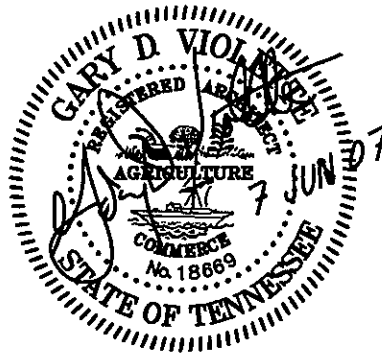


7 June 2007

FAMILY LIFE CENTER  
HILLDALE BAPTIST CHURCH  
CLARKSVILLE, TENNESSEE



#### **ADDENDUM NO. ONE**

TO PLANHOLDERS: This addendum is issued to modify the original Project Drawings and Project Manual, and is hereby made part of the contract documents. Please attach this addendum to the Project Manual in your possession. Review changes to each portion of the work, as changes of one portion may affect the work of another.

#### **PROJECT MANUAL**

##### **ITEM 1.**

OWNER'S INSTRUCTIONS TO THE ARCHITECT; Add the form attached hereto.

##### **ITEM 2.**

SUPPLEMENTAL General conditions, contractor; Add the following:

"Taxes

Supplement to Article 3.6.1 of the AIA General Conditions: Sales Tax shall be calculated and applied to consumable materials used in the Work but not specifically identified in the Schedule of Values. Tennessee Sales Tax shall not be calculated for and applied to the cost of major materials, equipment and systems identified in the Schedule of Values.

3.6.2 The Contractor shall act as the Owner's representative so that practical Tennessee sales tax savings are derived from the Owner's status as a tax-exempt organization. The Contractor, Subcontractors, and Sub-subcontractors shall perform services and/or provide materials to the Owner without the payment of Tennessee sales tax thereon. The Owner shall indemnify the Contractor, Subcontractors and Sub-subcontractors if Tennessee sales taxes are levied upon such services or materials."

##### **ITEM 3.**

SUPPLEMENTAL GENERAL CONDITIONS; Add the following:

"APPLICATIONS FOR PAYMENT

Supplement to Article 9.3.1 of the AIA General Conditions:

Contractor, Subcontractor and Sub-subcontractors shall provide copies of Purchase Orders for major materials as shown in the Schedule of Values prior to each Application. These Purchase Orders shall be tabulated on the Owner's Purchase Order form for transmittal with each payment. A deductive Change Order adjusting the Contract Sum in the corresponding amount shall be executed upon payment by the Owner. Transfer of the Orders to the Owner and direct payment therefor shall not relieve the Contractor of responsibility for verifying correct quantities, timely delivery, handling, satisfactory conditions of services and/or materials, warranty coverage and other requirements. The Owner shall be the sole beneficiary of savings derived from the Owner's tax-exempt status. Transfer of savings or other benefits to Others shall not be permitted."

##### **ITEM 4.**

SECTION 02280 TERMITE CONTROL; Delete this Section in its entirety. Clarification: The Owner shall provide Termite Control. Contractor shall coordinate schedule of treatment With Owner's Representative.

ITEM 5.

SECTION 03020 - CONCRETE, PART 1 - GENERAL, QUALITY ASSURANCE, Testing Services; Delete References to: "Owner" and substitute therefor: "Contractor". Clarification: Testing Services & Special Inspections are the responsibility of the Contractor.

ITEM 6.

SECTION 04200 - UNIT MASONRY, PART 1 - GENERAL, QUALITY ASSURANCE; Add the following: "Field Engineering & Special Inspections: Provide Verification and Inspection of Masonry Construction as Required by Section 1704.5 and Table 1704.5.1 (Level 1 Special Inspection) of the International Building Code, 2003 Edition.

ITEM 7.

SECTION 05120 - STRUCTURAL STEEL, PART 1 - GENERAL, QUALITY ASSURANCE; Clarification: Special Inspections are the responsibility of the Contractor.

ITEM 8.

