

**ADDENDUM NO. 1**  
**to Specifications and Contract Documents for**  
**WINCHESTER CITY HALL RENOVATIONS**  
**at WINCHESTER, TENNESSEE**

February 27, 2026

This Addendum forms a part of the Proposal and modifies the original Specifications and Contract Documents as noted below. Acknowledge receipt of this Addendum in the space provided on Page 1 of the Proposal. Failure to do so may subject bidder to disqualification.

Additions and deletions to the Specifications and Contract Documents will be indicated in the following manner:

DELETIONS **EXAMPLE**  
ADDITIONS **EXAMPLE**

**DRAWINGS:**

- Item No. 1: C4.1: UTILITY PLAN.**  
Replace existing sheet.
  
- Item No. 2: A0.3: PHASING PLAN.**  
Add new sheet.
  
- Item No. 3: A2.2: ENLARGED PLANS.**  
Replace existing sheet.
  
- Item No. 4: A11.2: INTERIOR ELEVATIONS AND DETAILS.**  
Replace existing sheet.
  
- Item No. 5: A11.3: INTERIOR ELEVATIONS AND DETAILS.**  
Replace existing sheet.

**SPECIFICATIONS:**

- Item No. 6: DRAWINGS**  
Replace in its entirety, pages 1 through 4.
  
- Item No. 7: SECTION 10 1400: SIGNS**  
Replace in its entirety, pages 1 through 6.
  
- Item No. 8: PRE-BID MEETING MINUTES AND ATTENDEES – 6 pages**
  
- Item No. 9: CONTRACTOR QUESTIONS AND ANSWERS– 1 page.**

END OF ADDENDUM No. 1



**Allen&Hoshall**

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A&H JOB NO. 63492





**Allen & Hoshall**  
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**NOTE: THE WORK OF PHASE ONE AND PHASE TWO ARE TO BE PROVIDED BY THE CONTRACTOR AS SEPARATE LUMP-SUM BIDS UNDER THE SAME CONTRACT. AFTER NTP, CONTRACTOR TO OBTAIN A SINGLE BUILDING PERMIT TO INCORPORATE BOTH PHASES OF WORK.**

**NOTE: PHASE 1 SUBSTANTIAL COMPLETION 300 CALENDAR DAYS.** CONTRACTOR TO COORDINATE WITH OWNER AFTER COMPLETION OF PHASE 1 TO ALLOW FOR A PERIOD OF A COUPLE OF WEEKS FOR THE CITY'S EMPLOYEES TO RELOCATE ALL OF THEIR OFFICE FURNITURE AND EQUIPMENT PRIOR TO TURNING OVER BUILDING "A" TO THE CONTRACTOR FOR PHASE 2.

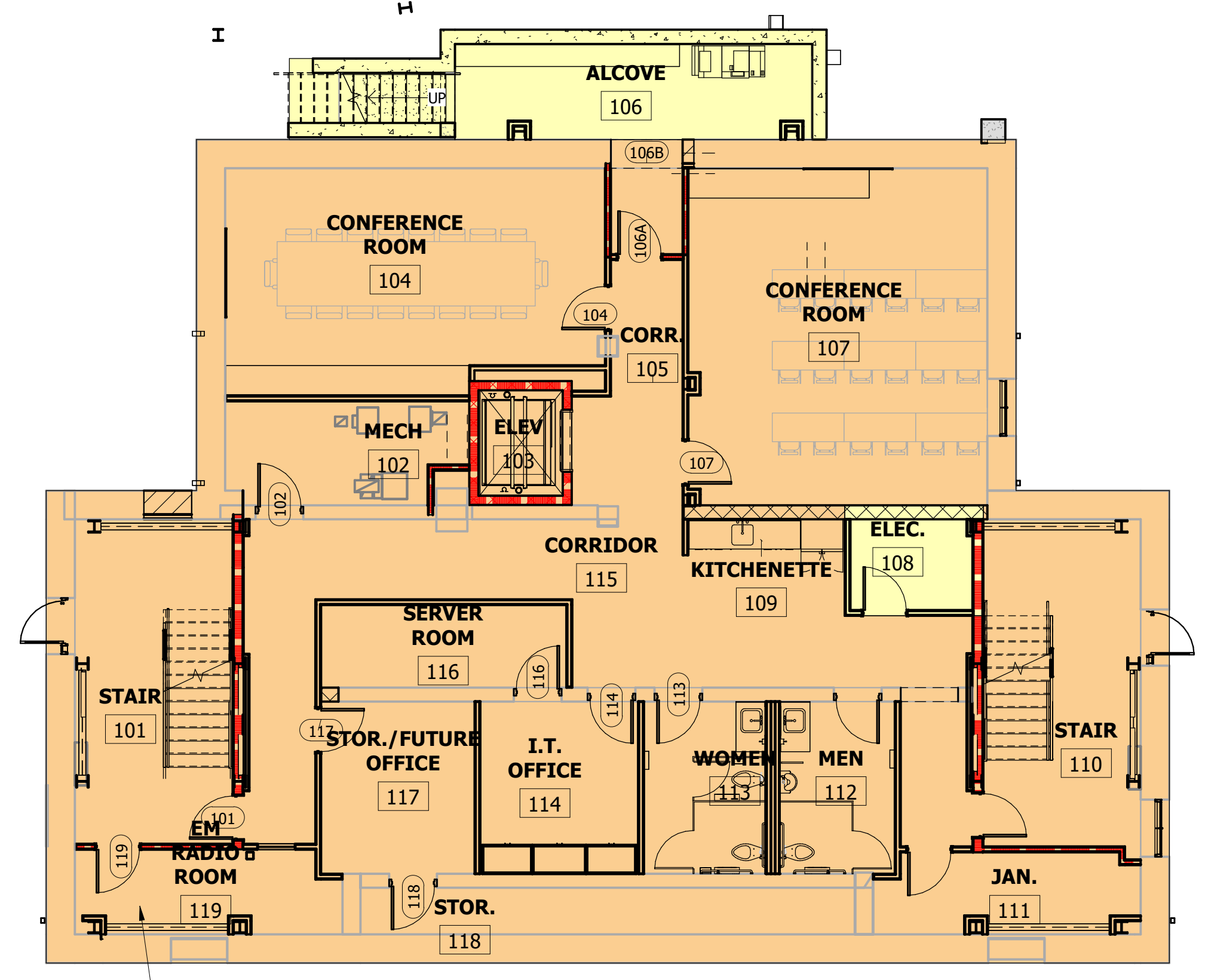
**PHASE 1:** TO INCLUDE THE RENOVATION OF THE EXISTING FIRE HALL TO COURT / COUNCIL ROOM, TOILETS, AND NEW CITY OFFICES. NEW INTERNAL RAMP AND STAIRS TO BE COMPLETED AS A PART OF THIS PHASE

**PHASE 1:** PROVIDE TEMPORARY CONSTRUCTION WALLS FOR THE DURATION OF PHASE 1 - **NOTE:** EXISTING EGRESS PATH IS TO REMAIN OPEN FOR THE DURATION OF THIS PHASE

**PHASE 2:** ALL CITY PERSONNEL ARE TO BE RELOCATED FROM BUILDING "A" TO THE COMPLETED BUILDING "B", BUILDING "C", AND BUILDING "D" FOR THE DURATION OF ALL WORK. ONCE CONTRACTOR GAINS CONTROL OF BUILDING "A", THEY ARE TO ESTABLISH THEIR OWN SCHEDULE WITH PROJECT MILESTONES AND CRITICAL PATH WORK. PHASE 2 TO BE COMPLETED WITHIN 360 CALENDAR DAYS AFTER THE DATE IN WHICH THE CONTRACT TIME FOR PHASE 2 COMMENCES.

