

RSC ARCHITECTS

3 University Plaza Drive, Suite 600, Hackensack, NJ 07601

ADDENDUM No. 1

TO THE CONTRACT DOCUMENTS OF THE PROJECT:

Gerry B. Green Plaza Alterations

**200 West 2nd Street
Plainfield, New Jersey 07060**

For the

Union County Improvement Authority

DATE: July 10, 2025
RSC Project Number: 158.25.001

NOTICE TO BIDDERS:

The original specifications and drawings, for the project noted above have been amended as noted in this Addendum. Receipt of this Addendum shall be acknowledged by inserting its number and date in the space provided on the Form of Proposal.

I. THIS ADDENDUM CONSISTS OF THE FOLLOWING:

Number of Pages: 16 pages (Including the cover page, description of Addendum, and divider pages)

Included:

- Bidder Questions (RFI) 2 page
- Specifications 10 pages
- Pre-Bid Conference Register 1 page

I. RESPONSE TO REQUESTS FOR INFORMATION (RFIs)

1. General notes about RFIs:
 - a. Contractors must follow the protocols identified in the RFB for submission of RFIs. Including submitting requests on the appropriate forms and to all parties listed in the RFB.
 - b. Requests for substitution of specific building components, building systems or equipment must come directly from bidders and not individual vendors. Customarily this process does not occur until the bid is awarded.

II. SPECIFICATIONS:

1. Minor clarification in "Special Conditions", attached.
2. Minor clarification in Specification Section "012100 Allowances", attached.

END OF ADDENDUM DESCRIPTION

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BIDDER QUESTIONS (REQUEST FOR INFORMATION)



REQUEST FOR INFORMATION

DATE: 7/3/2025

TO: Dr. Bibi Taylor, UCIA, Timothy Hennessy, RSC Arch., Bob Pasqual, Pinnacle Consulting

EMAIL : btaylorUCIA@ucnj.org bitdiding@rscarchitects.com bobp@pinnacleconsult.net

PROJECT : Gerry B. Green Plaza Alterations

RFI # 1

FROM: Frank A. Melhus, Estimator

RE: Various Items

1. Please provide contact information for the existing fire alarm and BMS systems vendors.
2. Please confirm the substantial completion date. The Time of Completion form states 365 days from the Notice to Proceed. Special Conditions Form Par 13, Page SC-7 states 260 calendar days.
3. Please confirm that there is only (1) 21 Day Office Shutdown.
4. Please provide Steel specifications for the roof related scope of work.
5. There is conflicting info regarding the Allowances. The Bid Form lists: Bid Contingency of \$350,000 Dollars, and Temporary Conditioning Contingency of \$70,000 Dollars. Section 012100-3 Allowance Specification only lists Owner Contingency of \$300,000 Dollars.
6. What is the anticipated Notice to Proceed date?
7. What is the Budget for bonding purposes?

RESPONSE:

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Response to Bidder Questions (RFI)

1. *Please provide contact information for the existing fire alarm and BMS systems vendors.*

These systems are maintained by the following vendors:

Fire alarm: Simplex (Johnson Controls)

BMS: Andover Continuum (Snider Electric)

2. *Please confirm the substantial completion date. The Time of Completion form states 365 days from the Notice to Proceed. Special Conditions Form Par 13, Page SC-7 states 260 calendar days.*

Please refer to the revised Special Conditions, item 13 – Construction Start and Duration, see attached. Time of completion will be 365 Days.

3. *Please confirm that there is only (1) 21 Day Office Shutdown.*

Yes, there will be (1) 21 day shut down. Refer to Section 011000 – Summary, Article 1.6 Work Phasing for information regarding sequencing of work.

4. *Please provide Steel specifications for the roof related scope of work.*

All steel material specifications can be found in the Bid Set. Please refer to sheet S001.

5. *There is conflicting info regarding the Allowances. The Bid Form lists: Bid Contingency of \$350,000 Dollars, and Temporary Conditioning Contingency of \$70,000 Dollars. Section 012100-3 Allowance Specification only lists Owner Contingency of \$300,000 Dollars.*

Please refer to revised Section 012100 – Allowances, Article 3.3. Allowance section updated to reflect the Bid Form list, see attached.

6. *What is the anticipated Notice to Proceed date?*

The anticipated Notice to Proceed date is September 10th, 2025. This date may be subject to change at the owner's discretion.

7. *What is the Budget for bonding purposes?*

The Owner has elected not to release the budget for this project.