SECTION 10500 - METAL LOCKERS, PART 2 - PRODUCTS, Acceptable Manufacturers; Add the Following: "Republic Storage Systems, Canton, OH; Fax 330.454.7772".

ITEM 9.

SECTION 11040 - PREFABRICATED ALUMINUM CROSS, PART 2 - PRODUCTS, Contact; Delete references to: "Dave Dernier". Substitute therefore: "Dave Manning".

**DRAWINGS**

ITEM 10.

SHEET C001 - SITE LAYOUT & DETAILS, A1 - SITE LAYOUT; Delete Reference to 02280A TERMITE CONTROL. Clarification: The Owner will provide Termite Control. Contractor shall coordinate schedule of treatment With Owner's Representative.

ITEM 11.

SHEET C001 - SITE LAYOUT & DETAILS, A1 - SITE LAYOUT; Delete references to: "NOTE 2" at North & South ends of the building. Substitute therefore: "NOTE 6".

ITEM 12.

SHEET A002 - WALLTYPES & DETAILS, DETAILS A4, A8, G8, L8 & P8; Delete references to: "18 gage". Substitute therefor: "20 gage".

ITEM 13.

SHEET A101 - FLOOR PLAN - PART A, Aerobics 124; Delete references to: Wall Type Tag "A1". Substitute therefore: Wall Type Tag "D4". Refer to SD1 - Supplemental Floor Plan" Attached hereto.

ITEM 14.

SHEET A206 - WALL SECTIONS AND DETAILS, A1-SECTION @ RACQUETBALL; Delete references to: "18 GA.". Substitute therefor: "20 GA.".

ITEM 15.

SHEET A301 - LARGE SCALE FLOOR PLANS & SPECIALTIES, A1 PLAN - MEN 117, LOCKERS 118, SHOWER 119, SHOWER 123, WOMEN 124, & LOCKERS 125; Add "G4" to empty Wall Type Tag in SHOWER 119.

ITEM 16.

SHEET A302 - CABINETRY & SPECIALTIES, A1 PLAN - PARTY 103, D1 PLAN - AEROBICS 104 & G1 PLAN - SENIORS 202; Add Specialty Tag "B11". Coordinate location w/ Architect.

ITEM 17.

SHEET S101 - Relocate Detail Tag "12/S302" located at sheet coordinate J,11 below column line 2.1. Clarification: 8" block & 4" brick occur along that line from column lines 1 to 2.2 and from 9.1 to 10.

ITEM 18.

SHEET A401 - FRAMING DETAILS, DETAIL 5 - TRACK FRAMING @ UPPER FLOOR; Delete references to " 6" " Studs. Substitute therefor: " 10" " Studs.

ITEM 19.

SHEET E203 - MEZZANINE LEVEL POWER PLAN; Delete the three (3) duplex outlets located on the West side of Track M02.

**END OF ADDENDUM NO. ONE**



# AIA® Document G612™ – 2001 Part B

## Owner's Instructions to the Architect Part B

### Part B

**OWNER (Name and address):**  
Hilldale Baptist Church  
2001 Madison Street  
Clarksville, Tennessee 37043

**Date:** 5 June 2007  
**Project Title:** Family Life Center  
**Project Number:** 0513 /

**ARCHITECT (Name and address):**  
Violette Architecture Interior Design  
103 Marion Street  
Clarksville, Tennessee 37040

**NOTATION TO OWNER**—In consultation with your attorney and other appropriate advisors, complete this form, which will provide your instructions regarding requirements for Contract Documents for this Project. Please return the completed form to your Architect. After reviewing your instructions, the Architect will proceed with the preparation of construction-related documents. Please respond to every question.

**1. Certificates and Forms**

Will certificates of insurance, per Section 11.1.3 of AIA Document A201-1997, be on ACORD Form 25-S, supplemented by AIA Document G715, Supplemental Attachment?  Yes  No  
If no, attach a sample of the required form(s).

**2. Contractor's liability insurance**

Specify the minimum limits of insurance described in Section 11.1.2 of AIA Document A201-1997.