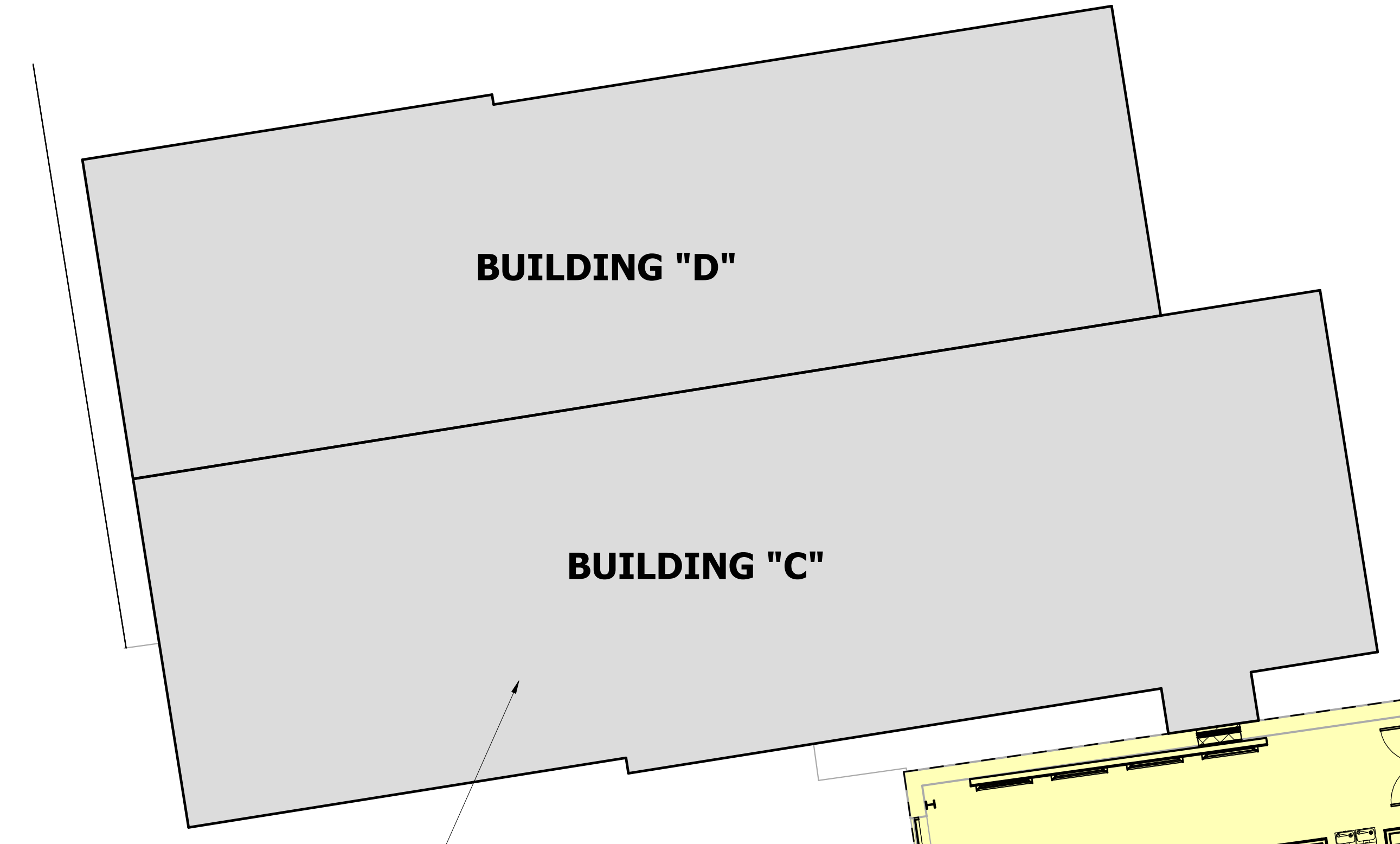
**NOTE:** PHASE 2 SUBSTANTIAL COMPLETION 450 CALENDAR DAYS AFTER START OF CONSTRUCTION ON PHASE. CONTRACTOR TO COORDINATE WITH OWNER AFTER COMPLETION OF PHASE 1 TO ALLOW FOR A PERIOD OF A COUPLE OF WEEKS FOR THE CITY'S EMPLOYEES TO RELOCATE ALL OF THEIR OFFICE FURNITURE AND EQUIPMENT PRIOR TO TURNING OVER BUILDING "A" TO THE CONTRACTOR FOR PHASE 2.

**PHASE 1 AND 2:** DURING ALL PHASES, THE MAJORITY OF CITY STAFF ARE TO RELOCATE TO BUILDING "C" AND BUILDING "D"



PHASE THIS SPACE SO THAT THE 911 EMERGENCY EQUIPMENT LOCATED ON THE SECOND FLOOR CAN BE MOVED TO THIS NEW LOCATION WITHOUT HAVING TO BE TEMPORARILY RELOCATED. POWER TO THE EQUIPMENT ON THE SECOND FLOOR MUST BE CONTINUOUSLY MAINTAINED UNTIL NEW LOCATION HAS BEEN PREPARED FOR RELOCATION.