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SPECIFICATIONS

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200 West 2nd Street, Plainfield, New Jersey

SPECIAL CONDITIONS

1. DEFINITIONS

- a) OWNER: Union County Improvement Authority (UCIA)
- b) PROJECT SITE: Gerry B. Green Plaza
200 West 2nd Street, Plainfield, New Jersey
- c) PROJECT TITLE: Gerry B. Green Plaza Alterations
- d) ARCHITECT: **RSC Architects**
3 University Plaza Drive
Hackensack, New Jersey 07601
Telephone: (201) 941-3040
Facsimile: (201) 941-3040
- e) EXECUTIVE DIRECTOR: Dr. Bibi Taylor
- f) INSPECTOR: An authorized representative of the UCIA Executive Director assigned to make all necessary inspections of the work performed by the Contractor.
- g) PRONOUNS: The masculine pronoun shall include the feminine and neuter and the singular shall include the plural.
- h) PERSON: Any individual, partnership, society, association, joint company, corporation, estate, receiver, trustee, assignee, referee, or capacity, whether appointed by a court or otherwise, and any combination of individuals.
- i) OR EQUAL: Whenever in the technical specifications and Plans, any particular brand, make of materials, device, or piece of equipment is shown or specified, such brand make of material or device or piece of equipment shall be regarded merely as a standard and the expression "or equal" shall apply to the same extent as if it is being written therein in full. If two or more brands, make of materials, devices, or pieces of equipment are shown as specified, each is to be regarded as the equal of the other. Any other brand, make of material, device or piece of equipment which, in the opinion of the Architect, is the recognized equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, will be accepted, subject to the submission process described at Section 01600.
- j) BIDDER: Any person who submits a Proposal upon the project described in the Invitation for Bids
- l) BID DOCUMENTS: The Bid Documents, sometimes referred to as the "plans and specifications," shall mean and include the following:
1. Legal Documents (Notice to Bidders; Instructions to

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Bidders; Bid Forms; AIA Standard Contract; AIA General Conditions of Contract; Supplementary Conditions of the Contract; NJ Prevailing Wage Determination

2. General Specifications
3. Special Conditions
4. Division 01 General Requirements
5. Division 02 through 14; 21 through 23; 26; 28 and 31 through 33 Specifications
6. Addenda, if any
7. Plans and Drawings
8. Clarifications to Plans or Specifications

- k) **CONTRACTOR:** The person whose proposal shall be accepted by the Owner and who shall thereafter enter into a formal Contract with the Owner to furnish the materials and do the work as bid upon.
- l) **SUBCONTRACTOR:** A person supplying material, labor, equipment and appurtenances for work at the site of the project. Such person has contractual relations with the Contractor, but not with the Owner.
- m) **PRINCIPAL:** When used in the Bid Bond, the word Principal means the same as the word Bidder. When used in the Performance Bond, the word Principal means the same as the word Contractor.
- n) **SURETY:** The corporation or individual, bound by the Performance Bond, with and for the Contractor and who is primarily liable and engages to be responsible for the Contractor's acceptable performance of the Work for which the Contract has been made, and for his payment of all debts pertaining thereto.
- o) **CONTRACT** The Contract Documents DOCUMENTS shall be those documents enumerated in the Standard Form of Agreement (AIA Document A132-2019 CMA), and shall include the Bid Documents and the successful bidder's proposal:
- p) **WORK:** All the work to be performed by the Contractor in the fulfillment of the contract, including all necessary materials, labor, equipment and transportation, as described in the Contract Documents for the contemplated improvement.
- q) **SCOPE OF WORK:** The specified work, improvement or job, to which these Contract Documents apply, as described in the Contract.
- r) **PLANS:** The prints of the drawings which show the location, character, dimensions and details of the Work to be done and which are to be considered part of the Contract Documents, the same as though attached thereto.
- s) **NOTICE TO PROCEED:** The official letter from the Owner to the successful Bidder, notifying him that he has been awarded the Contract.

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- t) **SUBSTANTIAL COMPLETION:** Date when a certificate of occupancy or temporary certificate of occupancy is issued, allowing the building to be occupied by the owner.
- u) **DATE OF FINAL ACCEPTANCE:** The date the Owner accepts the completed Work and authorizes final payment therefor.

