

## ADDENDUM 1

Falmouth Head Start BP1 Public and Preliminary Site Work

May 21, 2025 .

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*This addendum contains changes to the requirements of the bidding Documents, Project Manual and Construction Drawings which have been issued to date. Such changes are to be incorporated into the Construction Documents and shall apply to the work in the same meaning and force as if they were included in the original documents. Wherever this Addendum modifies a portion of a paragraph of the Project Manual or a portion of any Drawing, the remainder of the paragraph or Drawing shall remain in force.*

### GENERAL

1. BP1 Prebid Meeting Minutes 5.15.2025

### SPECIFICATIONS

1. NA

### DRAWINGS:

**These 2 sheets have a significant area of changes.**

**We lowered the building by a half a foot to account for more shallow building pad and pavement and maintain cut/fill balance.**

**That caused surface changes and we had to lower most of the inlets that are around the building. Not a major change, but caused minor changes to most of these sheets so we are issuing them as full sheet changes.**

1. C300 Grading & EPSC Plan
  - a. Lowered Building Pad 6"
  - b. Adjusted some elevations
2. C405 Storm plan and Profile
  - a. Affects CO1 elevation
  - b. The remaining storm lines are in BP2 on this sheet

## PRE-BID MEETING MINUTES

Falmouth Head Start BP1 Public and Preliminary Site Work  
May 15, 2025 2:00 PM, @ 437 W 9th.

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### A. WELCOME

### B. INTRODUCTIONS

1. Owner – NKCAC: Laurie Wolsing, *Vice President for Children's Services*
2. Construction Manager– Browne: Nate Clayton, Tyler Powers
3. Architect – SHP: - Rochelle Heis
4. Civil Engineer – Abbie Jones Consulting: Joyce Followell

### C. OWNER MESSAGE

### D. PROJECT DESCRIPTION & SCOPE OF WORK

#### Bid Package 1 Public and Preliminary Site Work

- Public Concrete Road construction.
- ROW Shoulder and sidewalks construction.
- Sanitary, water piping and structures in the public right away to owner's property line
  - Sewer from Existing SSMH 319 to SSMH1
    - Sheet C401
  - Water from Existing to Blowoff Hydrant and service lateral under road to ROW
    - Sheet C403
    - Sheet C404 50'
  - ~~Gas and Com Cross overs under pavement and over crossovers.~~
- Restoration of public right away
- Demo, Cut and Grade owner's site
  - Demo a couple shed and outhouse, some trees to remain.
  - Shrubs/invasive brush to be demo
  - Pole to be excluded.
- Installation of SWPP , Maintenance until BP2 Takes over
- Construction detention pond and structures. Cut from pond to use on building pad
  - Storm Line C entirely
  - Storm Line D HW3 – Install temp DBI 6
  - Storm Line A HW1-CO1
- Stockpiling Top Soil for final site grade
- Seed and straw

#### Bid Package 2 Building Construction

- Building site utilities from ROW
  - Sewer service from Existing SSMH 319 to building Sheet C402
  - Water Service from ROW to building Sheet C404
- Storm Service
  - Storm Line A CO1- DBI 3
  - Storm Line B entirely
  - Storm Line D DBI 6 - DBI7
- Building sidewalks and Parking lot

- General Construction
- Maintenance of detention pond and SWPP
- Fence
- Final grade, Landscaping Seed and straw

**E. ALTERNATES, ALLOWANCES AND UNIT PRICES**

1. A \$20,000 Allowance will be provided for unforeseen conditions to be used at Owner discretion.

**F. BIDS DUE**

1. May 27, 2025, at 2:00pm.
  - a. Bids to be emailed to Tyler Powers ([tyler@brownee.com](mailto:tyler@brownee.com))
  - b. I would suggest sending bid with a read receipt, so you know we received it.
  - c. Private Bid Opening, Lowest and Best bid will be accepted
  - d. Post Bid Review following with intended NTP date Monday June 9, 2025
  - e. Questions and RFI to be directed to [Tyler@Brownee.com](mailto:Tyler@Brownee.com) by May 20, 2025

**G. OBTAINING PLANS AND SPECIFICATIONS**

1. Eastern Engineering Supply( Phipps Reprographics): 434 Scott Blvd, Covington, KY 41011, (859)261-1851

**H. DELIVERY METHOD**

1. BP 1 Public and Preliminary Site Work
2. BP 2 General Contractor
3. Work or Services by Others to be coordinated with
  - a. Technology Equipment
  - b. Security System
  - c. Playground FFE
  - d. Third Party Inspections including Geotech and concrete.

