



**LATHAN ■ McKEE**  
A R C H I T E C T S

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**ADDENDUM NO. 3**

**NEW EMA CENTER FOR RUSSELL COUNTY, AL**

Architect Job No. 25-13

November 25, 2025

DCM #2025856

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**BIDS DUE:**

**Thursday, December 18, 2025, until**

**2:00 p.m., local time, held at**

**Russell County Commission**

**1000 Broad Street**

**Phenix City, AL 36867**

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The Plans and Specifications are hereby amended. The following supersedes all contrary and/or conflicting information and is made part of the contract documents.

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**GENERAL**

1. The Bid date has changed to **Thursday, December 18, 2025**.
2. The **Mandatory Pre-Bid Sign-In Sheet** has been attached for a list of all attendees.
3. The attached **Supplementary Instructions To Bidders** is to be added in its entirety.

**SPECIFICATIONS**

1. **REVISE SECTION 09510 – ACOUSTICAL PANEL CEILINGS AS FOLLOWS:**
  - a. **2.0 PRODUCTS**
    - i. **2.2 ACOUSTICAL CEILING UNITS**
      - A. Remove Acoustical panels type L1 (with fire guard)
      - B. Remove Acoustical panels type L2
      - C. Remove Acoustical panels type L4
    - ii. 2.3 Suspension Systems (With Fire Guard Ceiling Tiles Only)
    - iii. 2.6 Suspension Systems for Clouds
2. **DELETE SECTION 09520 – FIBERGLASS REINFORCED PLASTIC** in its entirety.
3. **DELETE SECTION 09651 – RUBBER FLOOR, RAMPS, TREADS AND RISERS** in its entirety.

4. **REVISE SECTION 09658 – LUXURY VINYL TILE AS FOLLOWS:**

a. 2.0 PRODUCTS

i. 2.4 Waterjet Floor Graphic – Remove This from the scope of work.

5. **REVISE SECTION 09680 – CARPET TILE AS FOLLOWS:**

a. 1.7 MANUFACTURERS

i. CPT-3 Interface “Viva Colores”, Color: See Finish Legend

b. 2.1 MATERIALS

**VIVA COLORES – CPT 3**

|   |                                |
|---|--------------------------------|
| Style Name  | Viva Colores                   |
| Style Number  | 1465002500                     |
| Product Type  | Modular Carpet Tile, 25cm x 1m |
| Construction  | Tufted, Textured Loop          |
| Fiber Type  | Post-Consumer Content Nylon    |
| Dye Method  | 100% Solution Dyed             |
| Gauge   | 1/12 (47.24 per 10cm)          |
| Stitches Per Inch   | 10/in.                         |
| Tufted Pile Height  | 0.15 in.                       |
| Tufted Yarn Weight  | 18 oz./sq. yd.                 |
| Finished Pile Thickness   | 0.101 in <sup>2</sup>          |
| Density   | 6,416                          |
| Protective Treatments   | “Protek”                       |
| Primary Backing   | “GlassBac”                     |
| Pattern Repeat  | None                           |
| Recommended Installation – as indicated on the Architectural Drawings |                                |
| Post-Consumer Recycled Content: 2.47%                                 |                                |

Performance Specifications

|  |                  |
|--|------------------|
| Methenamine Pill Test<br>(DOC FF-1-70) | Pass             |
| Flooring Radiant Panel<br>(ASTM E-648) | Class I          |
| Smoke Density<br>(ASTM E-662)          | Less than 450    |
| Static Control<br>(AATCC-134)          | Less than 3.5 kV |
| CRI Green Label Plus                   | GLP 9968         |

Warranty Information

Manufacturers standard 15 Year Warranty.

6. **REVISED SECTION 10426 – INTERIOR SIGNAGE** attached to be used in lieu of previous version.

**CLARIFICATION**

1. G.M.B refers to Glass Marker Board as specified.
2. The washer and dryer in Room 117, and refrigerator in room 113 are being provided in the scope of work by the general contractor. Refer to specification section 12150 for additional product information.