2. CORRELATION, INTENT AND INTERPRETATION OF THE CONTRACT DOCUMENTS

The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor for the benefit of the Owner. The Contract Documents are complementary, and what is required by one shall be binding as if required by all. Performance by the Contractor (and its sub-contractors, consultants, agents and those acting on the Contractor's behalf), shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results, and in accordance with the priority established by Paragraph 10 of these Special Conditions. Any ambiguities in or conflicts between any of the Contract Documents shall be resolved in favor of the Owner, including, without limitation, Owner's design intent, and the rights, remedies and protections to which the Owner is entitled. In the event of a discrepancy and/or ambiguity between or among any Contract Documents, the document that provides greater rights, remedies or protections to the Owner shall govern, as determined by the Owner.

3. INTENT OF CONTRACT

The contract includes, but is not necessarily limited to, General Construction work, Masonry Work, Concrete Work, Plumbing work, HVAC work, Electrical work and Sprinkler work. All labor and equipment shall be provided as necessary to satisfactorily complete all work within the project as specified within the Contract Documents. All new systems shall be made fully operational in a first class workmanship manner and guaranteed for one year from the date of the Certificate of Occupancy. The contractor shall be responsible for investigating existing conditions on the site and shall be responsible for doing whatever is required to keep the site fully operational without any adverse impact on the existing facilities on site.

This is a lump sum contract for all work. Each **contractor** or **subcontractor** shall refer to **ALL** drawings to completely familiarize him/herself with the work.

4. NO PRODUCT OR MANUFACTURER SPECIFIED

Whenever in the Division specifications a manufacturer or product is listed, it shall mean that it includes but is not limited to such manufacturer or product

5. TEMPORARY FIELD OFFICE

The Contractor shall set up a field office on site as specified in Division 01 Section "Temporary Facilities."

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6. PROJECT COORDINATION

Throughout the project, the Contractor shall coordinate all activities with the CM as well as the UCIA staff and with department heads affected by the work taking place, in an effort to cause the least amount of disturbance to the daily operations of those departments.

7. PROJECT SITE, BUILDING LIMITATIONS AND JOB CONDITIONS

The Contractor shall cause the least amount of disruption to the operations, the facility operations, the personnel and visitors to the Project Site and existing facilities on the Project Site.

The Contractor shall be aware that the existing **Gerry B. Green Plaza Alterations** will be occupied during the entire construction period and the building in operation at all times the building will be available at a minimum of 21 consecutive days to the contractor for specific scopes of work, and Contractor shall maintain security during construction. Construction operations shall not impact in any way operations and the ability to quickly respond to emergencies. Proper security shall be coordinated with CM.

Phasing of the project must be coordinated with the **CM** as well as the Architect and Owner.

The Contractor shall schedule phasing and deliveries of materials from 7:00am-8:00am with the Building so as not to cause undue hardship to the Building Occupants or to the Building Occupant's operations and to ensure that no unsafe conditions are caused on the Project Site. Contractor shall also coordinate with the Owner for removal of demolition and construction debris, and a staging area for storage of materials.

Upon suspension of Work, at the end of the day or for protracted periods, the Contractor shall remove all rubbish and materials from the Work site to the approved storage/staging location. All road cuts, saw cuts, and trenches that may pose hazard to vehicular, pedestrian, or bicycle traffic, to include handicapped users, shall be filled to the surface of the roadway or sidewalk. At no time will steel plates or settled trenches be allowed at the daily suspension of Work, unless specifically approved by the Owner.

With respect to pedestrian traffic, the Contractor shall install signs restricting access of the general public and, as necessary, Library employees to the area of construction. The Contractor shall provide safe access to required areas and place physical barriers to restricted areas. These barriers may range from caution tape to actual barriers, at the direction of the Owner.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION OF FIRE ALARM WIRING AND DEVICES. TO BE COORDINATED WITH THE OWNERS FIRE ALARM VENDOR

THE CONTRACTOR SHALL COORDINATE ITS WORK AND THAT OF CONTRACTOR'S SUBCONTRACTORS AND PROVIDE ACCESS TO WORK AREAS AND ALL ELECTRICAL CONDUIT WITH PULL STRINGS AND BOXES AS REQUIRED AND IDENTIFIED ON DRAWINGS NECESSARY FOR THE INSTALLATION OF THE WORK.

8. TRAFFIC AND STREET MAINTENANCE

The Work must be started and performed by the Contractor in such a manner as to minimize delays to the traveling public, students and pedestrians. It must be completed in a timely fashion, with little or no inconvenience to traffic, students and pedestrians, where such inconvenience may be avoided.