**I. MWBE PARTICIPATION**

1. This project has a 20.00% MBE Participation goal and a 5.00% WBE goal.
2. Contractors are to show a good faith effort in pursuit of MWBE Participation.
3. MBE and WBE Certifications are required with Bid.
4. If you are having trouble finding MWBE Participation, there is a list of state certified contractors on Ky website.
5. Ohio.MBE are acceptable, Cincinnati has a good list

**J. INSURANCE**

1. Contractors are to provide and maintain liability insurance. Contractor shall provide and maintain Employer's liability, Commercial General Liability Insurance at limits of the following:
 

a. Aggregate (except Products – Completed Operations Limit)	\$2,000,000
b. Products-completed operations Aggregate limit	\$2,000,000
c. Personal and Advertising Injury Limit	\$1,000,000
d. Each Occurrence Limit	\$1,000,000

**K. DAVIS BACON ACT**

1. This project has a federal interest, Davis Bacon rules apply.
2. WWW.SAM.GOV. click on wage determinations and search on public buildings in Pendleton County.
3. Prevailing wage required , certified payroll reports to be submitted

**L. REQUIRED POST BID SUBMITTALS**

1. Certificate of Insurance
2. Certificate of Workers Compensation:
3. Performance and Payment bonds:

**M. SPECIAL CONSIDERATIONS**

1. Tax Program
  - a. Owner may direct purchase material for tax savings.
  - b. A deduct change order will be issued for owner purchases.
  - c. Flow chart in addendum.

**N. STAGING, ACCESS, PARKING, USE OF FACILITIES**

1. Parking should be contained to our site, we will work with the city to see if we can park in the adjacent field.

**O. SAFETY**

1. Safety Plan: every company should have a safety plan to be reviewed with the Owners Rep and ABJ. and review with your contractors at Weekly Tool Box Meeting
2. PPE: Hard Hats, Safety Glasses, & Proper Attire are required

**P. COMPLETION TIME & PROJECT SCHEDULE**

1. Anticipated start June 6, 2025
2. Anticipated completion of building site grading and pad July 6, 2025
3. Anticipated completion of Public ROW work September 30, 2025

**Q. SITE TOUR**

1. Site is located on Klee way adjacent to the pharmacy, near Dollar Market store.

**R. QUESTIONS and CLARRIFICATIONS**

1. Will cad file be available for this project?
  - a. Yes. Cad will be available to the Awarded contractor
2. Is soils compaction testing included in the work to be excluded on page 22?
  - a. 3<sup>rd</sup> party Special Inspections will be contracted by owner
3. Has the KYDOT encroachment permit been obtained by the owner? Pg. 23
  - a. Documents have been submitted for permit. Expected by May 27
  - b. A KYDOW permit is needed and has been submitted for, not KYDOT.
4. How will soils remediation due to potential for fatty clays be handled? Suggest change order due to the uncertainty.
  - a. As per scope of work, include \$20,000 allowance for unforeseen conditions
  - b. Fatty soils were not tested for.
5. Please elaborate on the schedule. Only giving a week and a half from bid date to be mobilized and working?
  - a. We want to mobilize and break ground as soon as Contract is executed
6. Is it a completion date contract or working day?
  - a. Completion
7. Page 12 indicates bids are to be emailed. Please confirm email address they are to be sent to.
  - a. Tyler@brownee.com
8. Please confirm topsoil is to be stockpiled onsite for application by another contractor.
  - a. Yes

9. Burning onsite per pg. 223 of spec book is not allowed. Please confirm.
- a. controlled burns are allowed as long as:
- The weather conditions are right,
  - Water source is available and
  - 150' from structures or tree line
  - Call in before start before burn and after completion 859.654.3300
10. Per the grading/drainage notes on plans #8 states excess material can be wasted onsite however note #33 contradicts this. Please advise. I know this job is an import job but just for full clarity in case have pipe spoils etc.
- a. The grading plan is a balanced site.
11. Per page 19 are we to assume the following items are NOT included in this contract:
- Erosion control devices other than temporary seed and straw.
- a. Incorrect – a silt fence, inlet and outlet protection in the detention basin are required.
- Stone, Asphalt & concrete paving other than the public road construction.
- a. Confirmed.
- Please confirm the boundaries for the sidewalk, curb and public road work are per the limits of prior ROW dedication as shown on C-100.
- a. Confirmed.
12. What is the sub base thickness? 6"
- a. 6"
13. What is the slab thickness?
- a. 4"



