineering Supply (Phipps Reprographics), 434 Scott Blvd, Covington, KY 41011 for a non-refundable fee by calling (859) 261-1851.

Special Conditions

Prior to submitting a bid, Prospective bidders should visit the premises, familiarize themselves with existing conditions. **A pre-bid meeting will be held on Thursday, May 29, 2025, at 2:00 p.m.** All bidders should meet in the Administration Building located at 437 W. 9th, Newport, KY. The site is available for visiting, it is adjacent to Dollar General Market and the new Total Care Pharmacy.

Kentucky Sales Tax

Prices should include Kentucky taxes on this project.

SECTION 00 10 01
SOLICITATION

For the following project:

Falmouth Head Start Facility

Klee Way
Falmouth, KY 41040

Owner:

Northern Kentucky Community Action Commission

717 Madison Ave
Covington, KY 41011

Owner's Representative:

Browne E & C Services, Inc.

One North Commerce Park Drive, Level G
Cincinnati, Ohio 45215

Architect:

SHP

223 Fairfield Avenue, Suite 100
Bellevue, KY 41073

Civil:

Abbie Jones Consulting

1022 Fontaine Rd
Lexington, KY 40502

Description

The project consists building construction, hardscape, landscape, fencing, site enclosures and site electric, maintenance of SWPP, and sanitary, storm, water, electric, and data service. The Standard Form of Agreement Between Owner and Contractor Stipulated Sum (AIA Document A101-2017) will be used. All work on the project is expected to start no later than Monday July 21, 2025, and be complete no later than February 28, 2026.

BIDS ARE DUE ~~June 10, 2025~~ June 17, 2025, at 2:00 pm. A pre-bid meeting will be held on Thursday, May 29, 2025, at 2:00 p.m. All bidders should meet in the administration building located at 437 W. 9th, Newport, KY. After the Prebid Meeting, the site will be available for a walkthrough.

Bid Schedule:

- Drawings Available: Tuesday 5/20 at 2 pm
- Prebid Meeting and Walkthrough Thursday 5/29 at 2 pm
- Bids due Tuesday ~~6/10~~ 6/17 at 2 pm
- Post Bid Review Wednesday ~~6/12~~ 6/25
- NTP date Monday ~~6/21~~ 6/30

The project has a federal interest and is subject to Davis Bacon Act. Payment and Performance Bonds will be required. All bidders must comply with the requirements of federal Equal Employment Opportunity. NKCAC has an inclusion goal of twenty percent for Minority Owned Business Enterprises and five percent for Women Owned Business Enterprises.

On Tuesday, May 20, 2025 at 2:00 pm, bidders may purchase the bid documents, including project manual and drawings from Eastern Engineering Supply (Phipps Reprographics), 434 Scott Blvd, Covington, KY 41011 for a non-refundable fee by calling (859) 261-1851.

SECTION 00 41 13

OFFICIAL BID FORM

This lump sum bid is to furnish and install all materials, labor, equipment necessary as described in the Contract Documents for: **Falmouth Head Start Facility BP2**

Bids Due: ~~Tuesday June 10, 2025~~ **June 17, 2025, at 2:00PM**

Legal Name of Bidder: _____

I. ADDENDUM / CORRECTIONS

The bidder acknowledges receipt of the following Addendums/Corrections. The bidder is to list all Addendum / Corrections in the space below. Failure to list all Addendum / Corrections may cause your bid to be declare nonresponsive and rejected.

Addendum / Correction Number / Description: Date received:

II. Lump Sum Bid Amount Site and Building General Constructor:

_____ (\$ _____)

III. Bonding: 100% Payment and Performance Bond Included Above

_____ (\$ _____)

WORDS

IV. Material Cost Breakdown:

Material Cost Breakout Without Tax: _____,

Sales tax Breakout for Cost Above : _____,

V. Alternate Pricing:

NA

VI. Minority Business Utilization Form

MBE Subcontractor	WBE Subcontractor	Scope of Work	Contract Amount
Total Amount:			
MBE Supplier	WBE Supplier	Material Description	Contract Amount
Total Amount:			

VII. BID CONDITIONS:

1.1 REQUIRED INFORMATION FOR BID SUBMITTAL:

- Bid Form:
- Bid Bond: AIA Document A310.
- Firm Qualification Statement
- MBE WBE Certifications
- Letter from surety indicating willingness to provide 100% Payment and Performance Bond.

SECTION 1. HAVING VIEWED THE DRAWINGS AND READ THE SPECIFICATIONS FOR THE

PROJECT ENTITLED: Falmouth Head Start Facility, for the Northern Kentucky Community Action Commission (“NKCAC”) and having also received, read and taken into account the following Addenda identified in the Addenda Acknowledgement herein, and likewise having inspected the site and the conditions affecting and governing the Project and confirmed the location of the site utilities and all existing structures, the undersigned hereby proposes to furnish all materials and to perform all labor, as specified and described in the said Specifications and/or as shown on the said Drawings for all work necessary to complete the Project on a timely basis and in accordance with the Contract Documents regardless of whether expressly provided for in such Specifications and Drawings.

Before completing the Bid Submittal Documents, the undersigned represents that it has carefully reviewed all the Contract Documents, including, but not limited to Instructions to Bidders, Official Bid Form, Form of Contract Bond, Owner-Contractor Agreement, General Conditions of the Contract, Supplemental Conditions and Project Specifications. Failure to comply with provisions of the Contract Documents may be cause for disqualification of the bid.

1.2 BONDS AND CONTRACT: If the undersigned is notified of bid acceptance, it agrees to furnish required bonds as indicated in the Instructions to Bidders.