**a. Workers' compensation insurance**

*(Note: Workers' compensation is generally required by statute in most states, with several important exceptions. Exceptions depend upon the occupation or the minimum number of workers employed by that business. The Owner can mandate workers' compensation insurance even for those businesses that are exempt by requiring Voluntary workers' compensation as noted below. In addition to each state having applicable workers' compensation laws, federal and foreign laws may apply to the Contractor's or Subcontractor's employees. Where the Work includes construction involving the following categories, specific coverage may be required for maritime work, longshoremen, harbor work, work at or outside U.S. boundaries, and benefits required by labor union contracts. Please note such requirements below or by separate attachment.)*

Are limits in excess of those required by statute to be provided?  Yes  No

If so, limits for such insurance shall be as follows: \$

\$100,000.00	Each accident
\$500,000.00	Disease, policy limit
\$100,000.00	Disease, each employee

Voluntary workers' compensation (by any exempt entities):

Will private entities exempt from coverage on account of the number of employees or occupation maintain voluntary compensation coverage at the same limits specified for mandatory coverage?  Yes  No

If so, indicate dollar limits of coverage below:

\$100,000.00	Each accident
\$500,000.00	Disease, policy limit
\$100,000.00	Disease, each employee

**b. Commercial general liability insurance**

Will commercial general liability insurance, including coverage for premises operations, independent contractors' protective, products completed operations, contractual liability, personal injury and property damage (including coverage for explosion, collapse and underground hazards) be required of the Contractor?  Yes  No

If so, indicate dollar limits of coverage below:

\$1,000,000.00 Each occurrence  
\$2,000,000.00 General aggregate  
\$1,000,000.00 Personal and advertising injury  
\$2,000,000.00 Products completed operations aggregate

Will the policy be endorsed to have the general aggregate per Project?  Yes  No

If so, state the general aggregate amount. \$0.00

Will the Contractual liability insurance include coverage sufficient to meet obligations equivalent to those stipulated under Section 3.18 AIA Document A201, 1997 edition?  Yes  No

If no, specify the coverage desired.

Will products and completed operations insurance shall be maintained for a minimum period of at least

( 2 ) year(s) after either 90 days following Substantial Completion or final payment, whichever is earlier?  Yes  No

If no, specify.

How much automobile liability insurance (owned, non-owned and hired vehicles) for bodily injury and property damage is required?

\$1,000,000.00 Each occurrence

**c. What will be the umbrella or excess liability limit? \$2,000,000.00**

\$0000.00 Over primary insurance

\$10,000.00 Retention for self-insured hazards, each occurrence

**d. What will be the aircraft liability (owned and non-owned), when applicable? (Select one)**

With limits proposed by the Contractor for the Owner's approval

With the following limits:

(1) Bodily injury:

\$0.00 Each person

\$0.00 Each occurrence

(2) Property damage:

\$0.00 Each occurrence

**e. What will be the watercraft liability (owned and non-owned), when applicable? (Select one)**

With limits proposed by the Contractor for the Owner's approval

With the following limits:

(1) Bodily injury:

\$0.00 Each person

\$0.00 Each occurrence

(2) Property damage:

\$0.00 Each occurrence

**f. Will there be other contractor's liability insurance?  Yes  No**

If so, describe.

Are any revisions required with regard to hazardous substances or other items, or the Architect's role with regard to the same items?  Yes  No

If so, provide exact written language for insertion into Supplementary Conditions.

**3. Owner's liability insurance**

Per Section 11.2 of AIA Document A201, 1997 edition, will the Owner maintain its usual liability insurance?  Yes  No

If no, please specify scope of the Owner's liability insurance as you wish to see it described in the conditions of the Contract.

**4. Project management protective liability insurance**

Will the Contractor be required to provide project management protective liability insurance?