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Should the CM deem it expedient for the best interest of the Library and Owner or for the safety of the public, the CM may concentrate the Work at specific places or may suspend the Work entirely for a period not to exceed seven (7) days, providing that, if necessary, the further suspension of the Work due to inclement weather will not be a detriment to the entire Work operation. Upon any suspension of Work, all unused materials shall be placed so as not to impede traffic and all rubbish shall be removed. Whenever a street is partially closed, the Contractor shall erect plainly worded signs announcing such fact, together with proper barricades at the nearest cross street upon each side of such obstruction and upon intersecting streets. Contractor shall also receive approval from the appropriate departments of Cranford.

All municipal, county, and state roadways shall remain open to traffic unless otherwise provided for in the technical specifications.

If modified traffic patterns are authorized in order to provide a safe working or traveling environment, the Contractor is responsible for providing all equipment, barrels, cones, signs, and barricades to implement the work zone and detours, unless otherwise specified in the technical specifications. All work zones and detours shall be established in accordance with the technical plans and specifications if provided or in strict compliance with the current version of the Manual for Uniform Traffic Control Devices (MUTCD). The Contractor shall obtain approval for these work zones and detour plans from the Municipal Police or applicable police agency and the Union County Bureau of Traffic Maintenance prior to implementation. Contractor shall pay for all required police safety officers during road construction work.

All traffic control plans shall provide for safe movement of vehicular, bicycle, and pedestrian traffic. Particular attention shall be given to requirements of the Americans with Disabilities Act.

No portion of any street or alleyway may be used for the storage of any materials or equipment without the approval of the Municipal Police or other applicable police agency. Sidewalks, gutters, drains, fire hydrants and private drives shall be maintained for their intended use unless specifically approved by the Owner.

Contractor shall coordinate the use of cranes or other hoisting equipment with Owner and local authorities so as to minimize disruptions on Project Site and adjoining streets. If use or blocking of streets is necessary, Contractor shall obtain and pay for required permits or approvals and pay all fees and police security officer/flagmen as required. Contractor shall provide all of the materials, tools, equipment and labor for cleaning the public streets, public sidewalks, roadways, alleys, driveways, etc., which are affected and/or disturbed by the Work.

Use of Traffic Control Officers shall be determined by the Owner in accordance with the provisions of N.J.S.A. 40A:11-23.1(c). If applicable to the Project, the Owner shall have provided an allowance for same as set forth in the Bid Form.

9. CONSTRUCTION SIGNS

The contractor shall install signs restricting access of the general public to the area of construction. As a minimum, they should state “**CONSTRUCTION AREA – NO ADMITTANCE**”. Restricted areas, however, shall not block public exit ways. Provide temporary signs as required where work is being phased.

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10. GUARANTEES AND WARRANTIES:

All guarantees and warranties shall start at the time a Certificate of Occupancy is issued, not at the time of start up of equipment. This applies to ALL equipment, systems and services of the building.

11. PRECEDENCE OF LARGE SCALE DETAILS AND DOCUMENTS

A. The general character of the detail work is shown on the drawings, but minor modifications may be made in large-scale details. Where the word "similar" occurs on the drawings, it shall be used in its general sense and not as meaning identical. All details shall be worked out in relation to their location and their connection to other parts of the work. On any drawings where a portion of the work is drawn out and the remainder is indicated in outline, the parts indicated in outline shall also apply to other like portions of the work. Where details are indicated by starting only, such details shall be continued throughout the courses or parts where it occurs and shall also apply to all other similar parts in the work unless otherwise noted. In case of differences between small and large- scale drawings, the larger scale drawings shall take precedence. Any discrepancies shall be referred to the Architect/Engineer before any work affected thereby has been performed.

B. Work specified but not shown on the drawings, or shown on the drawings but not specified, shall be considered as if indicated in both. In the event of conflict between various parts of the plans and specifications, the document shall take precedence in the following order: (1) for extent, sizes, quantity of work, and design intent, drawings shall govern over specifications; and (2) for quality of materials and workmanship, specifications shall govern over drawings. If there are conflicts between drawings, the Architect shall render a decision, which shall be final. The Contractor shall not increase the Contract price due to any interpretations made by the Architect.