- 1.3 COMPLETION OF WORK:** In submitting a bid, the undersigned agrees to execute the Owner-Contractor Agreement in the form included in the Contract Documents and to substantially complete its work as required by the Contract Documents.
- 1.6 BIDDER CERTIFICATIONS.** The Bidder hereby acknowledges that the following representations in this bid are material and not mere recitals:
1. The Bidder has read and understands the Contract Documents and agrees to comply with all requirements of the Contract Documents, regardless of whether the Bidder has actual knowledge of the requirements and regardless of any statement or omission made by the Bidder which might indicate a contrary intention.
 2. The Bidder understands it must comply with the provisions of Equal Employment Opportunity Program .
 3. Bidders understands it is required to document their prevailing wage compliance in such manner as is reasonably required by Owner in order to comply with the Davis-Bacon Act. Bidder also understands that it will be required to submit to Owner weekly payroll reports and a monthly affidavit certifying payment of prevailing wages to employees.
 4. The Bidder shall make affirmative consideration of Minority Business and Women-Owned Businesses. The bidder must complete Item VI portion of the bid form. **FAILURE TO COMPLETE THE BID FORM WILL DEEM THE CONTRACTOR'S BID AS NON RESPONSIVE.**
 5. The Bidder will to make commercially reasonable good faith efforts to solicit the participation of all qualified segments of the business community in subcontracting work, including the utilization of minority and women business enterprises. The Minority Business goal for the project is 20%.
 6. The Bidder represents that the bid contains the name of every person interested therein and is based upon the Standards specified by the Contract Documents.
 7. The Bidder has visited the Project site, become familiar with local conditions, and has correlated personal observations about the requirements of the Contract Documents. The Bidder has no outstanding questions regarding the interpretation or clarification of the Contract Documents.
 8. The Bidder and each person signing on behalf of the Bidder certifies, and in the case of a bid by joint venture, each member thereof certifies as to such member's entity, under penalty of perjury, that to the best of the undersigned's knowledge and belief: (a) the Base Bid, any Unit Prices and any Alternate bid in the bid have been arrived at independently without collusion, consultation, communication or agreement, or for the purpose of restricting competition as to any matter relating to such Base Bid, Unit Prices or Alternate bid with any other Bidder; (b) unless otherwise required by law, the Base Bid, any Unit Prices and any Alternate bid in the bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to the bid opening, directly or indirectly, to any other Bidder who would have any interest in the Base Bid, Unit Prices or Alternate bid; (c) no attempt has been made or will be made by the Bidder to induce any other Person to submit or not to submit a bid for the purpose of restricting competition; and (d) the statements made in the Bidder's Affidavit are true and correct, to the best of the Bidder's knowledge and information.
 9. The Bidder certifies that upon the award of a Contract, the Contractor will make a good faith effort to ensure that all of the Contractor's employees, while working on the Project site, will not

- purchase, transfer, use or possess illegal drugs or alcohol or abuse prescription drugs in any way.
10. The Bidder agrees to furnish the submittals required by the Instructions to Bidders for execution of the Owner-Contractor Agreement in accordance with the Contract Documents.
 11. Bidder acknowledges that it is not disbarred from doing work for the federal government and if so being is in eligible for contract award.

NOTE A: The wording of the Official Bid Form shall be used throughout, without change, alteration, or addition. Any change may cause it to be rejected.

NOTE B: Bidder is cautioned to bid only on the Brands or Standards specified.

NOTE C: The Bidder should review the Contract Documents and the site and conditions under which the Work will be performed so that he can give the acknowledgments contained above.

NAME & TITLE OF PERSON LEGALLY AUTHORIZED TO BIND BIDDER TO A CONTRACT:

NAME: _____ TITLE: _____

SIGNATURE: _____ DATE SIGNED: _____

ADDRESS: _____

TELEPHONE: _____

FAX: _____

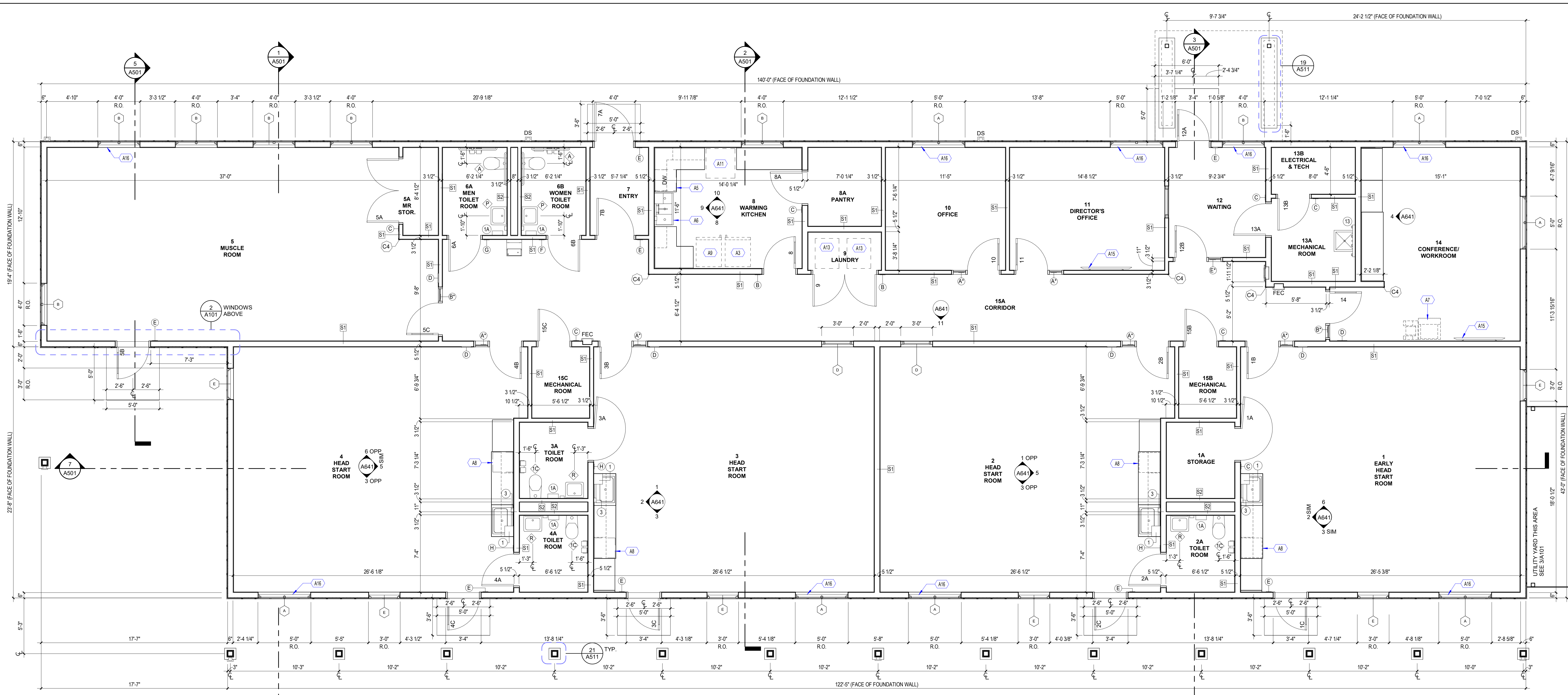
FEDERAL TAX I.D. #: _____

E-MAIL ADDRESS: _____

NOTE! : THIS FORM MUST BE COMPLETED IN ITS ENTIRETY AND SUBMITTED WITH THE BID. FAILURE TO ENTIRELY FILL-IN ALL REQUESTED INFORMATION MAY INVALIDATE THE BID.