**1 PHASING PLAN - BASEMENT LEVEL**  
1/8" = 1'-0"



**3 PHASING PLAN - GROUND FLOOR**  
1/8" = 1'-0"

Plotted on: 2/23/2026 1:28:43 PM

WINCHESTER CITY HALL

7 S HIGH ST, SUITE 1  
WINCHESTER, TN 37398

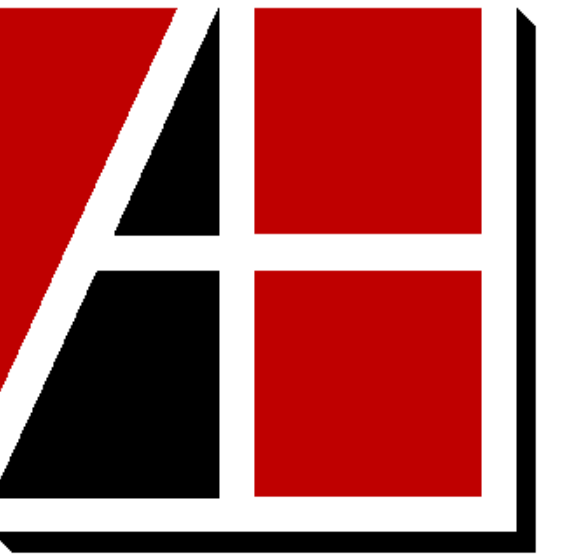
CITY OF WINCHESTER, TENNESSEE

No.	Revision Description	Date
1	ADDENDUM 1	2.27.26

PHASING PLAN

JOB NO: 63492 DRAWN: RMT  
DATE: 01.07.2026 CONSTRUCTION DOCUMENTS