NORTHERN  
KENTUCKY  
Community  
Action  
Commission



Head  
Start

Northern Kentucky Community Action Commission Head Start

Attendance Form

Name of Event/Meeting: B11 FAREB10 meeting Location Newport Annex

Date of Meeting: 200 Time May 15, 2025 Day  Date

Name Phone

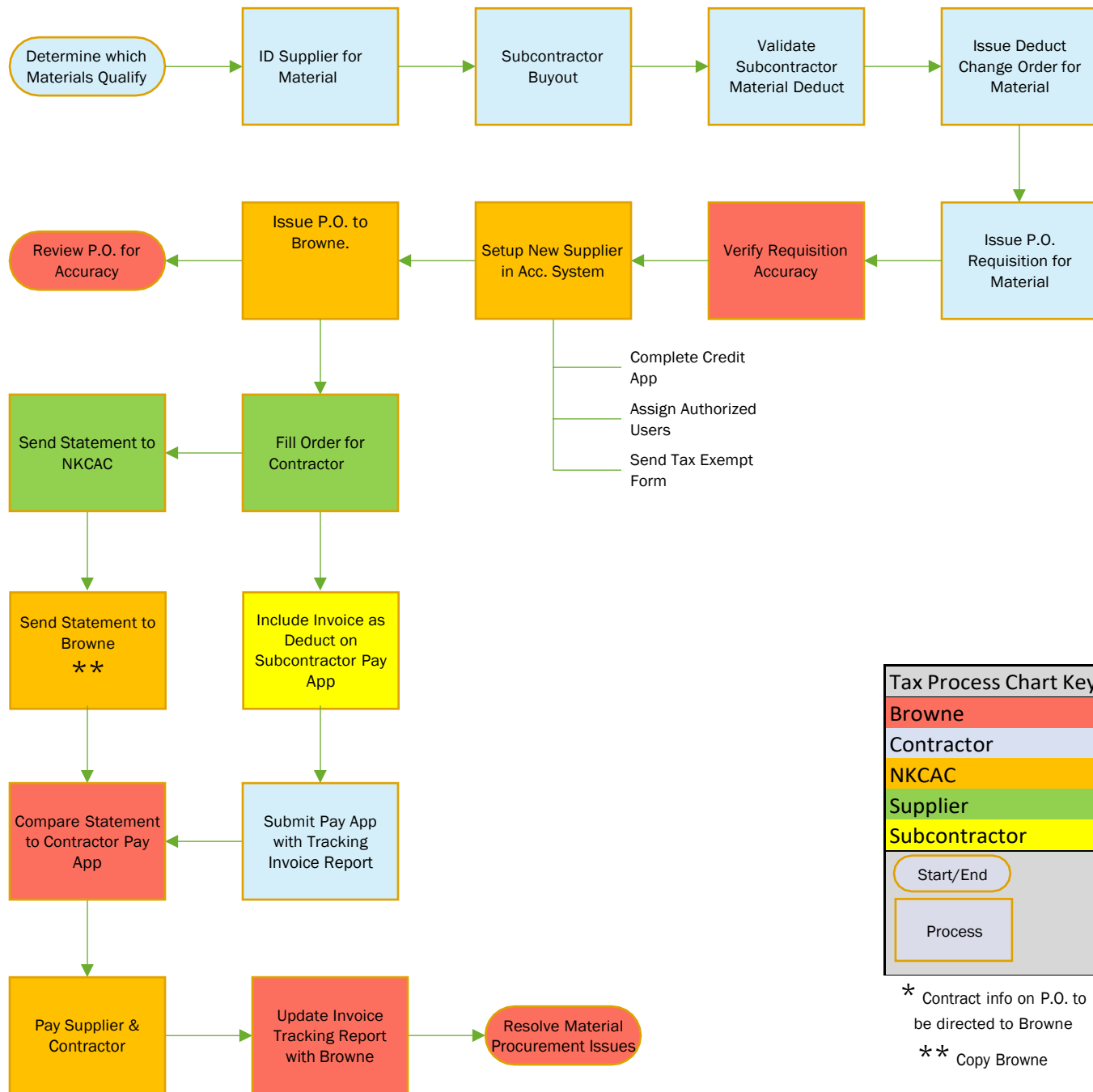
Representing/Title Email

Home County

1. Stephanie Jefferson 859.322.7023 Jefferson Contracting Boone [ ]Campbell [ ]Kenton [ ]Pendleton
2. Linda Hale 859.821.6331 Hale Contracting Boone [ ]Campbell [ ]Kenton [ ]Pendleton
3. Ray Hale " " " Boone [ ]Campbell [ ]Kenton [ ]Pendleton
4. Rebbi Allender 513.283.5039 Allender Enterprises Boone [ ]Campbell [ ]Kenton [ ]Pendleton
5. Joyce Follwell 859.319-9915 Abbie Jones Consulting Boone [ ]Campbell [ ]Kenton [ ]Pendleton
6. Rochelle Hise 513.581.2112 Joyce Follwell @ abbie-jones.com Boone [ ]Campbell [ ]Kenton [ ]Pendleton
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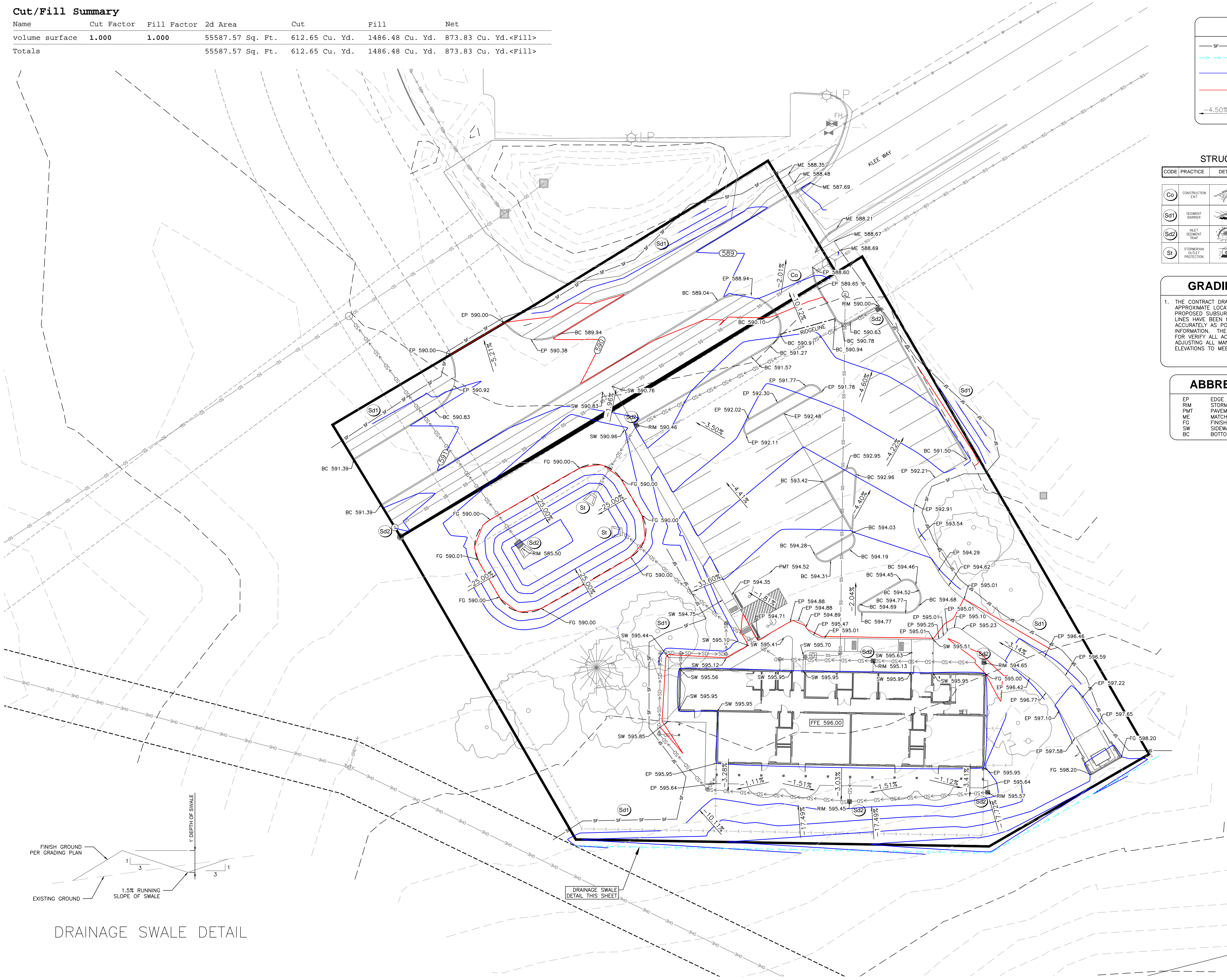
# Northern Kentucky Community Action Commission

## Material Tax Exempt Process



Cut/Fill Summary

Name	Cut Factor	Fill Factor	2d Area	Cut	Fill	Net