ISSUANCES

12-15-23	SCHEMATIC DESIGN
05-03-24	DESIGN DEVELOPMENT
05-14-25	PERMIT AND BID SET
11-06-25	ADDENDUM 1



1 FIRST FLOOR FLOOR PLAN
 A101 1/4" = 1'-0"

- GENERAL NOTES - TOILET ROOMS**
- A. ALL TOILET FIXTURES AND ACCESSORY DIMENSIONS ARE TO FINISHED FACE OF WALL UNLESS NOTED OTHERWISE.
 - B. DIMENSIONS TO FIXTURES ARE TO THE CENTERLINE UNLESS NOTED OTHERWISE.

- GENERAL NOTES - FLOOR PLAN**
- A. SEE A011 FOR SYMBOLS LEGEND.
 - B. ALL DIMENSIONS ARE TO FACE OF STUD OR FACE OF FINISH UNLESS NOTED OTHERWISE.
 - C. ALL PARTITIONS TYPE S1 UNLESS NOTED OTHERWISE.

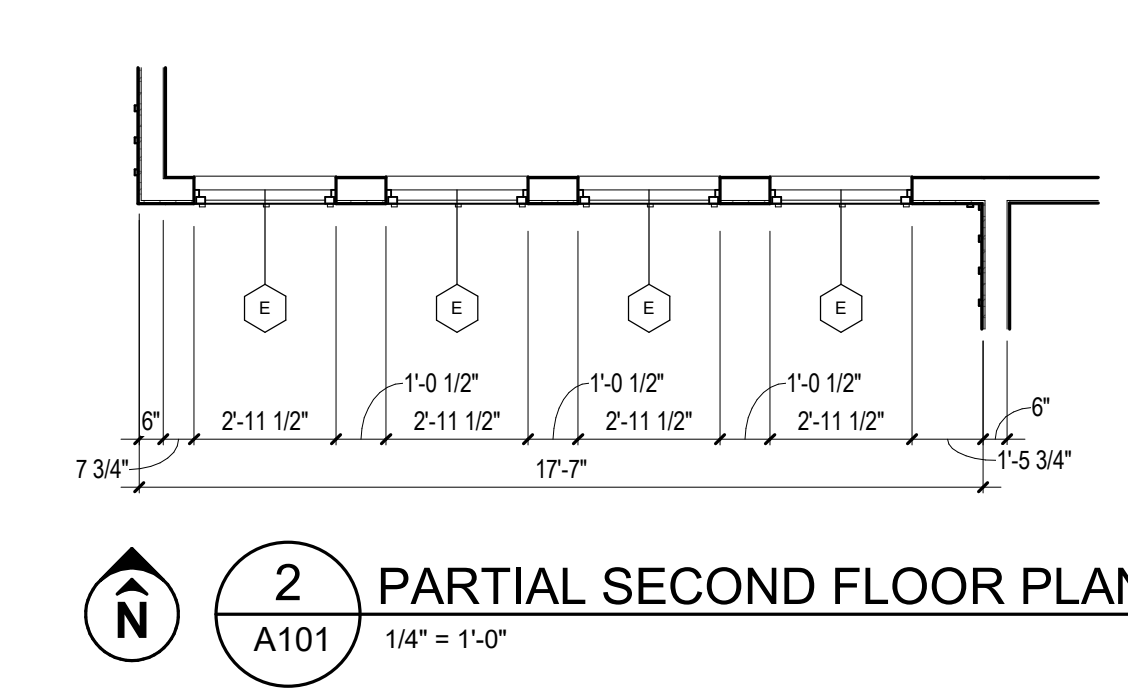
TOILET AND BATH ACCESSORY SCHEDULE

TBA	DESCRIPTION	SIZE/COMMENTS
1	PAPER TOWEL DISPENSER	LARGE COUNT
1A	PAPER TOWEL DISPENSER	SMALL COUNT
2A	TOILET TISSUE DISPENSER	ADA
3	SOAP DISPENSER	
4A	GRAB BAR	36in
4B	GRAB BAR	42in
4D	GRAB BAR	18in
6	SANITARY NAPKIN DISPOSAL	18in
7	MIRROR UNIT	18" x 36"
13	MOP AND BROOM HOLDER	