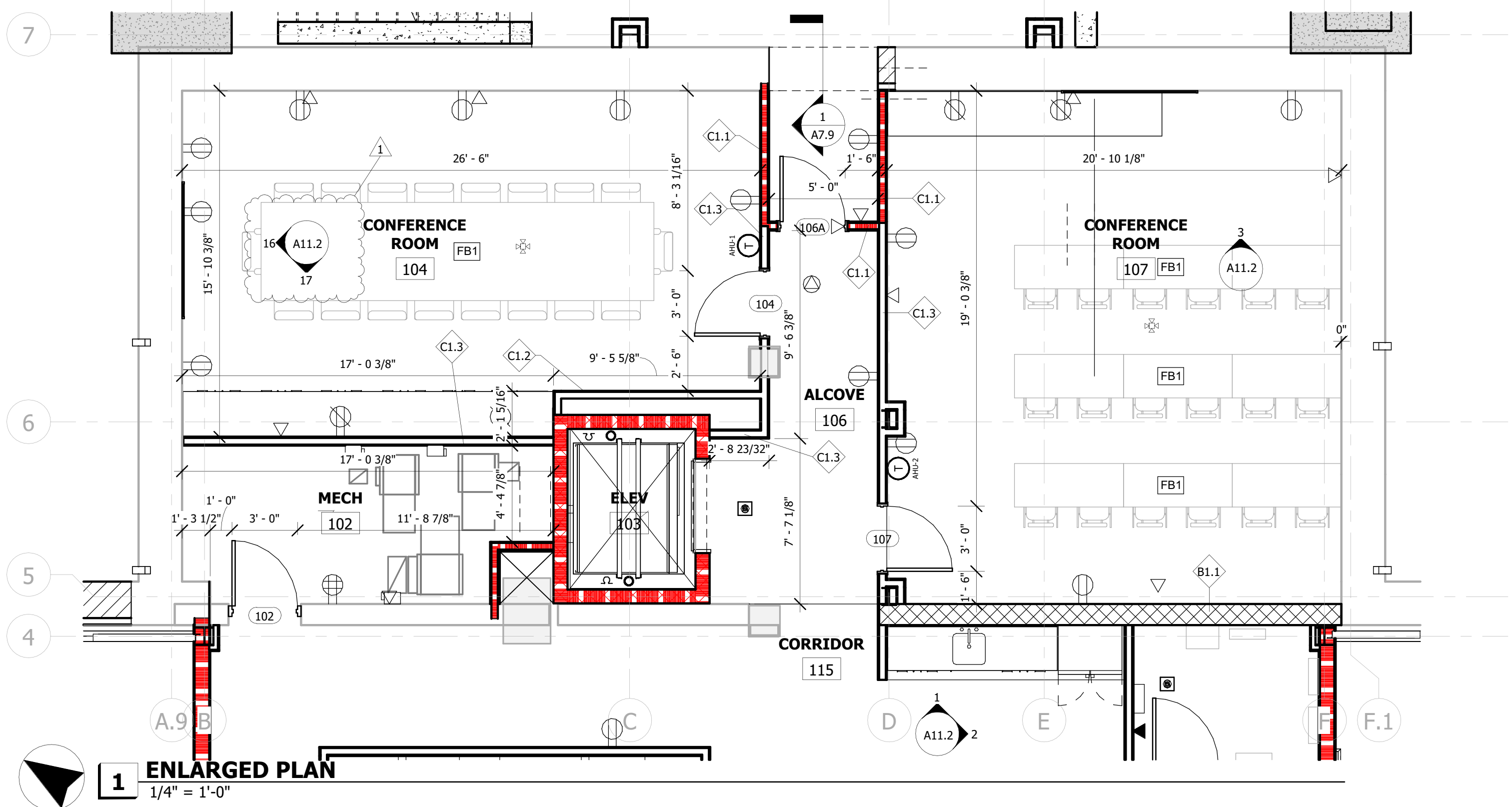
**A0.3**



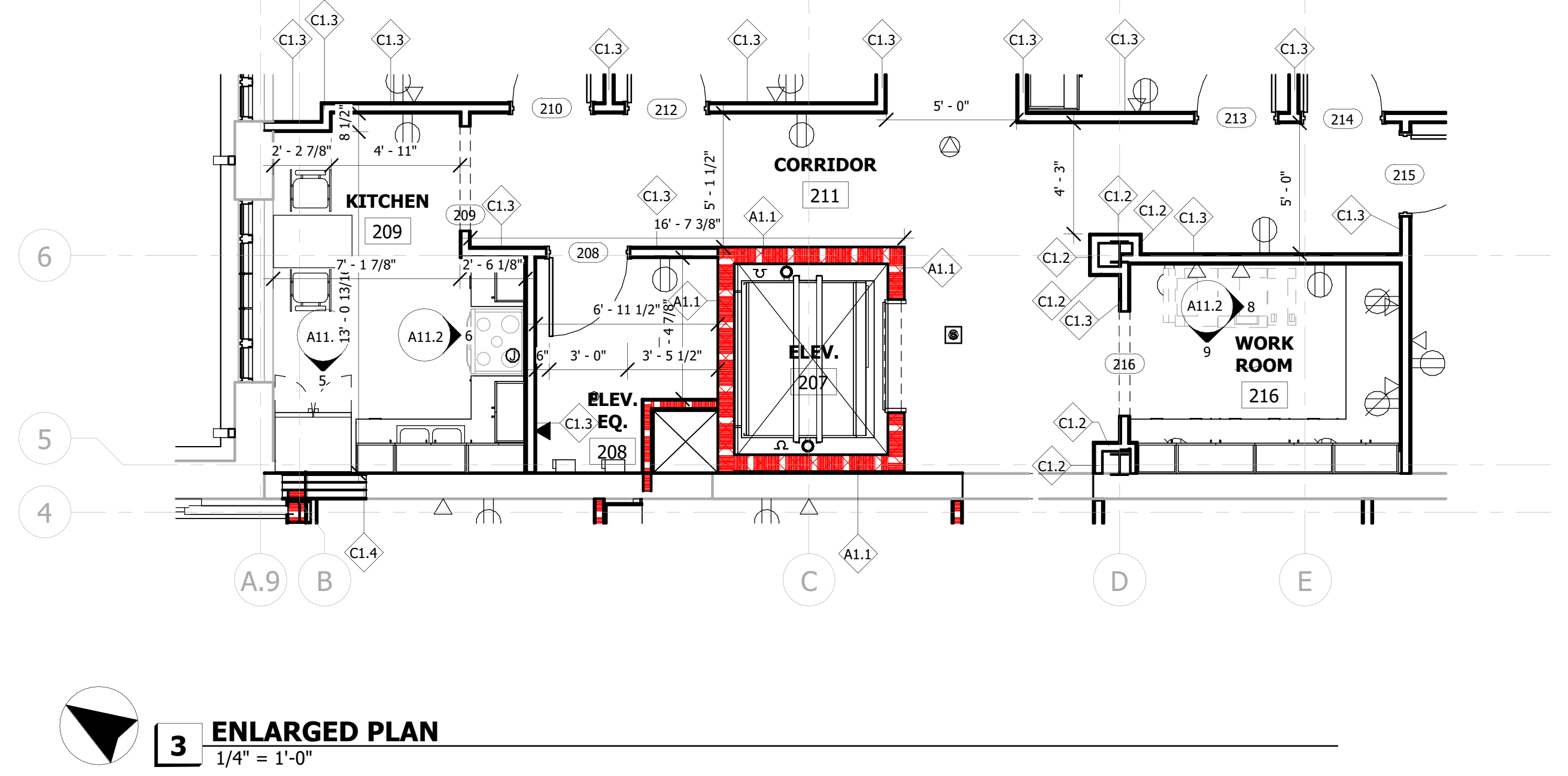
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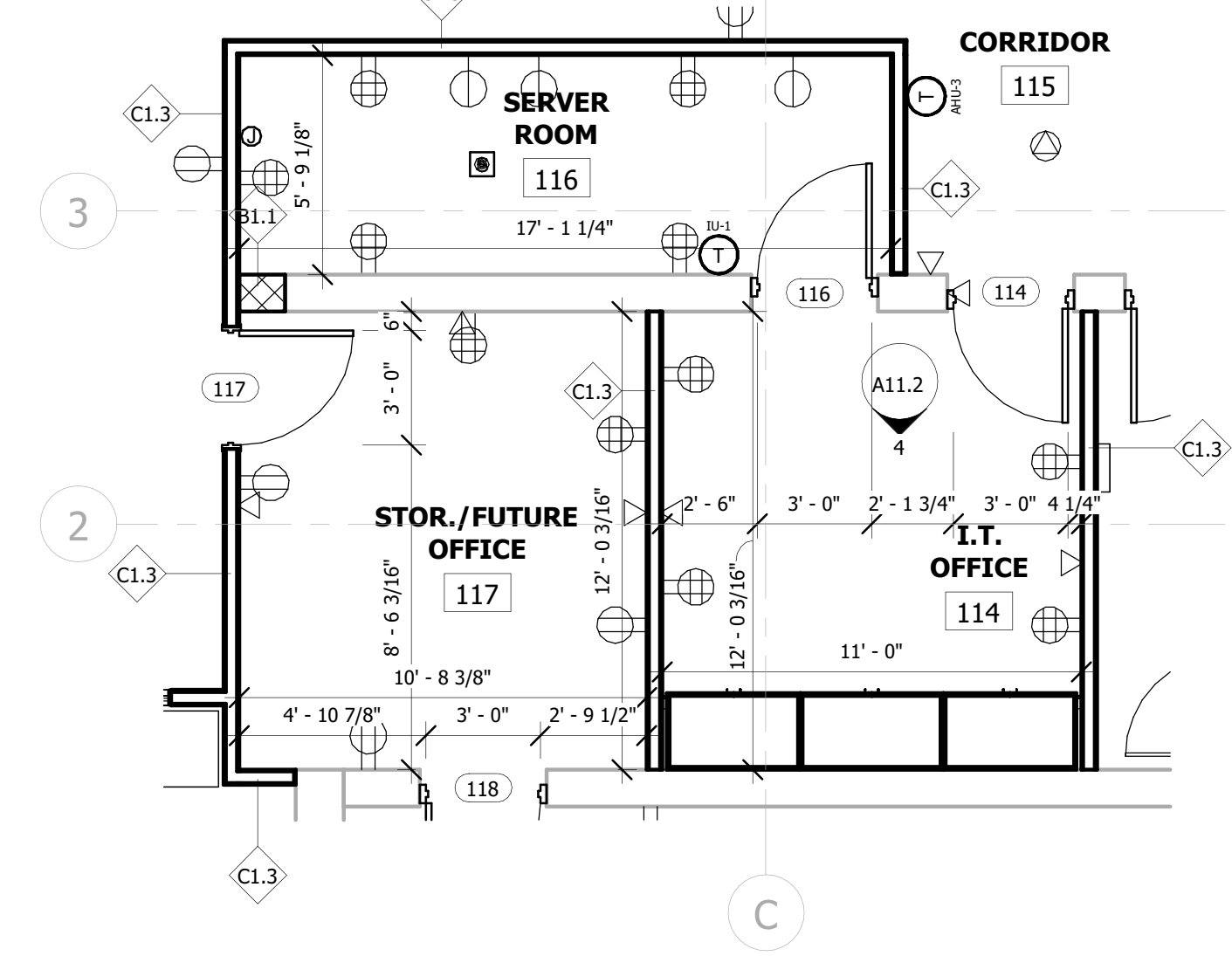


**1 ENLARGED PLAN**  
1/4" = 1'-0"



**3 ENLARGED PLAN**  
1/4" = 1'-0"

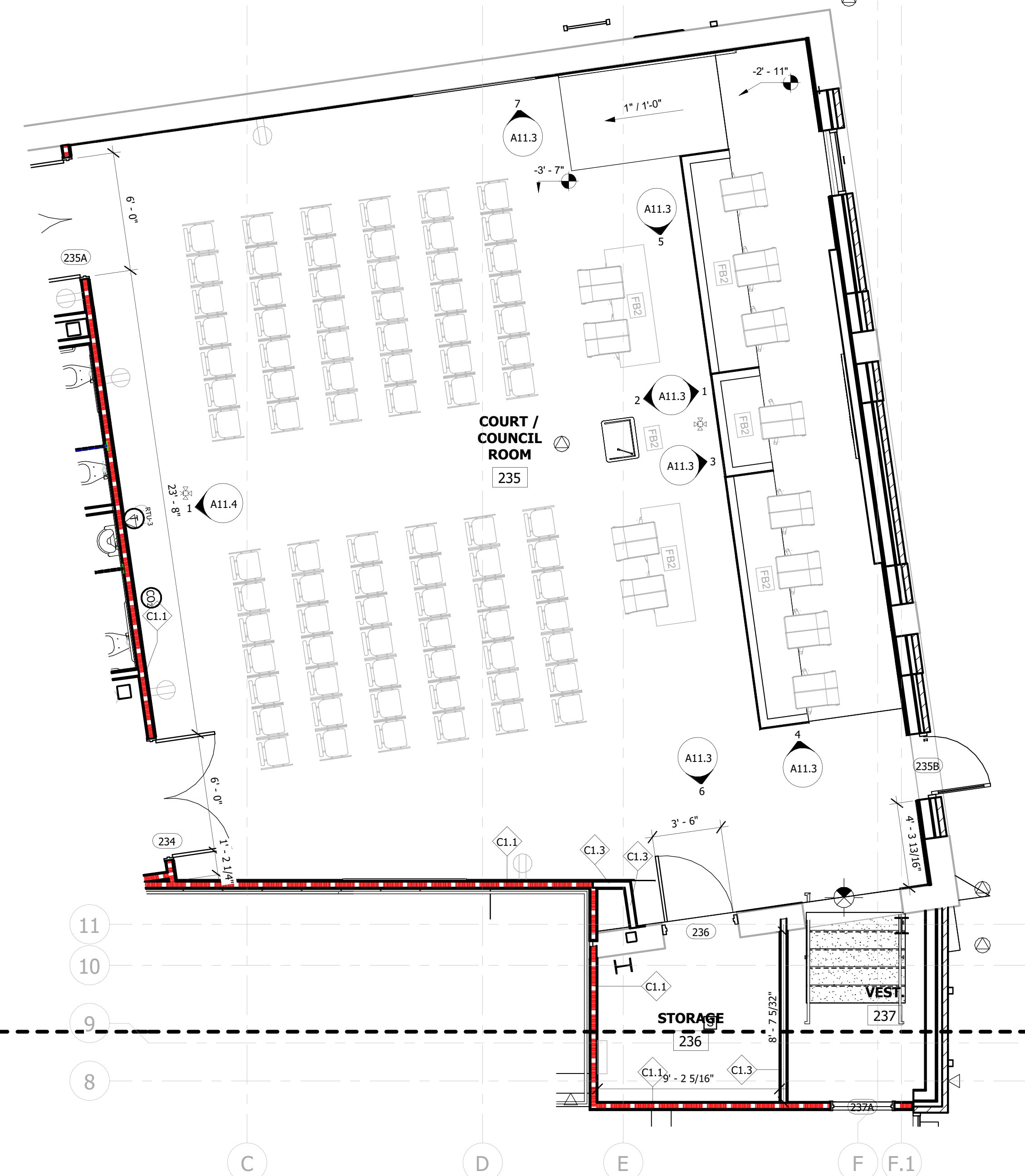
NOTE: FURNITURE IS SHOWN FOR REFERENCE ONLY - ALL FURNITURE IS TO BE OWNER PROVIDED AND INSTALLED