volume surface	1.000	1.000	55587.57 Sq. Ft.	612.65 Cu. Yd.	1486.48 Cu. Yd.	873.83 Cu. Yd.<Fill>
Totals			55587.57 Sq. Ft.	612.65 Cu. Yd.	1486.48 Cu. Yd.	873.83 Cu. Yd.<Fill>



LEGEND:

- SF SILT FENCE
- SWALE AND FLOW DIRECTION
- PROPOSED MINOR CONTOUR (1' INTERVAL)
- PROPOSED MAJOR CONTOUR (5' INTERVAL)
- PROPOSED OVERLAND SLOPE AND DIRECTION

STRUCTURAL PRACTICES

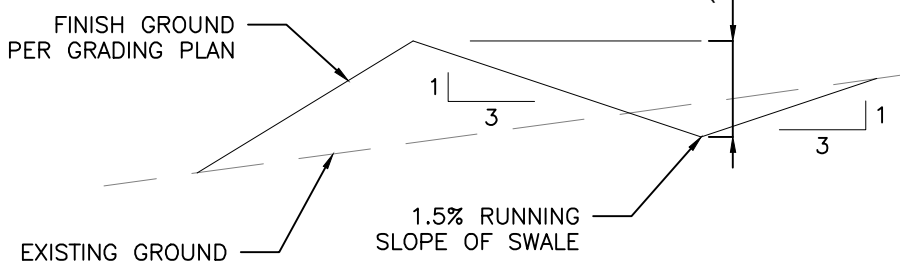
CODE	PRACTICE	DETAIL	MAP SYMBOL	DESCRIPTION
Co	CONSTRUCTION EXIST			A crushed stone pad located at the construction site exit to provide a place for removing mud from tires thereby protecting public streets.
Sd1	SEDIMENT BARRIER			A barrier to prevent sediment from leaving the construction site. It may be sandbags, bales of straw or hay, brush, logs and poles, gravel, or a silt fence.
Sd2	INLET SEDIMENT TRAP			An impounding area created by excavating around a storm drain drop inlet. The excavated area will be filled and stabilized on completion of construction activities.
St	STORMWATER OUTLET PROTECTION			A paved or short section of riprap (5"x5" min.) channel at the outlet of a storm drain system preventing erosion from the concentrated runoff.