3. **Display 130 & Display 131:** Provide tackable wall covering on all walls where adjustable shelving is installed, as indicated on Detail 4/A6.5.
4. At locations where Schluter Jolly Trendline is indicated, provide the full manufacturer's entire color line for color selection.

# MANDATORY PRE-BID CONFERENCE SIGN-IN SHEET

**Project: New EMA Center for Russell County, AL  
Architects Job No. 25-13**

**Date / Time:** Wednesday, November 19, 2025 at 10:00 a.m.

**Location:** Russell County EMA / Homeland Security, 311 Prentiss Drive, Phenix City, AL 36869

## **SUPPLEMENTARY INSTRUCTIONS TO BIDDERS**

### **I. GENERAL INFORMATION**

- A. Bidders must use Proposal Form (included in Project Manual) for submitting bid.
- B. All bids must be sealed and marked in the lower left hand corner: **New EMA Center for Russell County, AL**, with opening time and date. **General Contractor's License Number must be displayed on front of envelope.** Late bids will not be opened.
- C. Bidders must use AIA Bid Bond Form (included in Project Manual) and submit along with bid.
- D. **NOTICE OF SALES AND USE TAX**

The Contractor shall include sales and use taxes in bid. Contractor shall be responsible for purchasing all construction materials without sales tax exemption.

- E. Records showing successful bidder(s) and prices quoted will be placed on file with the Awarding Authority and may be examined upon request. If contract is awarded to someone other than lowest bidder a note of explanation will appear in the bid file.
- F. Use of trade names and numbers shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.

### **II. DISQUALIFICATION OF BIDS**

Bids may be disqualified before the awarding of the contract for any of the following:

- A. Failure to mark envelope and provide General Contractor's License Number as required.
- B. Failure to sign or notarize the bid document.
- C. Failure to include requested information or other details of the bid.
- D. Excessive errors.
- E. Failure to include bid bond.
- F. Failure to have an original signature on the bid form. Faxed and/or e-mailed copies of Proposal and Bid Bond are not acceptable.

### **III. STANDARD FORM**

The General Conditions of the Contract for Construction, Standard Forms of the American Institute of Architects, latest edition, are hereby made a part of this Specification.

Any controversy or claim rising out of, or relating to, the Contract between the Owner and the Contractor, or any breach thereof, shall be settled by arbitration.

### **IV. METHOD OF AWARD**

- A. The award will be made to the lowest responsible bidder meeting specifications. It is not the policy of the Owner to purchase on the basis of low bid only. Quality, conformity with specifications, purpose for which require terms of delivery, past service and experience are among the factors that may be considered in determining the responsible bidder.

- B. In the event the low bidder refuses to accept the entire requirements without deviation, the bid may be awarded to the next lowest bidder.
- C. This bid will be awarded to General Contractor, based on lowest total price meeting specifications.

V. PRICING

- A. Base Bid pricing shall be good for Thirty (30) days after date of Proposal. Alternate Proposals, if applicable, shall be guaranteed for Ninety (90) days after date of executed contract. Unit prices, if applicable, shall be guaranteed until the date of final acceptance of the project by the Owner.
- B. Prices shall include labor, materials, equipment, etc. necessary for complete work.

VI. WARRANTIES / SERVICE

Refer to Section 01900 for Warranty requirements in addition to the specific sections of Specifications. Close-Out Documentation and requirements are included in Section 01910.

VIII. BID BOND

A Bid Bond in the amount of five percent (5%) of total bid shall be provided with Proposal. Federal requirements do not allow for a limit on bid bond. Bonds with a "not to exceed" amount will be subject to rejection and, therefore, invalidate Proposal.

IX. BONDS

Performance and Payments Bonds which meets the requirements of The General Conditions of the Contract will be required with executed contracts.

X. INSURANCE

Insurance Certificates shall be included with Construction Contracts. In addition to Article 11 of The General Conditions of the Contract, the following insurance requirements must be satisfied. In the event of conflict between the insurance requirements within The General Conditions of the Contract and this Supplementary Instruction to Bidders, the requirements listed below shall govern.