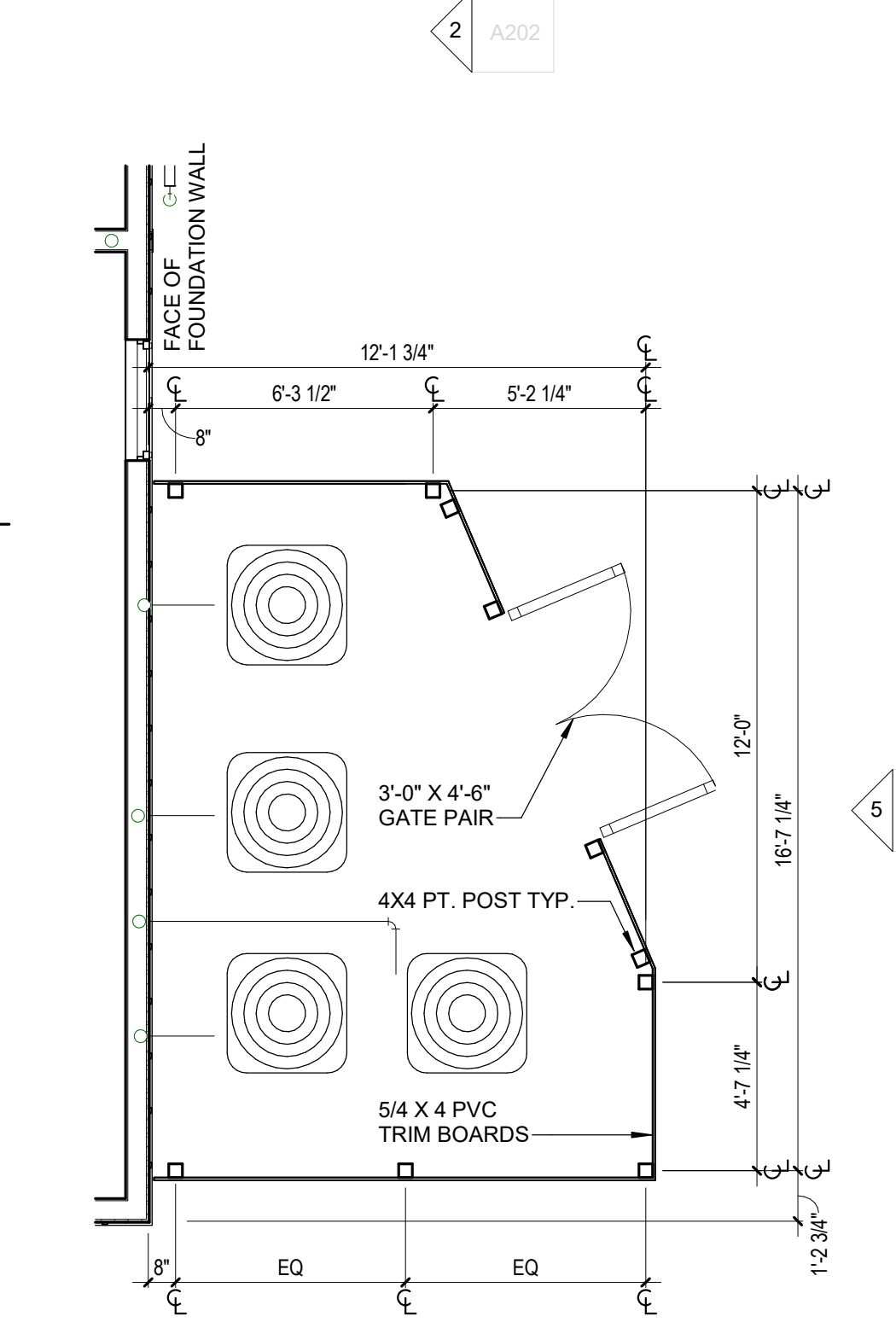
- KEY NOTES - FLOOR PLANS**
- A3 REACH-IN REFRIGERATOR, MIGALI MODEL NO. C-1R-HC
 - A5 RESIDENTIAL DISHWASHER, CONFIRM FINAL MODEL WITH OWNER.
 - A6 THREE COMPARTMENT SINK, REGENCY MODEL 800S3121888
 - A7 OWNER PROVIDED COOPER - NOT IN CONTRACT
 - A8 OWNER PROVIDED UNDER-COUNTER REFRIGERATOR - NOT IN CONTRACT
 - A9 REACH-IN FREEZER, MIGALI MODEL NO. C-1F-HC
 - A11 MOBILE HEATED CABINET, FIVE MODEL NO. UHS-12
 - A13 OWNER PROVIDED STACKED WASHER/DRYER - NOT IN CONTRACT.
 - A15 OWNER PROVIDED TV - NOT IN CONTRACT
 - A16 ALUMINUM BLINDS ON ALL EXTERIOR WINDOWS AND EXTERIOR GLASS PANEL DOORS THIS ROOM.

NOTE: SEE DRAWING SHEET A641 FOR LOCATION OF ADDITIONAL TOILET ACCESSORIES.

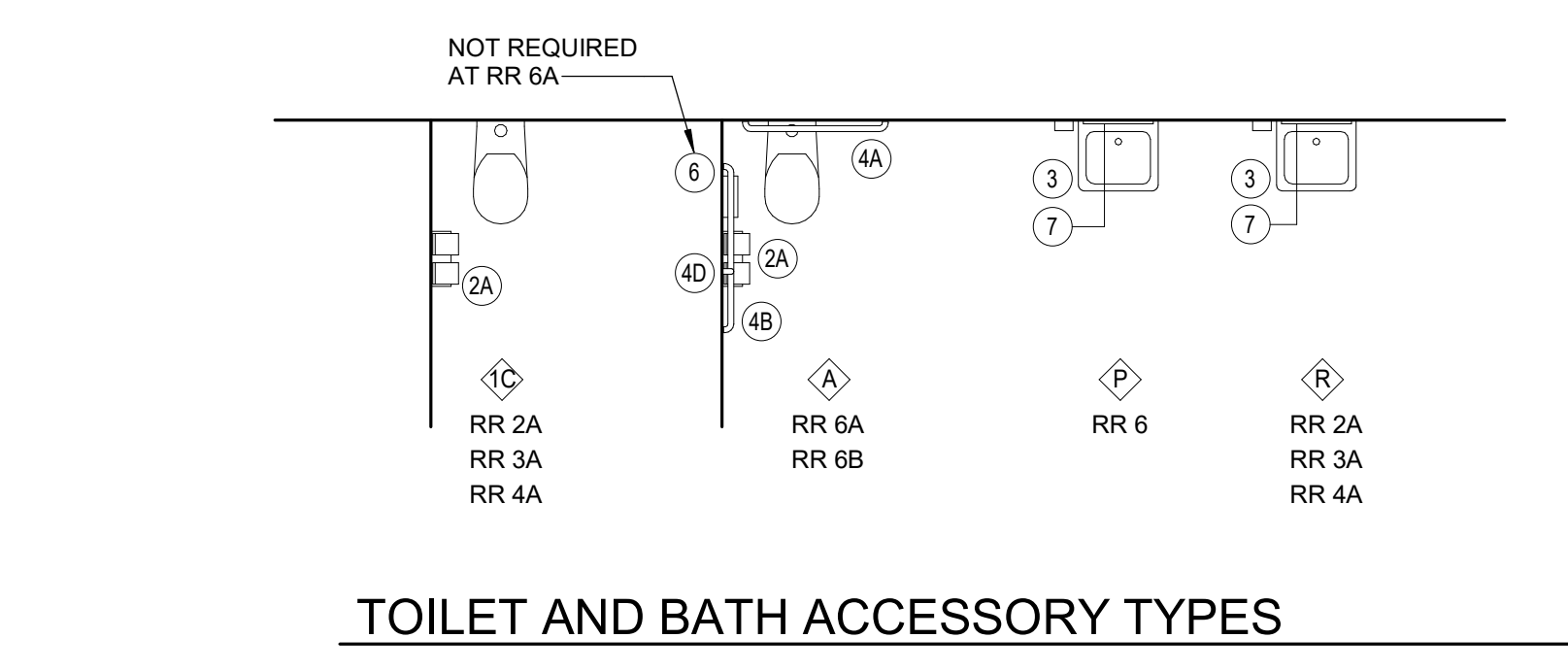
TBA-1, TBA-1A, TBA-2A, AND TBA-3 ARE OWNER PROVIDED, OWNER INSTALLED.