GRADING NOTES:

- THE CONTRACT DRAWINGS SHOW THE APPROXIMATE LOCATION OF EXISTING AND PROPOSED SUBSURFACE UTILITY LINES. THESE LINES HAVE BEEN IDENTIFIED AND LOCATED AS ACCURATELY AS POSSIBLE USING AVAILABLE INFORMATION. THE CONTRACTOR IS RESPONSIBLE FOR VERIFY ALL ACTUAL UTILITY LOCATIONS AND ADJUSTING ALL MANHOLE AND INLET RIM ELEVATIONS TO MEET FINISHED GRADES.

ABBREVIATIONS:

- EP EDGE OF PAVEMENT
- RIM STORMWATER INLET RIM
- PMT PAVEMENT
- ME MATCH EXISTING
- FG FINISHED GROUND
- SW SIDEWALK
- BC BOTTOM OF CURB



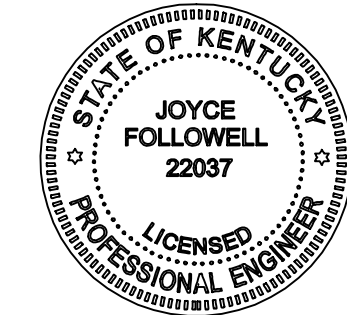
DRAINAGE SWALE DETAIL

FALMOUTH NKCAC  
LOCATED AT: KLEE WAY, FALMOUTH 41040  
PENDLETON COUNTY

CLIENT: NKCAC, 717 MADISON AVE, COVINGTON, KY 41011  
OWNER: CITY OF FALMOUTH

REV #	DESCRIPTION	DATE
01	UPDATE SHEETS C-300 & C-405	06/20/2025

**Abbie Jones Consulting**  
ABBIE JONES CONSULTING  
1022 FONTAINE ROAD  
LEXINGTON, KY 40502  
WWW.ABBIE-JONES.COM  
859.339.3443

