



Department of Building & Grounds
Architectural Services Division

City of Baton Rouge
Parish of East Baton Rouge

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ADDENDUM #1

April 17, 2024

TO ALL BIDDERS

**PROJECT: CITY HALL SECURITY UPGRADES
CITY PARISH PROJECT NO. 20-ASC-CP-1513**

The following revisions shall be incorporated in and take precedence over any conflicting part of the original contract documents.

Please see attach Addendum from the Designer dated April 17, 2024

TOTAL PAGES6 Pages (Including this Page)

FAILURE TO INDICATE RECEIPT OF THIS ADDENDUM ON BID FORM MAY BE CAUSE FOR THE BID TO BE REJECTED

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ADDENDUM NO.1

Project Name: CITY HALL SECURITY UPGRADES
Project Location: 525 Court Street, Port Allen, LA 70767
Project Number: 21-ASD-CP-1513
Date Issued: April 17, 2024

TO ALL CONTRACTORS:

This Addendum is hereby made a part of the Contract Documents and modifies drawings and/or specifications dated 09/28/23.

The following items shall be considered part of the contract documents and shall be included in the same when Construction Contract is executed. Changes made by Addenda shall take precedence over Original Documents. Any changes which may affect construction or proper installation of materials, equipment, or fixtures, not specifically mentioned in this addendum, shall be brought to the attention of the Designer before submitting the bid. Otherwise, such conditions, if found later to exist, must be worked out in an acceptable manner without additional cost to the Owner. Prime Contractors are hereby advised to draw the attention of all subcontractors to changes which may affect their work.

GENERAL COMMENTS:

1. **The Project Numbers on all Drawing Sheets and Specifications should reflect the new project number included on the city-provided Front ends and cover sheet. The Project number for this project is 21-ASD-CP-1513.**
2. **The Project Drawings include Notes and Titles that refer to Additive Alternates 1 & 2, but all work is to be provided under the Base Bid.**
3. **All Dimensions are required to be field verified and coordinated with manufacturers and fabricators prior to shop drawings submittals.**
4. **There are (3) pairs of doors at the ground floor front entry that are to remain. (2) pairs of doors are to receive new mag-lock access controls provided by others. The base bid of this project is required to include electrical circuit, wiring and wiremold trim as required to provide electrical circuits at the (2) pairs of doors receiving the new access controls.**
5. **All new doors being provided at the third floor are each to be provided with an electrical circuit for access control (see note 9b)**
6. **Wire mold:**
 - a. All wiring and cabling are to be run in wiremold surface mounted over existing finishes where not otherwise able to be concealed without disturbing existing materials and finishes.
 - b. All wire mold wall and ceiling trim / raceways provided are to be paintable. All such trim is to be painted as part of the base bid to match adjacent finishes. All paint colors are to be custom matched as selected by the architect for each application.
 - c. Floor Outlets and wire mold indicated on Electrical Drawings are to be field located under equipment and furniture as required to conceal it. Coordinate actual required lengths with architect prior to work.
7. **Provide electrical and data at new permanent guard station (detail 11/A5.02)**
 - a. Run power and data in wire mold from walls, across ceiling and down new 4" tube steel columns.
 - b. Provide power/data for new monitor (note 11, detail 11/A5.02)
 - c. Provide (2) quad power and quad data receptacles at each side of the built-in desk permanent wall panels (note 19, detail 11/A5.02)
8. **SHEET A2.20**
 - a. **Include the following note #4 under interior signage notes: PROVIDE 12" HALO-LIT DIMENSIONAL LETTERS AT LVL 3 ENTRANCE TO MAYOR-PRESIDENT'S OFFICE. DEMO EXISTING LIT SIGNAGE AND CONNECT NEW SIGNAGE TO EXISTING CIRCUIT. (also see attached spec section 10 14 00 - Signage)**
9. **SHEET A2.21**
 - a. **As stated above. All references to Additive Alternates should be ignored. All work is to be provided under the Base Bid.**
 - b. **The Suspended Ceiling Tile and Grid system in the Mayor's Office is being replaced under the base bid. All Existing ceiling fixtures are to be carefully secured prior to demolition and protected from damage. All existing**

fixtures are to be re-installed in the new ceiling. The contractor is to provide all work and materials required for re-installation. Field verify and coordinate Height of existing ceiling & match.