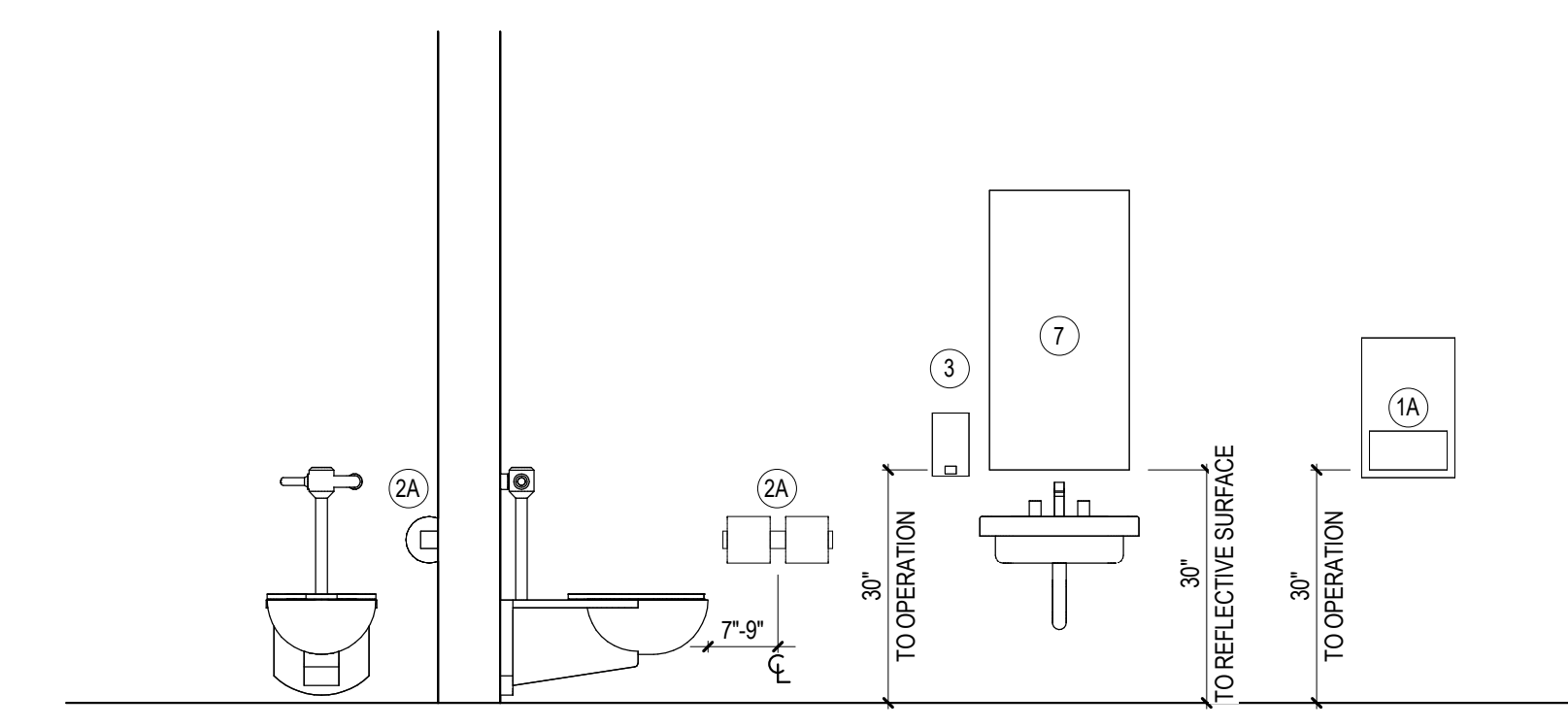
2 PARTIAL SECOND FLOOR PLAN
 A101 1/4" = 1'-0"



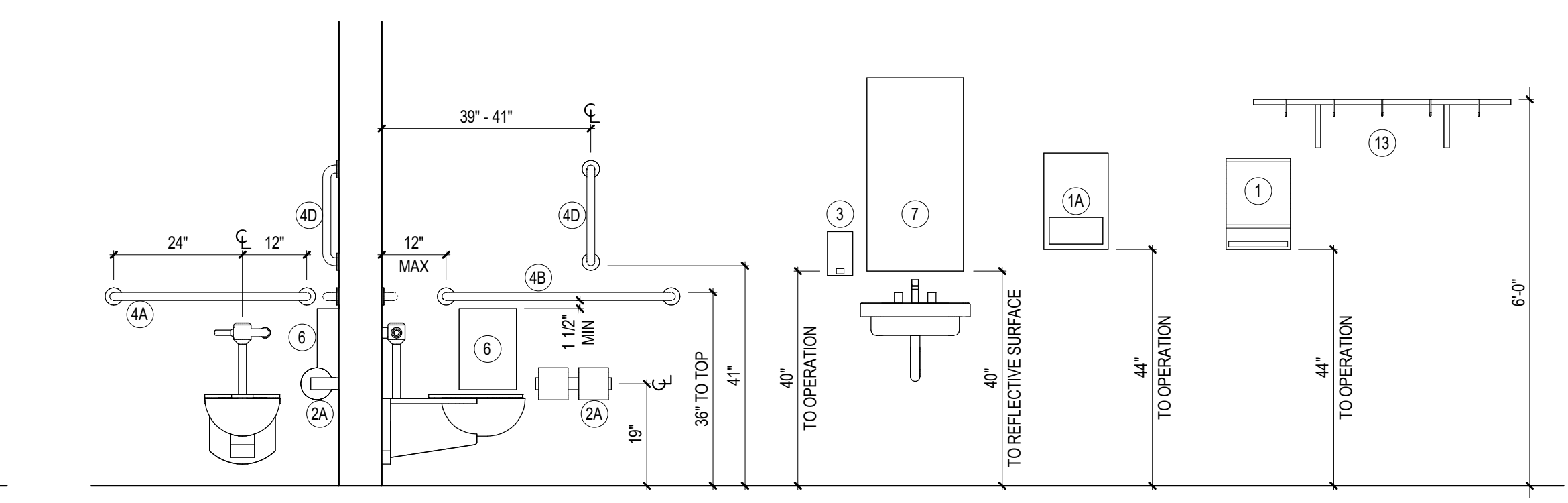
3 UTILITY YARD PLAN
 A101 1/4" = 1'-0"



