

# Hite associates

ARCHITECTURE / PLANNING / TECHNOLOGY

## PRE-BID MEETING / ADDENDUM NO. 1

May 9, 2023

Project: **Morehead Middle School Window Replacement**  
Carteret County Schools

**TO: ALL BIDDERS**

*The following items clarify, add to, delete from, and / or otherwise change and supersede information previously issued to you in the bidding documents for the referenced project. Please read them carefully and adjust your bid accordingly.*

*Please note that addendums, and all revised documents are available via Hite Associates website [www.hiteassoc.com](http://www.hiteassoc.com) under the "Contractor Resources" link.*

### PRE-BIDS MEETING ATTENDEES:

Name	Firm	Email
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**ADDENDUM NO. 1**

**PRE-BID MEETING MINUTES:**

1. Working hours during the school year August 20<sup>th</sup> 2023 to June 10<sup>th</sup> 2024 are all hours EXCEPT during school from 7 am to 3 pm Monday through Friday. Renovated spaces shall be left complete for use each school day at 7 am. Additional daytime work allowed during holidays and fall and spring breaks.
2. All areas and surface that are disturbed shall be patched and touched up to original condition.
3. HITE will post photos on website (New plans are also original plans).
4. NO deliveries to school allowed unless contractor personnel are on site to receive.
5. Material storage area is rear corner of bus lot.
6. Hardware requirements were discussed. Permanent key cores will be provided by CCS.
7. Window blinds at "long" windows are to be removed and replaced.
8. Meeting was adjourned to walk the school for additional questions.

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1. FORM OF PROPOSAL is revised to omit the Alternate to provide new exterior aluminum and glass doors. New doors are part of the Base Bid.
2. Working hours during the school year August 20<sup>th</sup> 2023 to June 10<sup>th</sup> 2024 are all hours EXCEPT during school from 7 am to 3 pm Monday through Friday. Renovated spaces shall be left complete for use each school day at 7 am. Additional daytime work allowed during holidays and fall and spring breaks.
3. All areas and surface that are disturbed shall be patched and touched up to original condition.
4. Project photos and original plans are posted on website for information.
5. NO deliveries to school will be allowed unless contractor personnel are on site to receive.
6. Material storage area is designated to be the rear corner of bus lot.
7. Permanent key cores will be provided by CCS.
8. Window blinds at "long" windows are to be removed and replaced.
9. Additional drawing details are provided on attached drawing sheet A-101 (revised).
  - a. Detail "A" indicates all "long" windows are to receive 0.32" matching aluminum sill covers, to wrap the existing concrete sills. In addition, the 5" wide framing is to align with the existing window profile on the outside, and will protrude beyond the wall face on the inside. The protrusion is to be flushed out with Citadel "Glazeguard 1000WR+" panels, cut to fit, or 4" width otherwise, and framed with "J" beads.
  - b. Detail "B" indicates additional blocking required to lower the new framing to meet the existing aluminum soffit. Aluminum trim closures will be required on inside face as shown.

**ADDENDUM NO. 1**

- c. Detail "C" shows typical high window condition and 0.32" sill flashing required, and Citadel "Glazeguard 1000WR+" panels, cut to fit and framed with "J" beads.
- d. Detail "D" shows jamb condition required at 4" tube steel columns, with 0.32" column covers and Citadel "Glazeguard 1000WR+" panels, cut to fit and framed with "J" beads.
- e. Detail "E" shows sill condition at gymnasium building. Existing concrete sills are to be removed flush with wall and covered with sill flashing.
- f. Drawing A-101 is revised to include operable window elevations, details referenced above, typical single and pair of doors elevations, and door schedule.

END OF ADDENDUM NO. 1



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James G. Hite, AIA, Project Architect  
Hite Associates, PC

BIDDERS PLEASE NOTE THAT REFERENCED REVISED DOCUMENTS AND DRAWING REVISIONS ARE MARKED AS SUCH ON THE REVISION BLOCK ON THE PLANS AND ARE TO BE ACCESSED ON THE HITE ASSOCIATES WEBSITE.

Revised / Added Documents:

Form of Proposal (eliminated the Alternate for new doors – now in Base Bid)  
A-101 (revised)

cc: All Bidders / Richard Paylor / Kenny Pedersen / Tom Owens  
dist.: JGH / RBE / WP / File: Bids & Addenda