- c. **Provide New 12" Tall Halo-Lit Dimensional Letter Signage above new storefront on exterior of Mayor's Office to read "MAYOR PRESIDENT"** (also see attached spec section 10 14 00 - Signage)
- d. **Add Note to "THIRD FLOOR RENOVATION NOTES": NEW DIMENSIONAL LETTERS: DEMO EXISTING WALL SIGNAGE LIGHTING & PROVIDE NEW HALO-LIT DIMENSIONAL LETTERS ATTACHED TO NEW PANEL SYSTEM w/ CONCEALED WIRING CONNECTED TO EXISTING LIGHTING WIRING & CIRCUIT. PROVIDE ALL CONTROLS, POWER ADAPTERS / TRANSFORMERS AS REQUIRED FOR INSTALLATION & COORDINATE w/ PANEL SYSTEM MFR AS REQUIRED TO ENSURE ALL CLEARANCES FOR INSTALLATION.** (also (see attached spec section 10 14 00 - Signage)

10. SHEET A5.02:

- a. **Overall dimensions for the half-wall at the Metal Detector Entrance are approximately 20LF. All dimensions are required to be field verified and coordinated by Shop Drawing prior to wall fabrication.**

11. SPECIFICATIONS

- a. **Disregard all references to Additive Alternates. All Work is being provided under the Base Bid.**
- b. **Section 08 56 53 – Security Windows:** There are (4) 3070 new ballistic Level 3 single doors and (1) pair of 3'-0" doors custom-sized to match the existing ceiling height (between 8'-6" and 9'-0") to be included in the base bid.
 - i. **All doors are to be full-glazed, Level 3 Ballistic Rating with Narrow Stiles**
 - ii. **All doors are to be provided with manufacturer's recommended door hardware including Electric Latch Retraction (ELR) hardware to be tied-in to owner's access control and fire alarm systems.**
 - iii. **The pair of doors is to have one semi-operable leaf usually locked, exit only with concealed rods (no center mullion). The other operable leaf is to be operated by access control system.**
 - iv. **All of these doors are to be provided with electric circuit, wiring and wiremold trim as required by electrical contractor under the base bid. All wiring should be concealed above ACT ceilings, behind new wood wall panel system, and otherwise concealed where possible.**
 - v. **All existing rough opening sizes are to be field verified and coordinated with the ballistic storefront manufacturer prior to submitting shop drawings, and as required to ensure proper fit. All trim, brake metal, sealants, anchors, etc. are to be provided as required by the ballistic storefront manufacturer to maintain the indicated ballistic rating. Include all required accessories & trim in shop drawing submittal.**
- c. **Add Section 10 14 00 – Signage (attached)**

END OF ADDENDUM NO. 1

ATTACHMENTS:

- 1. Pre-Bid Meeting Minutes & Sign-in Sheet
- 2. Spec Section 10 14 00 - Signage

SECTION 10 14 00 - SIGNAGE

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Signage plaques.
- B. Pedestal Floor Signs
- C. Dimensional Letters

1.02 REFERENCE STANDARDS

- A. 36 CFR 1191 - Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities; Architectural Barriers Act (ABA) Accessibility Guidelines current edition.
- B. ADA Standards - 2010 ADA Standards for Accessible Design 2010.
- C. ICC A117.1 - Accessible and Usable Buildings and Facilities 2017.
- D. NFPA 170 - Standard for Fire Safety and Emergency Symbols 2021.

1.03 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements, for submittal procedures.
- B. Product Data: Manufacturer's printed product literature for each type of sign, indicating sign styles, font, foreground and background colors, locations, overall dimensions of each sign.
- C. Signage Schedule: Provide information sufficient to completely define each sign for fabrication, including room number, room name, other text to be applied, sign and letter sizes, fonts, and colors. Coordinate with architect through Shop Drawing process to finalize room and council member names, wall graphic artwork and all color and finish selections.
 - 1. When room numbers to appear on signs differ from those on drawings, include the drawing room number on schedule.
 - 2. When content of signs is indicated to be determined later, request such information from Owner through Architect at least 2 months prior to start of fabrication; upon request, submit preliminary schedule.
 - 3. Submit for approval by Owner through Architect prior to fabrication.
- D. Samples:
 - 1. Signage Plaques: Submit (3) samples of each type of sign, of size similar to that required for project, illustrating sign style, font, and method of attachment.
 - 2. Dimensional Letters: Submit (1) Full-sized Dimensional Letter, upper-case "C", of each size indicated. Provide min power source / controls as required to demonstrate lighting.
- E. Manufacturer's Installation Instructions: Include installation templates and attachment devices.
- F. Manufacturer's Qualification Statement.
- G. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
 - 1. See Section 01 60 00 - Product Requirements, for additional provisions.

1.04 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years of documented experience.

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Package signs as required to prevent damage before installation.
- B. Package room and door signs in sequential order of installation, labeled by floor or building.
- C. Store tape adhesive at normal room temperature.

1.06 FIELD CONDITIONS

- A. Do not install tape adhesive when ambient temperature is lower than recommended by manufacturer.
- B. Maintain this minimum temperature during and after installation of signs.

PART 2 PRODUCTS

2.01 MANUFACTURERS

A. Signage Plaques:

1. Cosco Industries (ADA signs); ADA Series 1: www.coscoarchitecturalsigns.com/#sle.
2. FASTSIGNS: www.fastsigns.com/#sle.
3. Substitutions: See Section 01 60 00 - Product Requirements.