A. General

(1) **Responsibility.** The Contractor shall be responsible to the Owner from the time of the signing of the Construction Contract or from the beginning of the first work, whichever shall be earlier, for all injury or damage of any kind resulting from any negligent act or omission of breach, failure or other default regarding the work by the Contractor, Subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of who may be the owner of the property.

(2) **Insurance Providers.** Each of the insurance coverages required below shall be issued by an insurer licensed by the Insurance Commissioner to transact the business of insurance in the State of Alabama for the applicable line of insurance, and such insurer (or, for qualified self-insureds or group self-insureds, a specific excess insurer providing statutory limits) must have a Best Policyholders Rating of "A-" or better and a financial size rating of Class "V" or larger.

(3) **Insurance Certificates.** The Contractor shall procure the insurance coverages identified below at the Contractor's own expense, and to evidence that such insurance coverages are in effect, the Contractor shall furnish the Owner an insurance certificate(s) acceptable to the Owner and listing the Owner as the Certificate Holder. The insurance certificate(s) must be delivered with the Construction Contract and Bonds for final approval and execution of the Construction Contract. The insurance certificate must provide the following:

- a. Name and address of authorized agent of the insurance company
- b. Name and address of insured
- c. Name of insurance company or companies
- d. Best Policyholders Rating and Financial Size Rating
- e. Description of policies
- f. Policy Number(s)
- g. Policy Period(s)
- h. Limits of liability
- i. Name and address of Owner as Certificate Holder
- j. Project Name and Number
- k. Signature of authorized agent of insurance company
- l. Telephone number of authorized agent of insurance company
- m. Mandatory thirty day notice of cancellation / non-renewal / change

(4) **Maximum Deductible.** Self-insured retention, except for qualified self-insurers or group self-insurers, in any policy shall not exceed \$25,000.00.

B. **Insurance Coverages**

The Contractor shall purchase the types of insurance coverages with liability limits not less than as follows:

(1) **Workers' Compensation and Employer's Liability Insurance**

(a) Workers' Compensation coverage shall be provided in accordance with statutory coverage required in Alabama. A group insurer must submit a certificate of authority from the Alabama Department of Industrial Relations approving the group insurance plan. A self-insurer must submit a certificate from the Alabama Department of Industrial Relations stating the Contractor qualifies to pay its own workers' compensation claims.

(b) Employer's Liability Insurance limits shall be at least:

- .1 Bodily Injury by Accident - \$1,000,000 each accident
- .2 Bodily Injury by Disease - \$1,000,000 each employee

(2) **Commercial General Liability Insurance**

(a) Commercial General Liability Insurance, written on an ISO Occurrence Form (current edition as of the date of Advertisement for Bids) or equivalent, shall include, but need not be limited to, coverage for bodily injury and property damage arising from premises and operations liability, products and completed operations liability, blasting and explosion, collapse of structures, underground damage, personal injury liability and contractual liability. **The Commercial General Liability Insurance shall provide at minimum the following limits:**

| <u>Coverage</u>                          | <u>Limit</u>               |
|--|----------------------------|
| General Aggregate                        | \$2,000,000 per Project    |
| Products, Completed Operations Aggregate | \$2,000,000 per Project    |
| Personal and Advertising Injury          | \$1,000,000 per Occurrence |
| Each Occurrence                          | \$1,000,000                |

(b) Additional Requirements for Commercial General Liability Insurance:

- (1) The policy shall name the Owner, Architect, and their agents,

consultants and employees as additional insureds; state that this coverage shall be primary insurance for the additional insured; and contain no exclusions of the additional insureds relative to job accidents.

(2) The policy must include separate per project aggregate limits.

(3) **Commercial Business Automobile Liability Insurance**

(a) Commercial Business Automobile Liability Insurance which shall include coverage for bodily injury and property damage arising from the operation of any owner, non-owned or hired automobile. The Commercial Business Automobile Liability Insurance Policy shall provide not less than \$1,000,000 Combined Single Limits for each occurrence.

(b) The policy shall name the Owner, Architect, and their agents, consultants, and employees as additional insureds.