**2 ENLARGED PLAN**  
1/4" = 1'-0"



**4 ENLARGED PLAN**  
1/4" = 1'-0"



**5 ENLARGED PLAN**  
1/4" = 1'-0"

TOILET ACCESSORIES SCHEDULE			
Type Mark	Type	Comments	Furnished By
T1.1	PAPER TOWEL DISPENSER/DISPOSAL		
T1.2	PAPER TOWEL DISPENSER		
T2	SANITARY DISPOSAL		
T3.1	TOILET PAPER DISPENSER		
T3.2	DOUBLE TOILET PAPER DISPENSER		
T4	GRAB BAR - 42"		
T5	GRAB BAR - 18"		
T6	GRAB BAR - 36"		
T7	MIRROR - 24" x 36"		
T8	MOP RACK		
T9	SCAF DISPENSER		

WINCHESTER CITY HALL

7 S HIGH ST, SUITE 1  
WINCHESTER, TN 37398

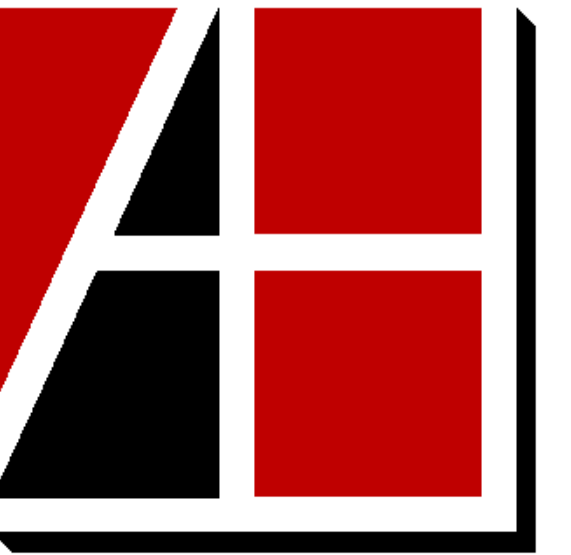
CITY OF WINCHESTER, TENNESSEE		
No.	Revision Description	Date
1	ADDENDUM 1	2.27.26

ENLARGED PLANS

JOB NO: 63492 DRAWN: RMT  
DATE: 01.07.2026 CONSTRUCTION DOCUMENTS

**A2.2**

Plotted on: 2/19/2026 10:01:36 AM



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**1 INT. ELEV. - 1 @ KITCHENETTE 109**  
3/8" = 1'-0"

**2 INT. ELEV. - 2 @ KITCHENETTE 109**  
3/8" = 1'-0"

**3 INT. ELEV. - 1 @ CONF. 107**  
3/8" = 1'-0"

**4 INT. ELEV. - 1 @ IT OFFICE 114**  
3/8" = 1'-0"

**5 INT. ELEV. - 1 @ KITCHEN 209**  
3/8" = 1'-0"

**6 INT. ELEV. - 2 @ KITCHEN 209**  
3/8" = 1'-0"

**7 INT. ELEV. - 1 @ RECORDS OFFICE 206**  
3/8" = 1'-0"

**8 INT. ELEV. - 1 @ WORKROOM 210**  
3/8" = 1'-0"

**9 INT. ELEV. - 2 @ WORKROOM 210**  
3/8" = 1'-0"

**10 INT. ELEV. 1 @ WORK AREA 226**  
3/8" = 1'-0"

**11 INT. ELEV. - 1 @ A.P. OFFICE 228**  
3/8" = 1'-0"

**12 INT. ELEV. - 1 @ C.C. OFFICE 229**  
3/8" = 1'-0"

**13 INT. ELEV. - 1 @ CODE ADM. 224**  
3/8" = 1'-0"

**14 INT. ELEV. 2 @ A.P. OFFICE 228**  
3/8" = 1'-0"

**15 INT. ELEV. 2 @ C.C. OFFICE 229**  
3/8" = 1'-0"

**16 INT. ELEV. 1 @ CONFERENCE ROOM 104**  
3/8" = 1'-0"

**17 INT. ELEV. 2 @ CONFERENCE ROOM 104**  
3/8" = 1'-0"

SPECIALTY EQUIPMENT SCHEDULE			
Type Mark	Type	Comments	Furnished By
SE2	36"		O.F.O.I.

TOILET ACCESSORIES SCHEDULE			
Type Mark	Type	Comments	Furnished By
T1.1	PAPER TOWEL DISPENSER/DISPOSAL		
T1.2	PAPER TOWEL DISPENSER		
T2	SANITARY DISPOSAL		
T3.1	TOILET PAPER DISPENSER		
T3.2	DOUBLE TOILET PAPER DISPENSER		
T4	GRAB BAR - 42"		
T5	GRAB BAR - 18"		
T6	GRAB BAR - 36"		
T7	MIRROR - 24" x 36"		
T8	MOP RACK		
T9	SOAP DISPENSER		

WINCHESTER CITY HALL

7 S HIGH ST, SUITE 1  
WINCHESTER, TN 37398

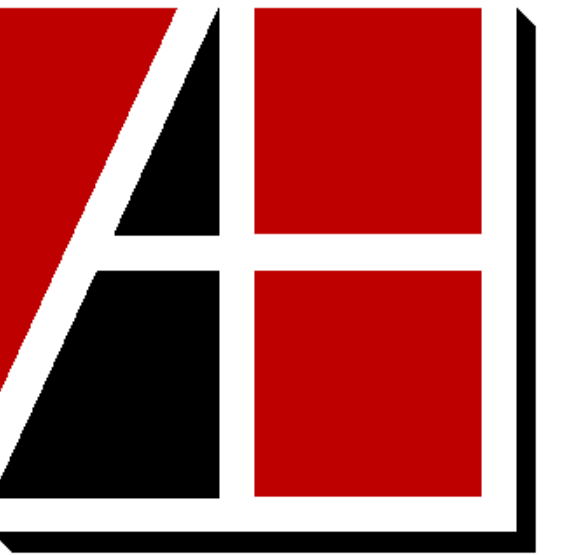
CITY OF WINCHESTER, TENNESSEE		
No.	Revision Description	Date
1	ADDENDUM 1	2.27.26