B. Pedestal Floor Signs:

1. Basis of Design: Uline H-6329, 11x17 x 50" H
2. Any of the listed Manufacturers for Signage components under other headings
3. Substitutions: See Section 01 60 00 - Product Requirements.

C. Dimensional Letter Signs:

1. Cosco Industries; Cast Aluminum: www.coscoarchitecturalsigns.com/#sle.
2. FASTSIGNS: www.fastsigns.com/#sle.
3. Substitutions: See Section 01 60 00 - Product Requirements.

2.02 SIGNAGE APPLICATIONS

A. Accessibility Compliance: Signs are required to comply with ADA Standards and ICC A117.1, unless otherwise indicated; in the event of conflicting requirements, comply with the most comprehensive and specific requirements.

B. Signage Plaques: Provide a sign for every doorway, whether it has a door or not, not including corridors, lobbies, and similar open areas.

1. Sign Type: Flat signs with engraved panel media as specified.
2. Provide "tactile" signage, with letters raised minimum 1/32 inch (0.8 mm) and Grade II braille.
3. Character Height: 1 inch (25 mm).
4. Sign Sizes: 12 x18 inches, unless otherwise indicated.

C. Pedestal Floor Signs

1. Heavy Duty Black Metal Pedestal Floor Signs w/ 11x17 Black Metal holder
2. Provide (8) to Owner w/ custom full-color inserts printed on min 110 lb card stock
3. Sign holder rotates from portrait to Landscape position
4. Non-glare cover protection is integral to sign

D. Dimensional Letter Signs: Wall-mounted.

1. Interior (refer to drawings for sizes, locations and substrate):
 - a. Provide all mounting hardware, lighting controls, transformers, etc, as may be required to connect to existing wall lighting circuit.
 - b. Coordinate as required with Wall Panel Hanging system manufacturer to ensure wiring chases, clearances for mounting hardware, etc are maintained.

2.03 SIGNAGE PLAQUES

A. Signage media in aluminum frame.

1. Corners: Square.
2. Frame Finish: Black Anodized.
3. Wall Mounting of One-Sided Signs: Tape adhesive.

B. Color and Font: Unless otherwise indicated:

1. Character Font: Helvetica, Arial, Century Gothic, Futura or other sans serif font.
2. Character Case: Upper case only.
3. Background Color: TBD.

4. Character Color: Contrasting color TBD.
5. Size: 12" x 18"
6. Provide (11) Signage Plaques for installation at entrance doors to designate entry / exit only, employee only entrances, etc. All Signage Labels to be coordinated w/ Owner through Shop Drawings Process. Allow full range of text combinations in the base bid.

C. TACTILE SIGNAGE MEDIA at all Signage Plaques

1. Engraved Panels: Laminated colored plastic; engraved through face to expose core as background color:
 - a. Total Thickness: 1/8 inch (3 mm).
2. Applied Character Panels: Acrylic plastic base, with applied acrylic plastic letters and braille.
 - a. Total Thickness: 1/8 inch (3 mm).
 - b. Letter Thickness: 1/8 inch (3 mm).
 - c. Letter Edges: Square.

2.04 DIMENSIONAL LETTERS

A. Metal Letters:

1. Metal: Fabricated Stainless Steel, fabricated reverse channel.
2. Metal Thickness: 1".
3. Letter Height: 12"
4. Text and Typeface:
 - a. Character Font: Helvetica, Arial, Century Gothic Futura or other sans serif font.
 - b. Character Case: Upper case only.
 - c. "MAYOR PRESIDENT" (14 letters)
5. Finish: Brushed hairline 304, satin.
6. Mounting: Detachable Stud Mount with 1 1/2" standoff..
7. Illumination System: Halo-Lit w/ Diffused Lexan Backing, LED Color TBD
 - a. Provide products that are listed and labeled as complying with UL 879, where applicable.
 - b. Provide products with a removeable can to allow for servicing of LEDs.
 - c. Power: Connect to existing wall lighting being removed as part of the base bid for this project. Provide all required controllers, transformers, power supplies and installation kits as required for power provided.

2.05 ACCESSORIES

- A. Concealed Screws: Stainless steel, galvanized steel, chrome plated, or other non-corroding metal.
- B. Tape Adhesive: Double sided tape, permanent adhesive.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that substrate surfaces are ready to receive work.

3.02 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Install neatly, with horizontal edges level.
- C. Locate signs and mount at heights indicated on drawings and in accordance with ADA Standards and ICC A117.1.
- D. Re-install existing building plaques as directed by Architect.
- E. Protect from damage until Date of Substantial Completion; repair or replace damaged items.

END OF SECTION 10 14 00