Yes  No

If so, it shall have the following limits:

(a) Bodily injury:	\$0.00	Each occurrence
(b) Property damage:	\$0.00	Each occurrence
(c) Aggregate limit, bodily injury and property damage:	\$0.00	

**5. Property insurance**

(a) Will the Owner purchase builder's risk coverage with special causes of loss (including coverage for all material and equipment to be incorporated or used in the Project when stored off-site or in transit)?  Yes  No

(Note: If you answered no to the above question, see question 5i.)

If so, identify the type of form used for the policy:

Completed Value  
 Reporting  
 Other (Specify).

(b) What will be the monetary limits of insurance?

Contract Sum, including future amendments  
 Other amount (Specify).

(c) Will any of the following named perils be required, either by specific endorsement or separate policies?

Yes  No

If so, identify below:

Government ordered demolition  Earthquake  Flood

(d) If the Owner provides property insurance, will it be written with a deductible?  Yes  No

If so, identify below:

a deductible of not more than \$0.00 (aggregate) or  
 a deductible of not more than \$1,000.00 per occurrence.

Will there be an aggregate deductible applicable to the entire Project?  Yes  No

If no, provide description of portions of Project subject to an aggregate deductible.

(NOTE: If coverage for alterations and additions to existing structures is to be included under the Owner's existing coverage, specific instructions should be included under Item 6 below.)

(e) Should the property insurance required by Section 11.4 of AIA Document A201, 1997 edition, cover machinery, tools or equipment owned or rented by the Contractor that are utilized in the performance of the Work, but not incorporated into the permanent improvements?  Yes  No

(f) Will the Owner provide boiler and machinery insurance?  Yes  No

If so, specify the limits and objects to be insured:

(g) Will the Owner provide loss of use insurance?  Yes  No

The Contractor shall provide this insurance with limits of \$0.00.

(h) List any additions/modifications to the specified coverages:

(i) If you answered no to question 5a, will the Contractor be required to carry builder's risk with special causes of loss form property insurance?  Yes  No

Will the limits of such insurance be the Contract Sum, including future amendments?

Yes  No

If so, will the limits of such insurance also include the value of separate contracts and Owner-furnished items?  Yes  No

Will there be any dollar limits of insurance for Contractor provided property insurance?

Yes  No

If so, state how much. \$0.00

Will the Owner provide partial property insurance?  Yes  No

If so, specify scope limits:

Can the Contractor, at the Contractor's own expense, provide insurance coverage for materials stored off the site after written approval of the Owner at the value established in the approval, and also for portions of the Work in transit until such materials are permanently attached to the Work?  Yes  No  
If no, specify how you wish insurance on materials off the site to be handled.

If the Owner is damaged by the failure of the Contractor to purchase and maintain property insurance without so notifying the Owner in writing, will the Contractor be required to bear all reasonable costs attributable thereto?  Yes  No

Will the Contractor be responsible for deductibles?  Yes  No

Shall Contractor provided property insurance be written with a specified maximum deductible per occurrence?  Yes  No

If so, specify the maximum deductible. \$0.00

Specify special instructions for Contractor provided property insurance.

**6. Other instructions related to bonds or insurance**

*(If none, please indicate.)*

Are any special coverages required with regard to alterations or additions to existing structures?

Yes  No

Are any revisions required with regard to hazardous substances or other items, or the Owner's, Contractor's or Architect's role with regard to the same items?  Yes  No

If so, provide exact written language for insertion into Supplementary Conditions.

**7. Bonds**

Are performance bonds and payment bonds required?  Yes  No

(a) If so, the required bonds shall be in the amount of *(Select one option for each bond):*

Performance	<input checked="" type="checkbox"/> 100% of Contract Sum	<input type="checkbox"/> 0.00% of Contract Sum	<input type="checkbox"/> \$0.00
Payment	<input checked="" type="checkbox"/> 100% of Contract Sum	<input type="checkbox"/> 0.00% of Contract Sum	<input type="checkbox"/> \$0.00

(b) If so, the form of bonds shall be:

AIA Document A312

Other

*(If other, describe and furnish sample copy if available)*

(c) Special instructions:

Mike Harrison  
Owner's Representative

Mike Harrison  
By

06/06/07  
Date