INTERIOR ELEVATIONS AND DETAILS

JOB NO: 63492 DRAWN: ESR  
DATE: 01.07.2026 CONSTRUCTION DOCUMENTS

**A11.2**

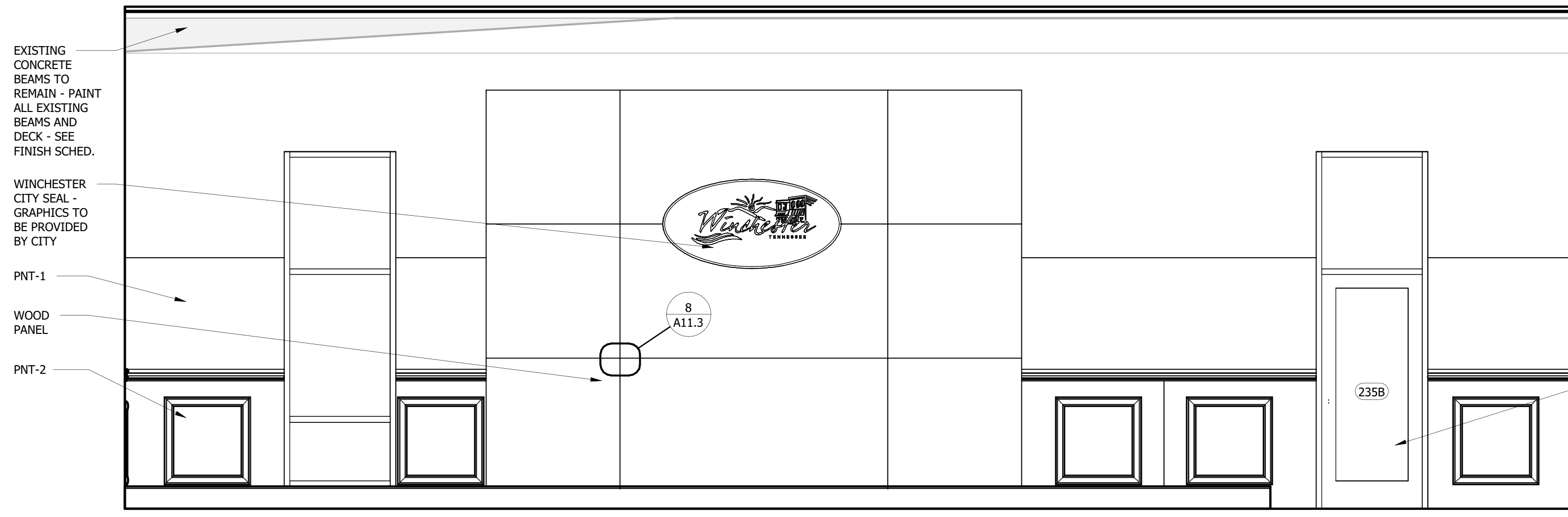
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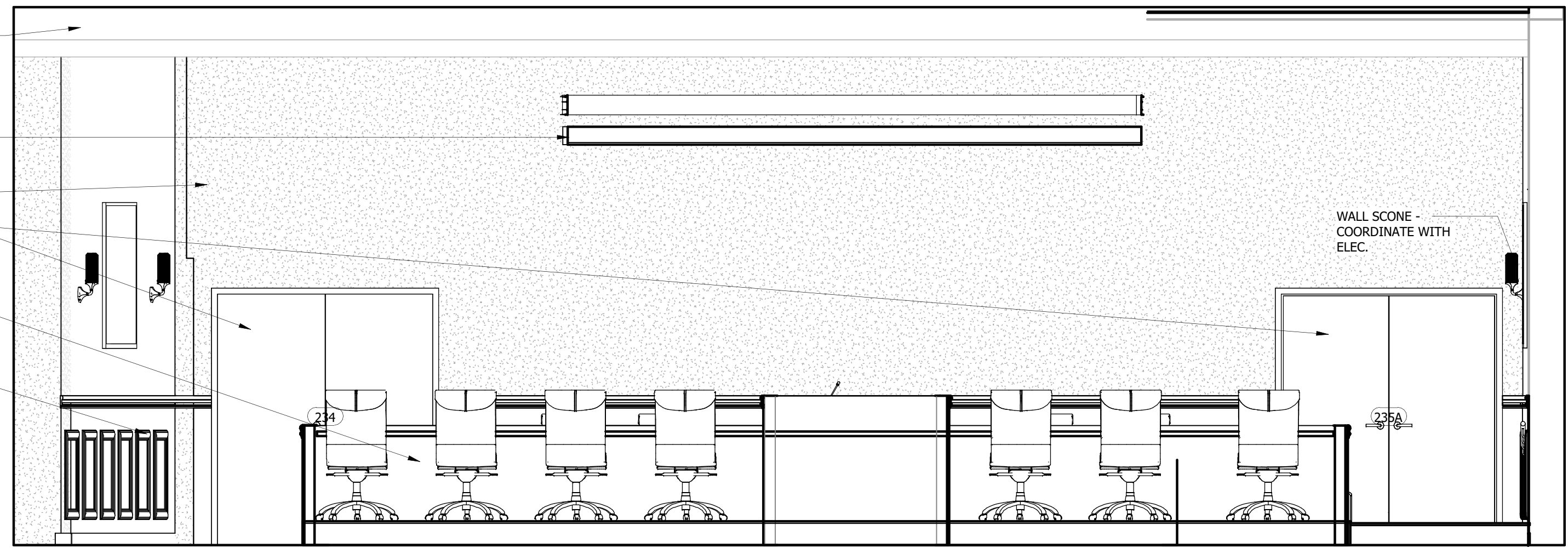
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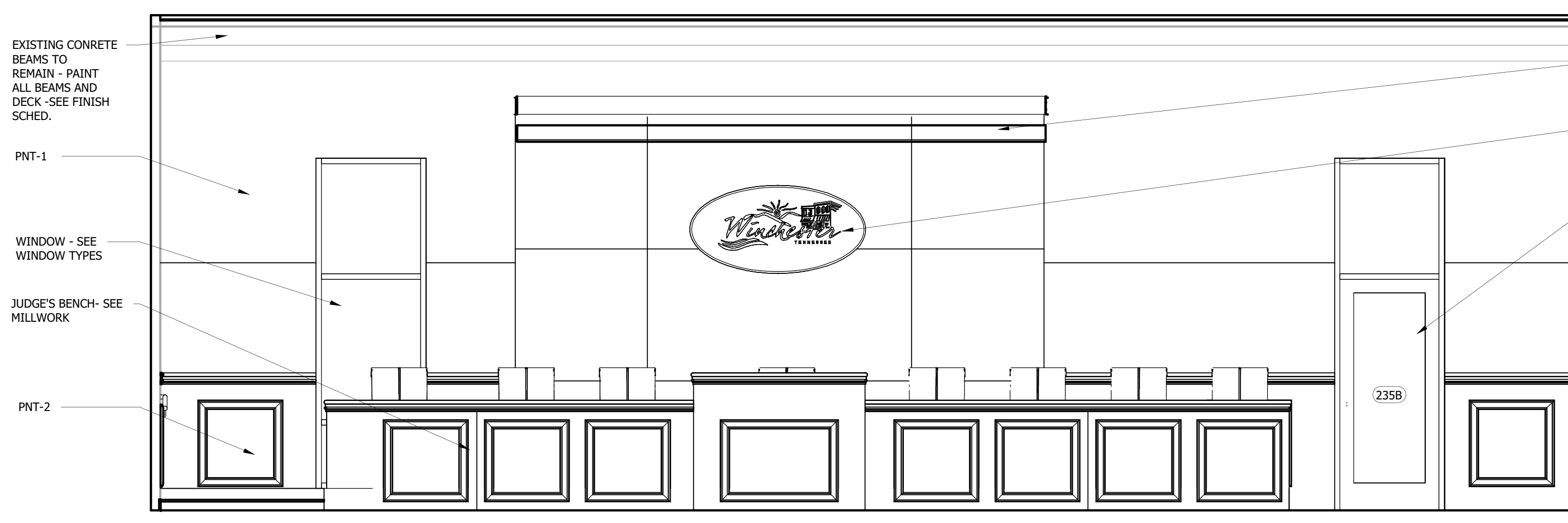
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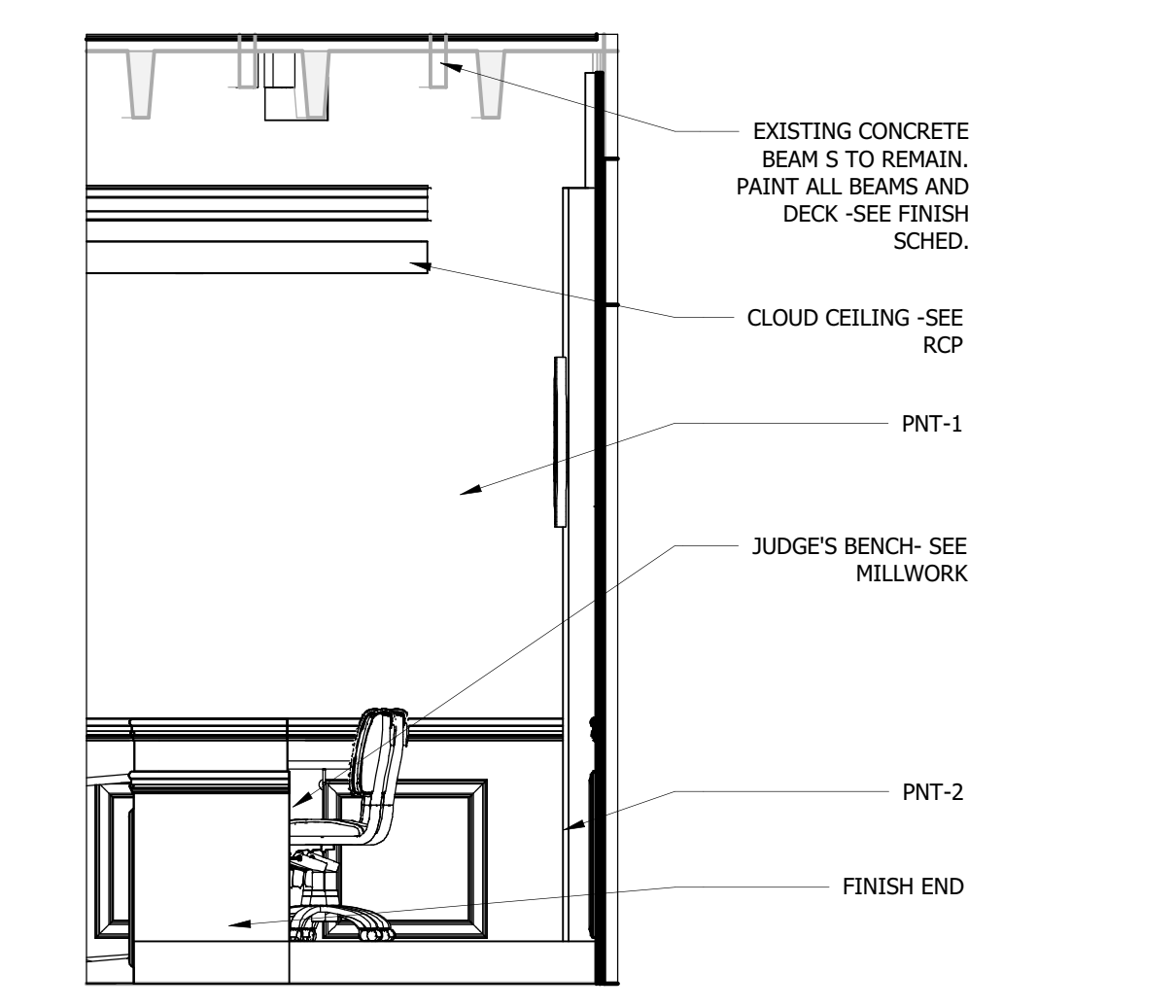
**1 INT. ELEV. - 1 @ COURT / COUNCIL ROOM**  
3/8" = 1'-0"