(4) **Builder's Risk Insurance**

(a) The Builder's Risk Policy shall be payable to the Owner and Contractor, as their interest may appear. The policy amount shall be equal to 100% of the Contract Sum, written on a Causes of Loss - Special Form (current edition as of the date of Advertisement for Bids), or its equivalent. All deductibles shall be the sole responsibility of the Contractor.

(b) The policy shall be endorsed as follows:

"The following may occur without diminishing, changing, altering or otherwise affecting the coverage and protection afforded the insured under this policy:

- (i) Furniture and equipment may be delivered to the insured premises and installed in place ready for use; or
- (ii) Partial or complete occupancy by Owner; or
- (iii) Performance of work in connection with construction operations insured by the Owner, by agents or lessees or other contractors of the Owner, or by contractors of the lessee of the Owner."

C. **Subcontractors' Insurance**

(1) **Workers' Compensation and Employer's Liability Insurance.**

The Contractor shall require each Subcontractor to obtain and maintain Workers' Compensation and Employer's Liability Insurance coverages as described in preceding Paragraph B, or to be covered by the Contractor's Workers' Compensation and Employer's Liability Insurance while performing Work under the Contract.

(2) **Liability Insurance**

The Contractor shall require each Subcontractor to obtain and maintain adequate General Liability and Automobile Liability Insurance coverage similar to those described in preceding Paragraph B. Such coverage shall be in effect at all times that a Subcontractor is performing Work under the Contract.

(3) **Enforcement Responsibility**

The Contractor shall have responsibility to enforce its Subcontractors' compliance with these or similar insurance requirements; however, the Contractor shall, upon request, provide the Architect or Owner acceptable evidence of insurance for any Subcontractor.

XI. LIQUIDATED DAMAGES

- A. Time is the essence of the Contract. Any delay in the completion of the Work required by the Contract Documents may cause inconvenience to the public and loss and damage to the Owner including but not limited to interest and additional administrative, architectural, inspection and supervision charges. By executing the Construction Contract, the Contractor agrees that the Contract Time is sufficient for the achievement of Substantial Completion.
- B. The Contract Documents may provide in the Construction Contract or elsewhere for a certain dollar amount for which the Contractor and its Surety (if any) will be liable to the Owner as liquidated damages for each calendar day after expiration of the Contract Time that the Contractor fails to achieve Substantial Completion of the Work. If such daily liquidated damages are provided for, Owner and Contractor, and its Surety, agree that such amount is reasonable and agree to be bound thereby.
- C. If a daily liquidated damage amount is not otherwise provided for in the Contract Documents, a time charge equal to six percent interest per annum on the total Contract Sum may be made against the Contractor for the entire period after expiration of the Contract Time that the Contractor fails to achieve Substantial Completion of the Work.
- D. The amount of liquidated damages due under either paragraph B or C, above, may be deducted by the Owner from the moneys otherwise due the Contractor in the Final Payment, not as a penalty, but as liquidated damages sustained, or the amount may be recovered from Contractor or its Surety. If part of the Work is substantially completed within the Contract Time and part is not, the stated charge for liquidated damages shall be equitably prorated to that portion of the Work that the Contractor fails to substantially complete within the Contract Time. It is mutually understood and agreed between the parties hereto that such amount is reasonable as liquidated damages.

1.0 - GENERAL

1.1 Scope

The work required under this section consists of room & wall signage.

1.2 Existing Conditions

A. It is the general contractor's responsibility to field verify existing signage before a bid and provide signage that shall match all existing signage types and styles currently installed to provide a continuity of design to the owner as required.

1.3 Submittals

- A. Submit a sample of signs, including size, lettering style, materials, and finish.
- B. Provide mounting templates.
- C. Signs shall conform to requirements as set forth by the AMERICANS WITH DISABILITIES ACT Accessibility Guidelines.
- D. Submit the schedule indicating each room name and number indicated on Architectural Drawings with a corresponding space for the Owner's markup for the actual room name and number per school system of each room name and number along with sign type to the Architect for review.

2.0 – PRODUCTS

2.1 Manufacturers

Subject to compliance requirements. Provide products by the following.