12. THE BIDDER SHALL ALSO THOROUGHLY EXAMINE AND BECOME FAMILIAR WITH ALL BID DOCUMENTS.

The Bidder shall review all drawings for the project and not limit his/her/its bid to only work that is shown on drawings referenced for a Prime Contractor. The drawings are done so for ease of reference only and not intended to limit the work of the Contractor. If work is shown to be done on one drawing that usually requires work of another contractor or trade and is standard in the industry as such, then the contractor whose trade it is shall include the work in his/her/its bid. It is assumed to be reasonable since the contractor whose trade must do the work has reviewed and familiarized itself with the entire set of drawings and specifications, and therefore knew that it had to be furnished or hooked up and installed. Also if equipment is shown on one drawing but not shown as being hooked up on other drawings, the contractor whose trade usually does the hook up shall do so at no additional charge since he/she/it reviewed and familiarized himself/herself/itself with the entire set of drawings and therefore knew the equipment was there and it had to be hooked up. If steel work is shown on the architectural, but not on the structural, it still shall be provided since the steel subcontractor reviewed the entire set of drawings. By submitting a proposal, the Bidder covenants that he/she/it has carefully examined the complete set of Bid Documents, Addenda, if any, and the Site; and that from Bidder's investigation Bidder has satisfied himself/herself/itself as to the nature and location of the work, the phasing required for the work, the general and local conditions and all matters that may in any way affect the work or its performance and that as a result of such examination,

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Bidder fully understands the intent and purpose thereof, Bidder's obligations thereunder, and that Bidder will not make any claim for, or have any right to damages, because of a lack of any information.

13. CONSTRUCTION START AND DURATION

The Contractor shall begin construction within **20 Calendar Days** after Notice to Proceed by the Owner and shall complete the work in/or before ~~—~~ **365 Calendar Days**, reference Section 01100 Summary for schedule and phasing duration requirements. Failure of the Contractor to begin construction activities within 20 days for any reason not approved by the Owner shall constitute a Contractor default for which the owner may take whatever action that is deemed appropriate under the contract. The Contractor shall include within his bid all costs associated with the coordination required between the various subcontractors to meet these dates.

END OF SPECIAL CONDITIONS SECTION

SECTION 012100 - ALLOWANCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements governing allowances.
- B. Types of allowances include the following:
 - 1. Contingency allowances.
- C. Related Requirements:
 - 1. Division 01 Section "Quality Requirements" for procedures governing the use of allowances for field testing by an independent testing agency.
- D. The work included in any accepted allowance is to be completed within the original activity milestone dates stated in these documents, as accepted at time of award. No additional time will be awarded to the Contractor as the result of an allowance being utilized.

1.3 DEFINITIONS

- A. Allowance is a quantity of work or dollar amount established in lieu of additional requirements, used to defer selection of actual materials and equipment to a later date when direction will be provided to Contractor. If necessary, additional requirements will be issued by Change Order.
- B. It is to be clearly understood that the Allowances are to be used for work beyond the Contractor's base scope of work and at the sole option of the Owner. It is the Contractor's responsibility to perform all work required to comply with the requirements of the Contract Documents and to deliver a complete project without the use of any allowances.

1.4 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise Architect of the date when final selection, or purchase and delivery, of each product or system described by an allowance must be completed by the Owner to avoid delaying the Work.
- B. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by Architect from the designated supplier.

1.5 ACTION SUBMITTALS

- A. Submit proposals for purchase of products or systems included in allowances in the form specified for Change Orders.

1.6 INFORMATIONAL SUBMITTALS

- A. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.
- B. Submit time sheets and other documentation to show labor time and cost for installation of allowance items that include installation as part of the allowance.
- C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.7 CONTINGENCY ALLOWANCES

- A. Use the contingency allowance only as directed by Architect for Owner's purposes and only by Change Orders that indicate amounts to be charged to the allowance.
- B. Contractor's overhead, profit, and related costs for products and equipment ordered by Owner under the contingency allowance are included in the allowance and are not part of the Contract Sum. These costs include delivery, installation, taxes, insurance, equipment rental, and similar costs.
- C. Change Orders authorizing use of funds from the contingency allowance will include Contractor's related costs and reasonable overhead and profit.
- D. At Project closeout, credit unused amounts remaining in the contingency allowance to Owner by Change Order.

1.8 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.
 - 1. Include installation costs in purchase amount only where indicated as part of the allowance.
 - 2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other markups.
 - 3. Submit substantiation of a change in scope of Work, if any, claimed in Change Orders related to unit-cost allowances.
 - 4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.
- B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.

1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of Work has changed from what could have been foreseen from information in the Contract Documents.
2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

- A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

- A. Allowance No. 1: Bid contingency allowance of \$350,000.00.
- B. Allowance No. 2: Temporary Conditioning allowance of \$70,000.00.
- C. Alternate # 1 - Elevator Contingency of \$50,000.00.

END OF SECTION 012100

RSC ARCHITECTS

3 University Plaza Drive, Suite 600, Hackensack, NJ 07601

PRE-BID MEETING REGISTER