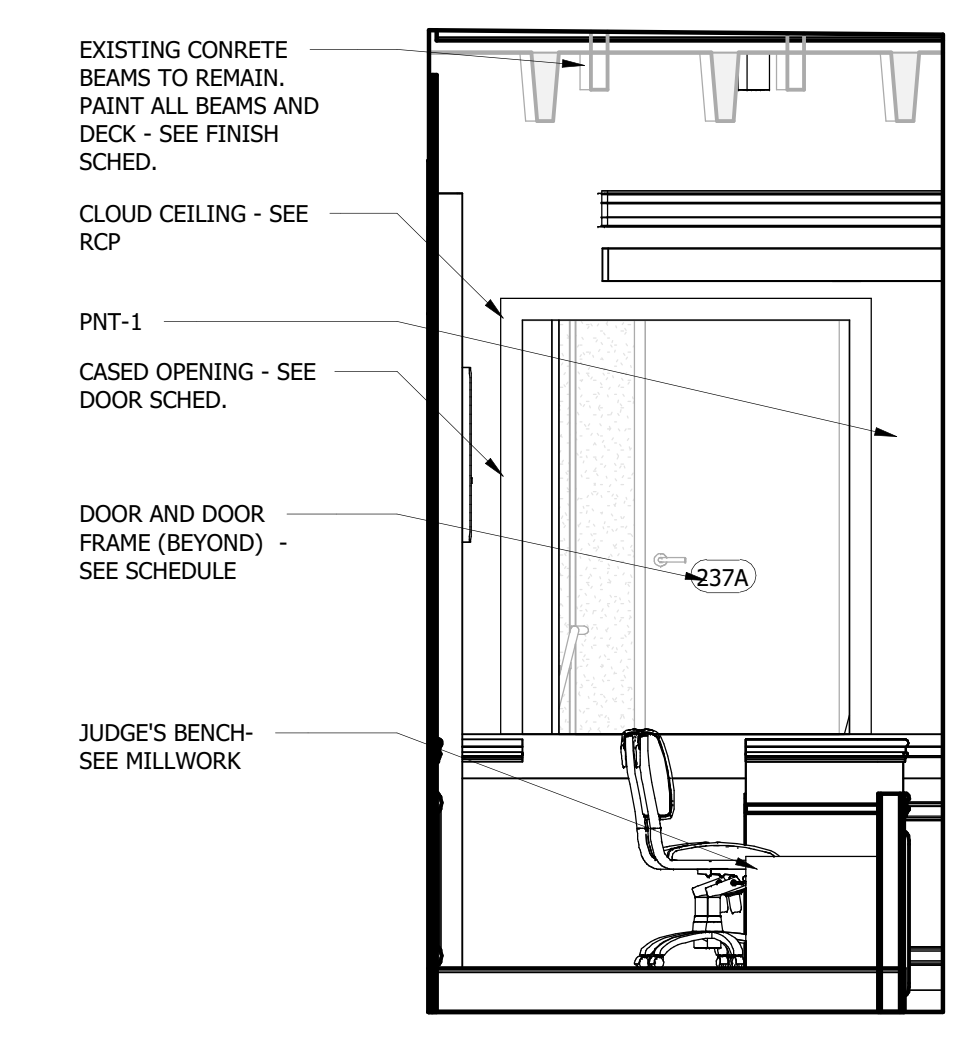
**2 INT. ELEV. - 2 @ COURT / COUNCIL ROOM**  
3/8" = 1'-0"