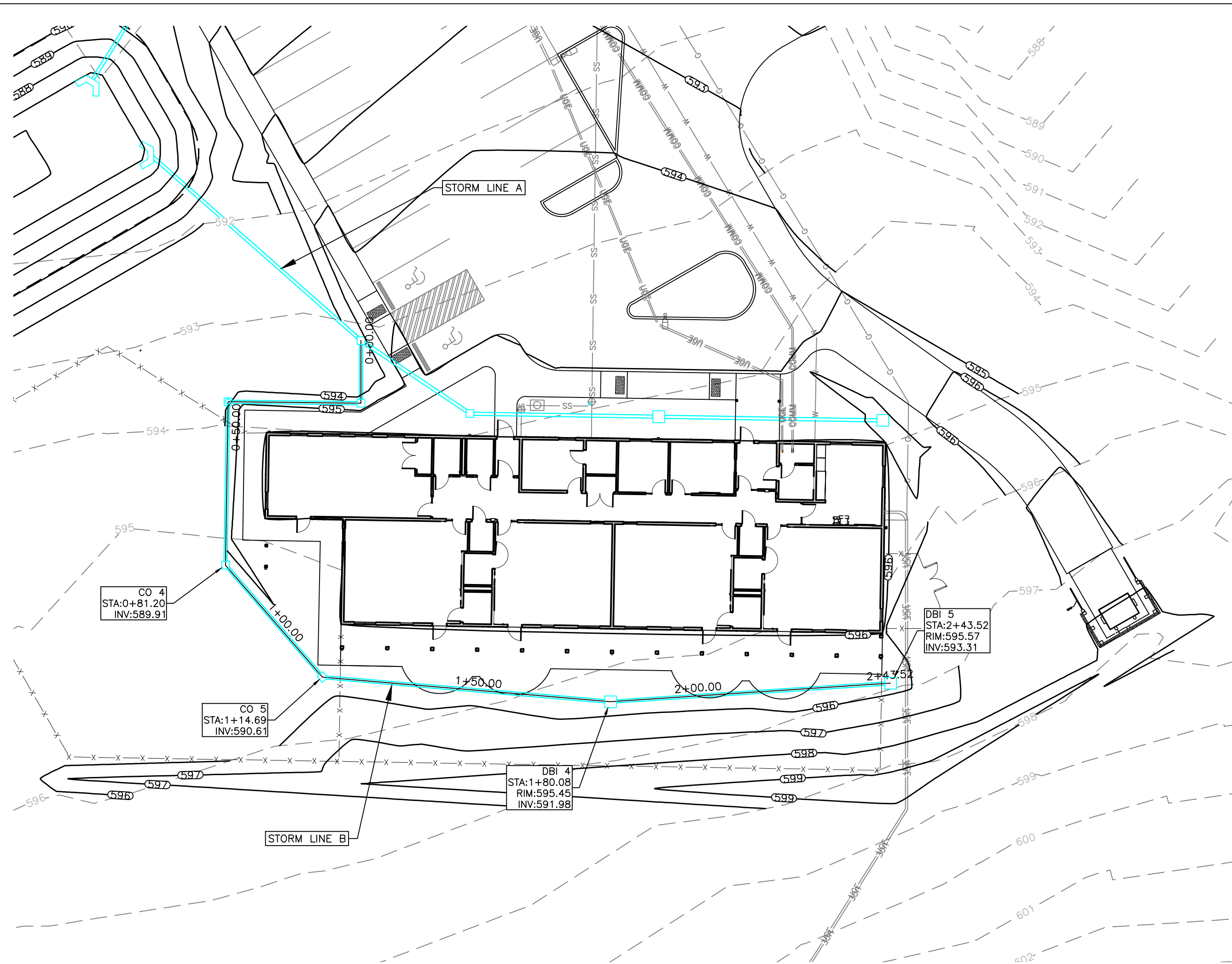
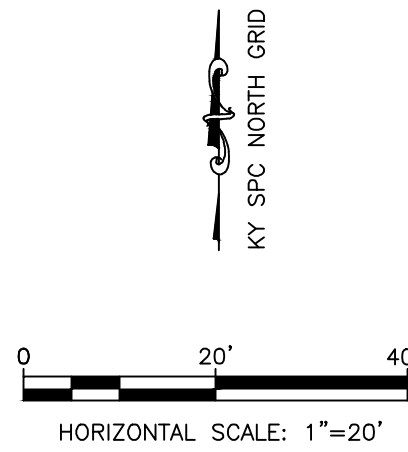
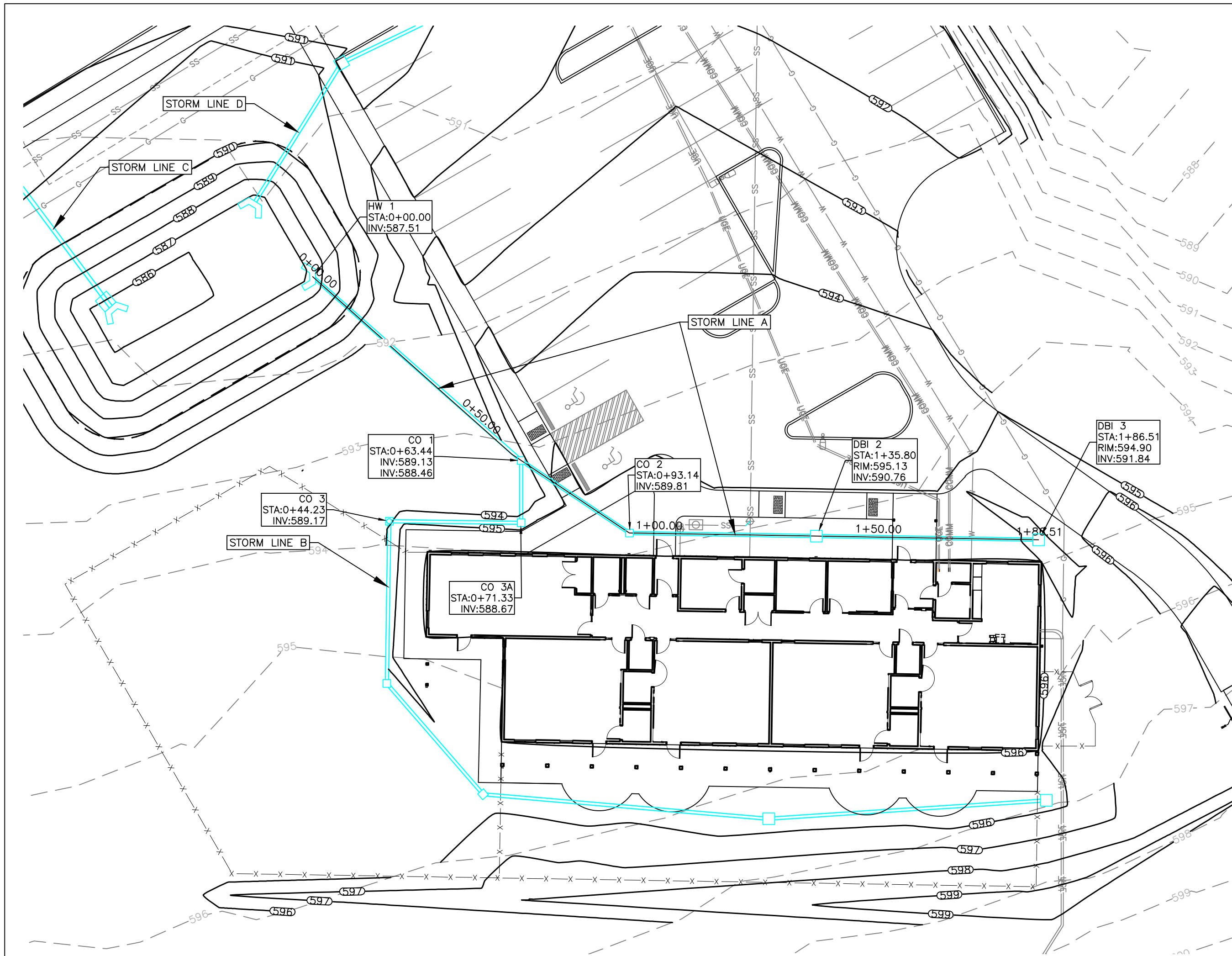