1. Leeds Architectural Letters, Inc. (Basis Of Design)
2. Devaney Sign Service, LLC
3. Bellco Sign & Engraving Specialists

2.2 Room and Wall Signs Standards

- A. Provide photopolymer signs with Grade II Braille 3/4" numerals and 5/8" Letters to comply with ADA (American Disability Act). Signs shall be color selected from the manufacturer's full line of colors.
- B. Room signs with message insert to have 1/16" front plate, minimum 1/32" solid spacer (no tape spacer), and 1/8" back plate.
- C. Room Signs (no message slot)- minimum 1/8" thick with 1/32" raised letters.
- D. Elevator and Stair Signs to be 6 x 6 and 1/8" thick with 1/32" raised letters.
- E. Exterior Signs - Exterior Aluminum .040 thick, factory painted, and text to be silkscreened or inkjet print.
- F. Edge Condition - Square Cut.
- G. Corners - Round.

H. Mounting:

1. Sheet Rock – double-sided tape
2. Block or Brick – double-sided tape and silicone
3. Signs to be mounted with screws and anchors if specified.
4. Signs mounted on the wall adjacent to the latch side of the door 60" from floor to centerline of signs and 2" from the edge of the door frame to edge of the sign.

2.3 Typical Signage Schedule (refer to Architectural Signage Plan in construction documents, WHERE applicable and indicated on plans)

- A. All Offices, Classrooms, and Instructional Areas shall be 6" x 8" with a 2-1/2" x 8" changeable clear message insert unless otherwise indicated. **Refer to Item 1.2, Item A for existing signage conditions**
- B. All other interior door signs except corridor and vestibule doors shall be a 6" x 6" with no message strip.
- C. All restrooms shall have a minimum 6" x 8" sign with pictogram area with an additional area for raised copy and Braille.
- D. 6" x 6" signs at all elevators on all floors. (Use Stairs in Case of Fire...etc.) **IF applicable.**
- E. 6" x 6" Stair Sign at every stair on all floors with pictogram **IF applicable.**
- F. 3" x 7" area of refuge sign with raised copy and Braille **IF applicable and indicated on the Life Safety Plans**
- G. Provide Framed Signage with Clear View Window. Frame to Match Interior Signage Cover) to accommodate an 8.5 x 11 Landscape Floor Plan. Provide two (2) per Classroom and Assembly Area.
- H. 6" x 6" tactile exit sign at all interior exit doors leading directly to the exterior with raised copy and Braille. (Identified as **EXIT** on signage plan)
- J. Occupant Load Sign to be provided at every Auditorium, Gymnasium, and Cafeteria (**Assembly Areas**) as required by IBC Section 1004.3
- K. Building Dedication Plaque – Refer to Specification section 12150 – Miscellaneous Furnishings & Fixtures

2.4 Storm Shelter Signage (**See Life Safety Plan IF applicable**)

1. Provide the following Storm Shelter Signage as required by ICC 500-2014 and as indicated on the storm shelter plan located within architectural drawings.
2. Provide a 12" x 16" storm shelter plaque which shall be located within each storm shelter, as indicated.
3. Provide 8" x 8" storm shelter sign, location as indicated.
4. Provide 4" x 7" storm shelter instruction signs on each face of all storm doors as indicated.
5. Provide an 8"x8" sign adjacent to all doors leading to electrical equipment rooms containing stationary battery systems indicating "APPLY NO WATER," along with the type of battery system and current maintenance contact information

2.5 Pictorial Signs

- A. Provide 12" x 18" baked enamel on metal sign with International Symbol for Accessibility Wheelchair and lettering "Physically Handicapped Parking Only."  
Each sign shall have a "Van Accessible" sign mounted to the post.
- B. Provide Traffic Control signs as indicated on drawings and in accordance with the State of Alabama Highway Department Manual on Uniform Traffic Control Devices.

2.6 Project Sign - Specification requirements are listed in Section 01030.

3.0 - EXECUTION

3.1 Installation of Signs

Install signs on surfaces and at heights as directed.

3.2 Install "Physically Handicapped Parking Only" sign at Handicapped Parking Spaces as indicated.

3.3 Install Traffic Control Signs in accordance with State of Alabama Highway Department Manual on Uniform Traffic Control Devices.

END OF SECTION