TOILET AND BATH ACCESSORY TYPES



LEGENDS MOUNTING HEIGHTS - TOILET ROOMS 2A, 3A, AND 4A



LEGENDS MOUNTING HEIGHTS - ADULT TOILET ROOM 6A, 6B

ASHRAE Standard 62.1-2004-2010

By SHP

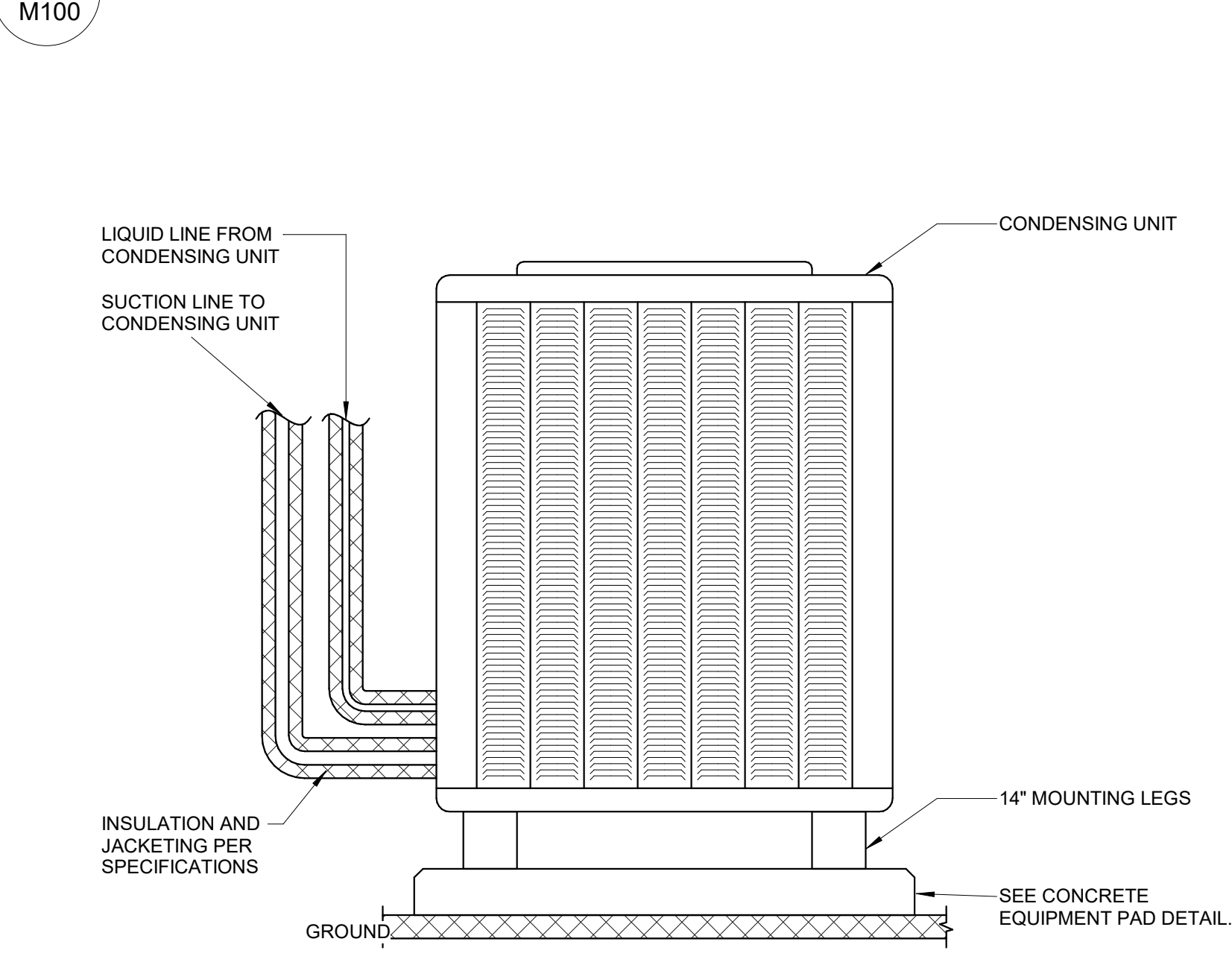
Ventilation Parameters

System Zone Room	Occupancy Category	Rp cfm / p	Pz People	Ra cfm/ft²	Az ft²	Vbz cfm	Std 170		Cooling		Heating	
							Min OA ach	Ez	Voz cfm	Ez	Voz cfm	
Alternative 1												
1 HEAD START RM	Daycare (through age 4)	10.00	19.00	0.18	609	300	1.00	300	0.80	375		
2 HEAD START RM	Daycare (through age 4)	10.00	19.00	0.18	620	302	1.00	302	0.80	377		
1A RR	Storage rooms	0.00	1.00	0.12	46	6	1.00	6	0.80	7		
2A RR	Storage rooms	0.00	1.00	0.12	46	6	1.00	6	0.80	7		
AHU-1		9.50	40.00	0.18	1,321	612				612		765
3 HEAD START RM	Daycare (through age 4)	10.00	19.00	0.18	610	300	1.00	300	0.80	375		
3A RR	Storage rooms	0.00	1.00	0.12	46	6	1.00	6	0.80	7		
4 EARLY HEAD START RM	Daycare (through age 4)	10.00	10.00	0.18	619	211	1.00	211	0.80	264		
4A RR	Storage rooms	0.00	1.00	0.12	46	6	1.00	6	0.80	7		
AHU-2		9.35	31.00	0.18	1,321	522				522		653
10 DIRECTORS OFFICE	Office space	5.00	2.00	0.06	169	20	1.00	20	0.80	25		
11 OFFICE	Office space	5.00	2.00	0.06	131	18	1.00	18	0.80	22		
12 WAITING	Reception areas	5.00	4.00	0.06	95	26	1.00	26	0.80	32		
14 CONFERENCE	Conference/ meeting	5.00	12.00	0.06	267	76	1.00	76	0.80	95		
8 KITCHEN	Break Rooms	5.00	2.00	0.06	165	20	1.00	20	0.80	25		
AHU-3		5.00	22.00	0.06	827	160				160		200
6 AD RR	Storage rooms	0.00	1.00	0.12	62	7	1.00	7	0.80	9		
5 MUSCLE ROOM	Health club/ aerobics room	20.00	19.00	0.06	636	418	1.00	418	0.80	523		
5A STORAGE	Storage rooms	0.00	0.00	0.12	34	4	1.00	4	0.80	5		
15 A HALLWAY	Corridors (IEQ Cr 2)	0.00	0.00	0.06	550	33	1.00	33	0.80	41		
7 ENTRY	Main entry lobbies	5.00	0.00	0.06	47	3	1.00	3	0.80	4		
AHU-4		19.00	20.00	0.06	1,329	466				466		582
TECH	Electrical Equipment Rooms	0.00	0.00	0.06	35	2	1.00	2	0.80	3		
TECH		0.00	0.00	0.06	35	2				2		3