DRAWN BY: JBH  
CHECKED BY: JAF  
APPROVED BY: AMJ  
PROJECT: 2024-065  
SCALE: 1"=20'  
DATE: 05/20/2025

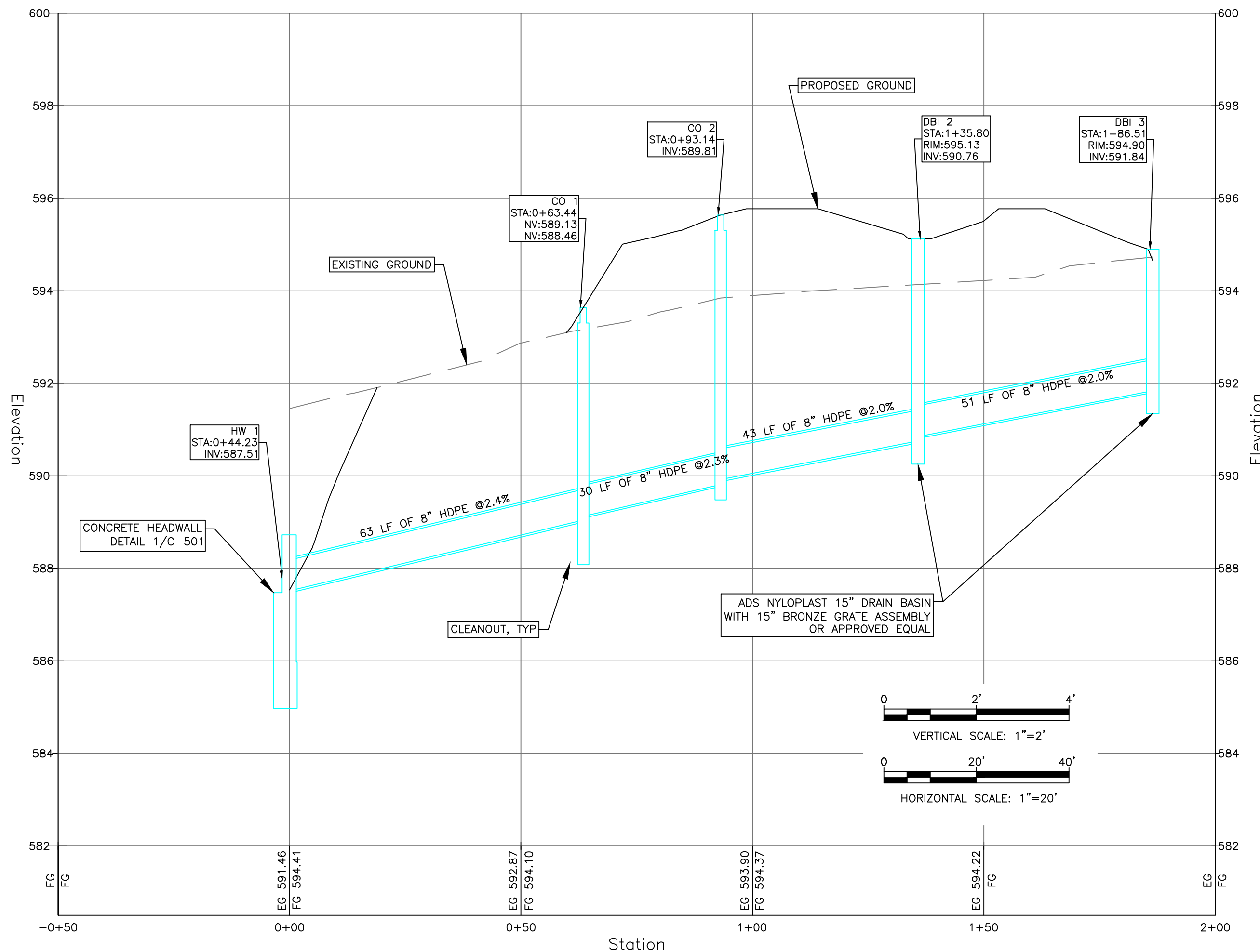
BID SET

GRADING &  
EPSC PLAN

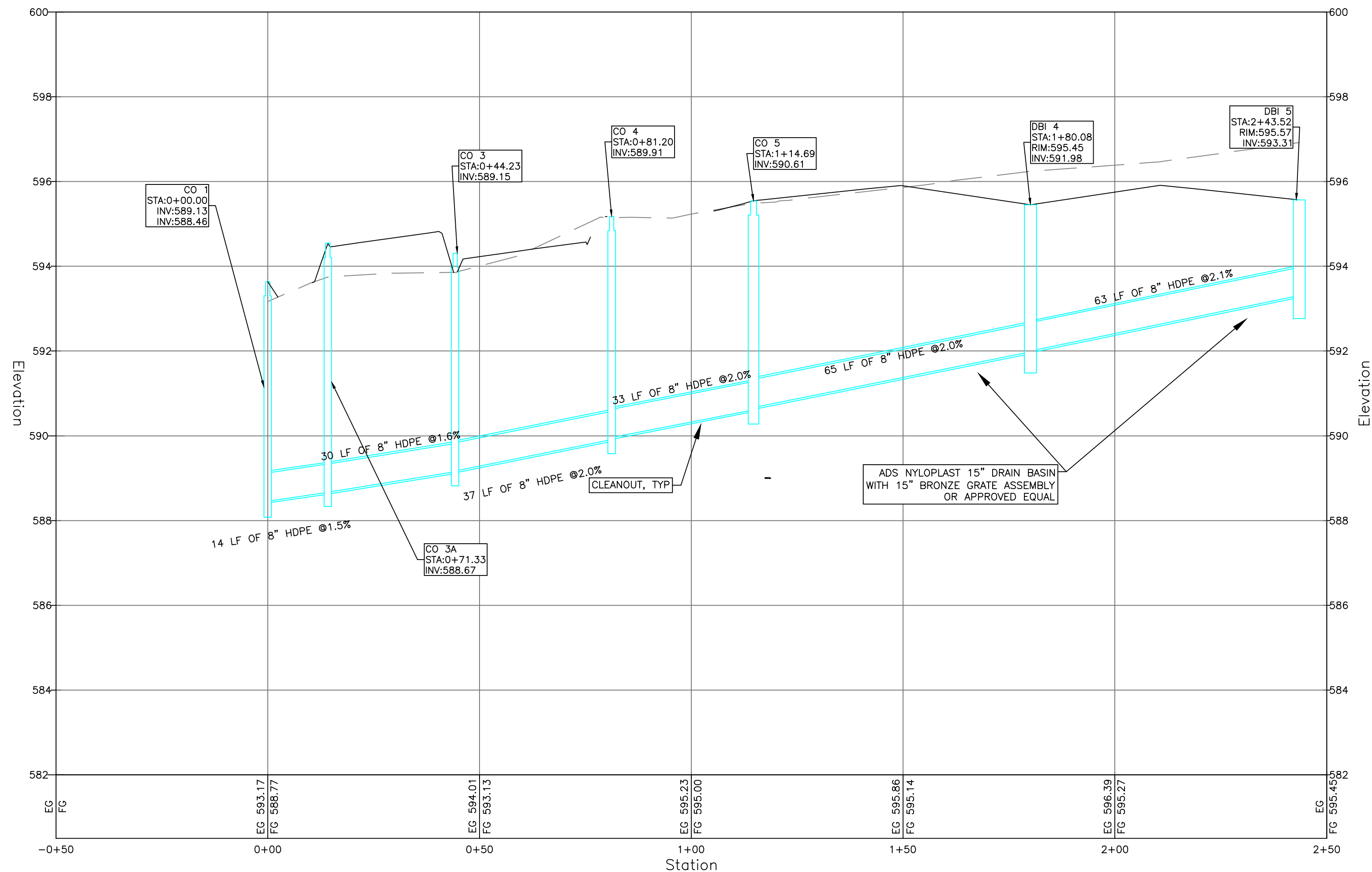
C-300



Profile View of STORM LINE A



Profile View of STORM LINE B



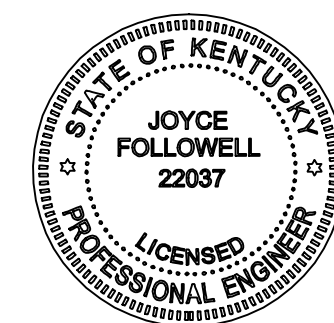
# FALMOUTH NKCAC

LOCATED AT: KLEE WAY, FALMOUTH 41040  
PENDLETON COUNTY

CLIENT: NKCAC, 717 MADISON AVE, COVINGTON, KY 41011  
OWNER: CITY OF FALMOUTH

REV #	DESCRIPTION	DATE
01	UPDATE SHEETS C-300 & C-405	05/20/2025

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859.559.3443



DRAWN BY: JBH  
CHECKED BY: JAF  
APPROVED BY: AMJ  
PROJECT: 2024-065  
SCALE: 1:20  
DATE: 05/20/2025

BID SET

STORM  
PLAN AND  
PROFILE

C-405