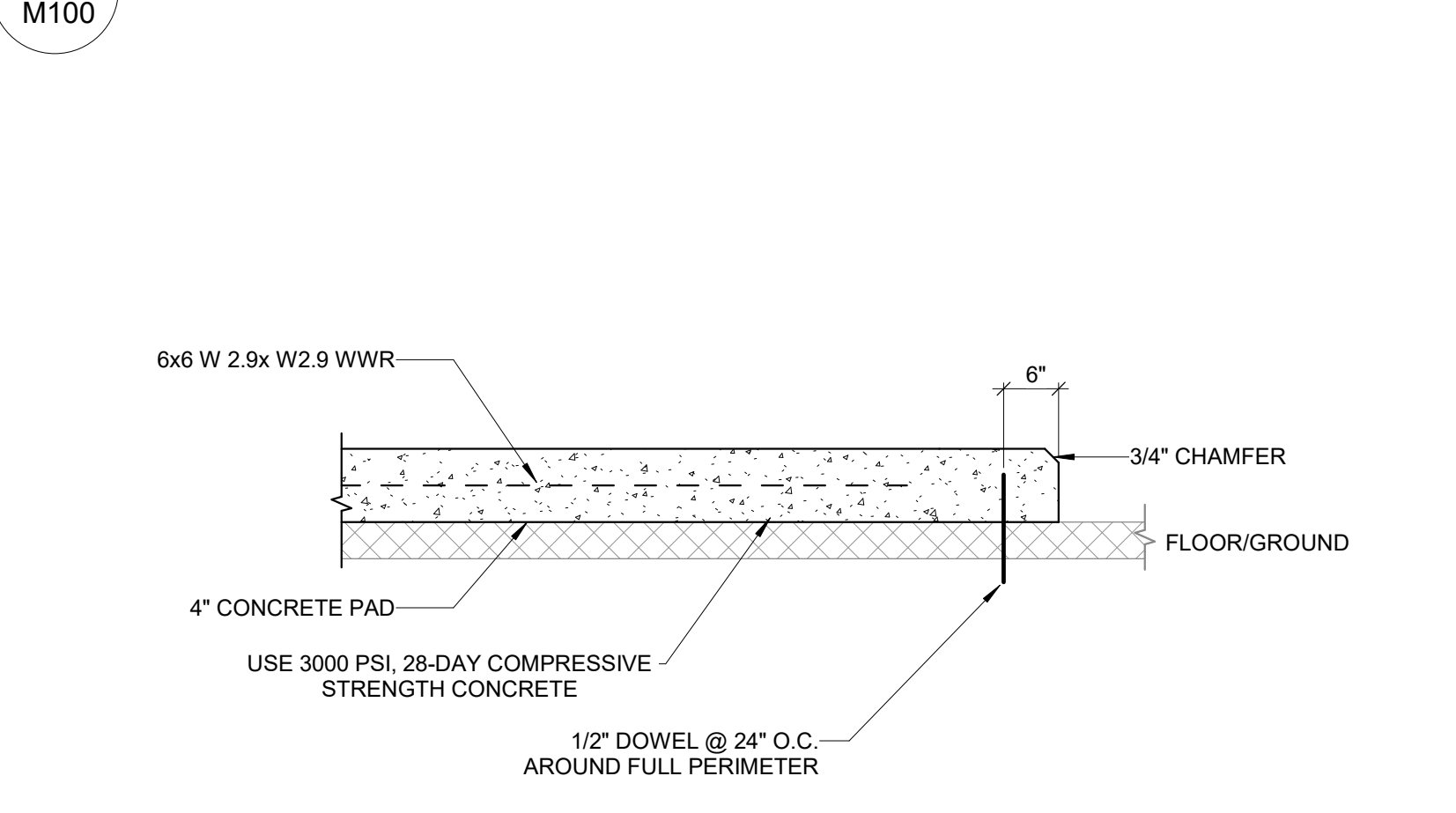
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 Dataset Name: FALMOUTH.TRC

TRACE® 700 v6.3.5 calculated at 03:19 PM on 04/10/2025
 Alternative - 1 ASHRAE Standard 62.1-2004/2007 Report Page 3 of 5

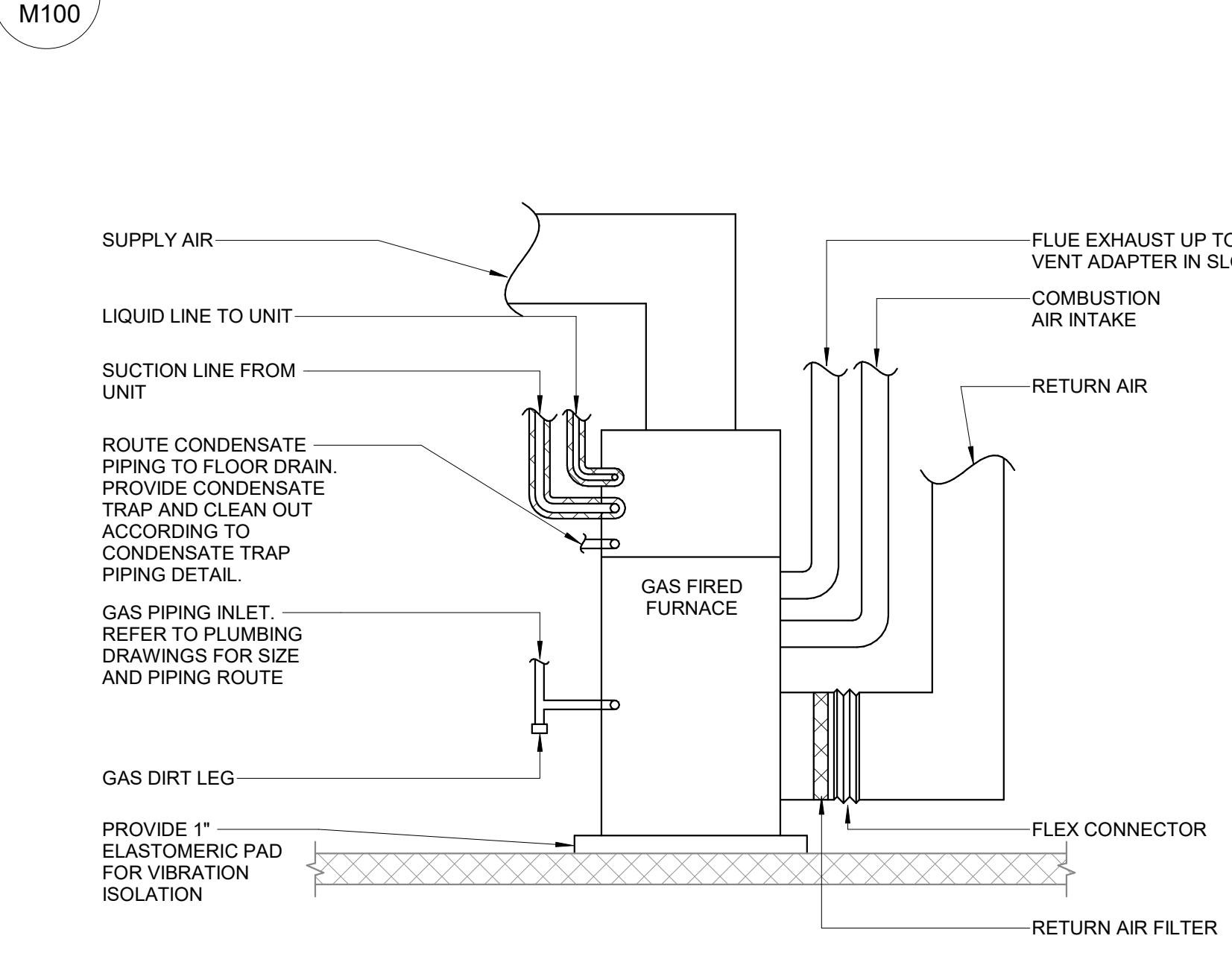
2 CONDENSATE TRAP PIPING



3 CONDENSING UNIT MOUNTING DETAIL



4 EQUIPMENT PAD - TYPICAL DETAIL



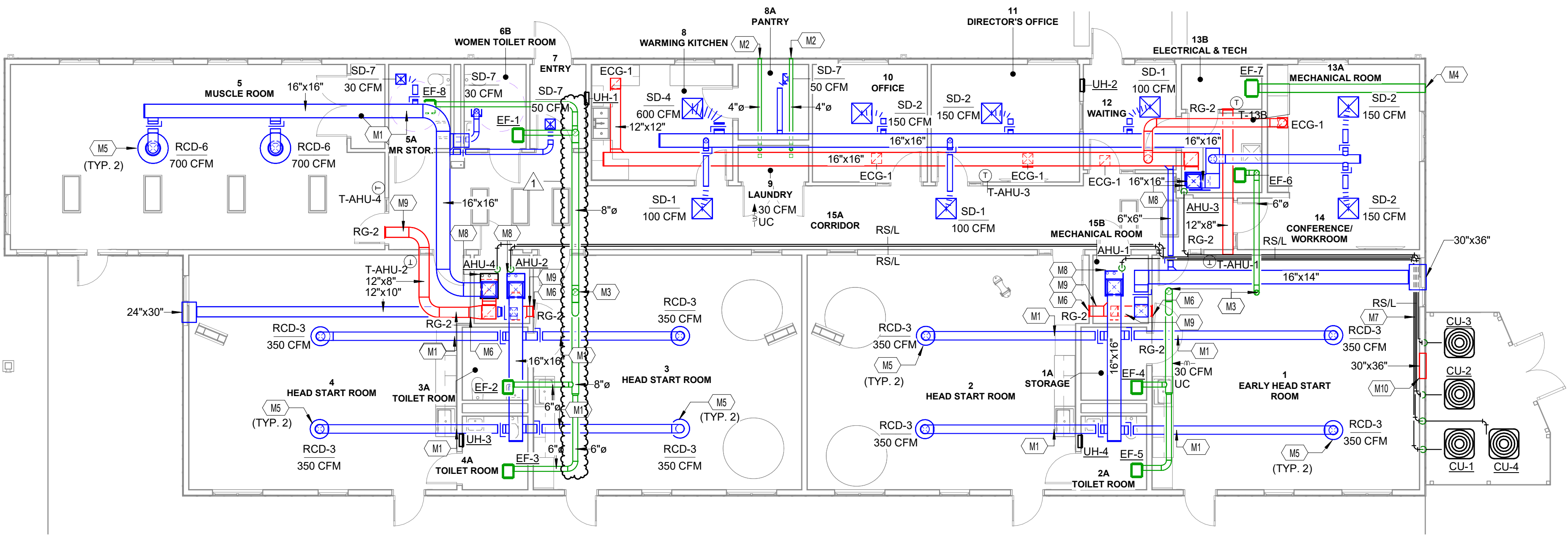
5 FURNACE - GAS FIRED DETAIL

GENERAL DUCT PLAN NOTES:

- A. DUCTS SERVING DIFFUSERS AND GRILLES ARE TO BE THE SAME SIZE AS DIFFUSER NECK SIZE OR GRILLE FACE UNLESS NOTED OTHERWISE.
- B. DO NOT ROUTE DUCTWORK OVER ELECTRICAL EQUIPMENT.
- C. PROVIDE VOLUME CONTROL DAMPERS IN RUN-OUT DUCT TO ALL SUPPLY AIR DEVICES.

KEYNOTES

- M1 DUCTWORK ROUTING THROUGH STRUCTURE.
- M2 DRYER EXHAUST DUCT TO END IN DRYER EXHAUST CAP ON THE WALL.
- M3 EXHAUST DUCT UP TO ROOF TO TERMINATE IN GOOSENECK.
- M4 EXHAUST DUCT TO END IN WALL CAP ON THE WALL.
- M5 INSTALL FACE OF DIFFUSER AT BOTTOM CHORD OF TRUSS & CENTERED BETWEEN TRUSSES. TYPICAL FOR RCDS.
- M6 RETURN GRILLE TO BE MOUNTED AT 6" ABOVE FINISHED FLOOR.
- M7 ROUTE REFRIGERANT PIPING IN CHANNEL WHERE EXPOSED.
- M8 ROUTE CONDENSATE TO DRAIN IN MECHANICAL ROOM.
- M9 ADD DUCT LINER.
- M10 BAROMETRIC RELIEF. PROVIDE BAROMETRIC RELIEF DAMPER AND 1/2" WIRED MESH.



1 FIRST FLOOR DUCTWORK PLAN

M100 1/8" = 1'-0"

ISSUANCES

12-15-23	SCHEMATIC DESIGN
05-03-24	DESIGN DEVELOPMENT
05-14-25	PERMIT AND BID SET
1 06-02-25	ADDENDUM 1

HVAC PLANS AND DETAILS

COMM NO. 2023108.01

M100