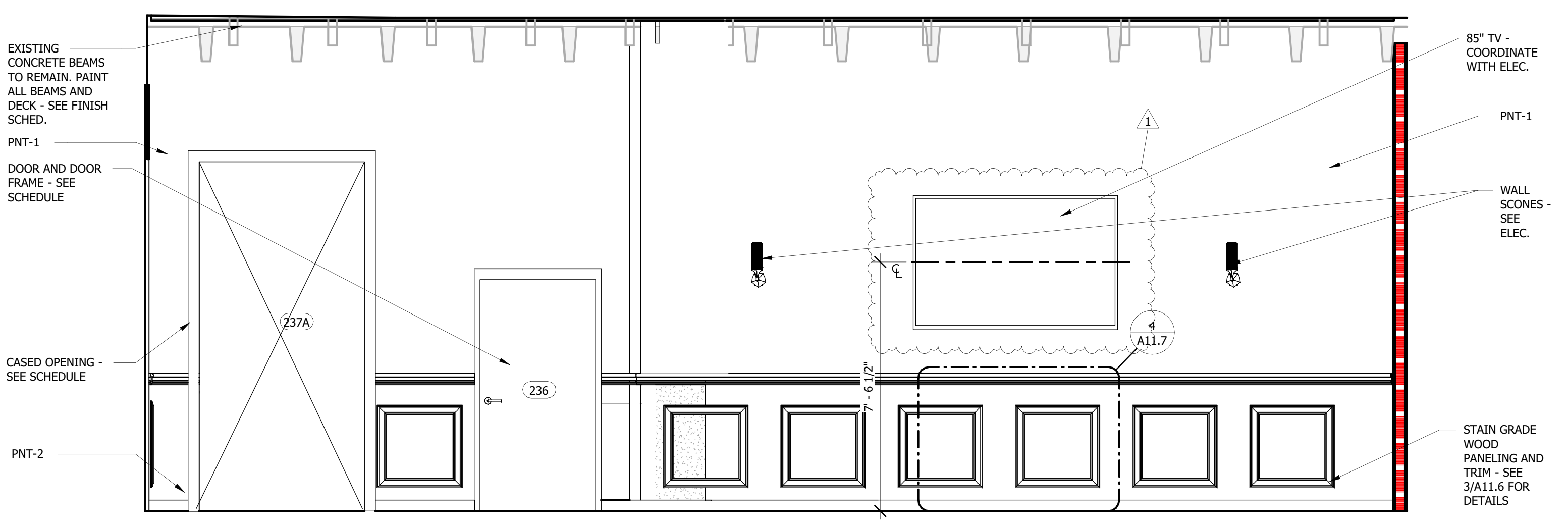
**3 INT. ELEV. - 3 @ COURT / COUNCIL ROOM**  
3/8" = 1'-0"



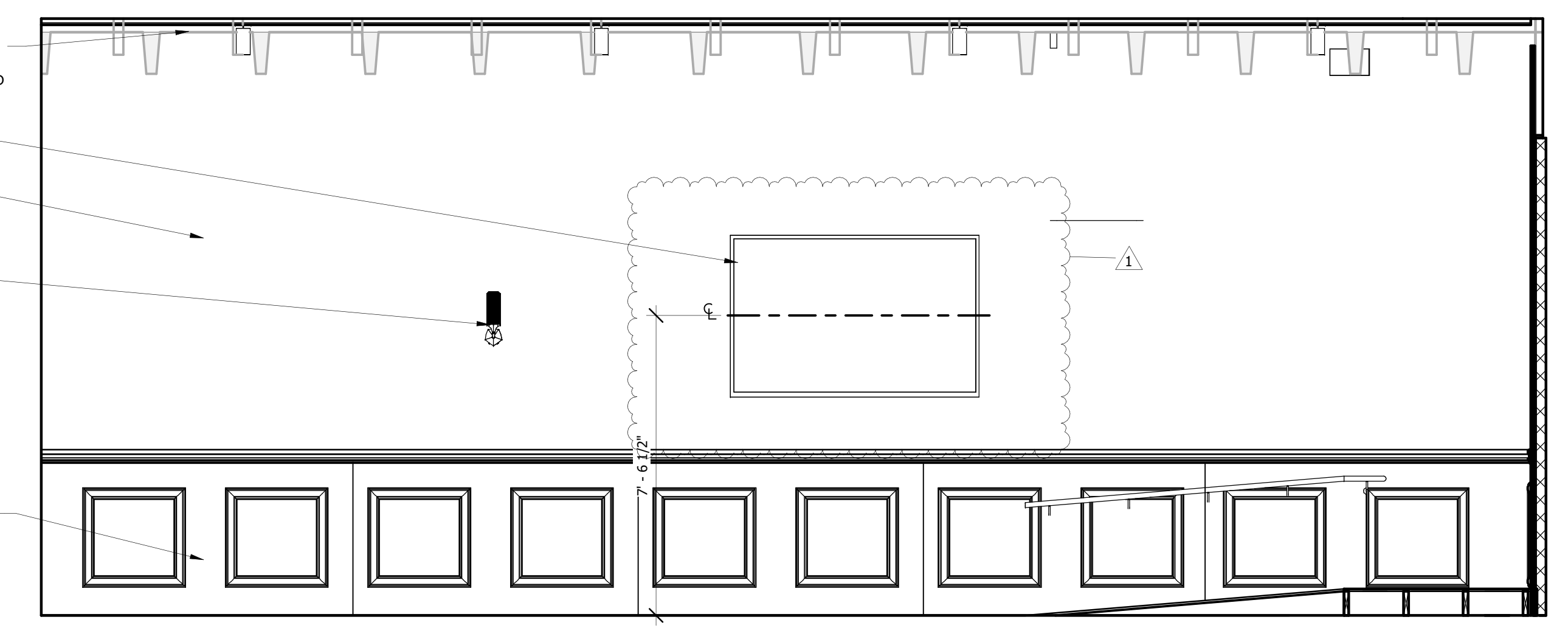
**4 INT. ELEV. - 4 @ COURT / COUNCIL ROOM**  
3/8" = 1'-0"



**5 INT. ELEV. - 5 @ COURT / COUNCIL ROOM**  
3/8" = 1'-0"



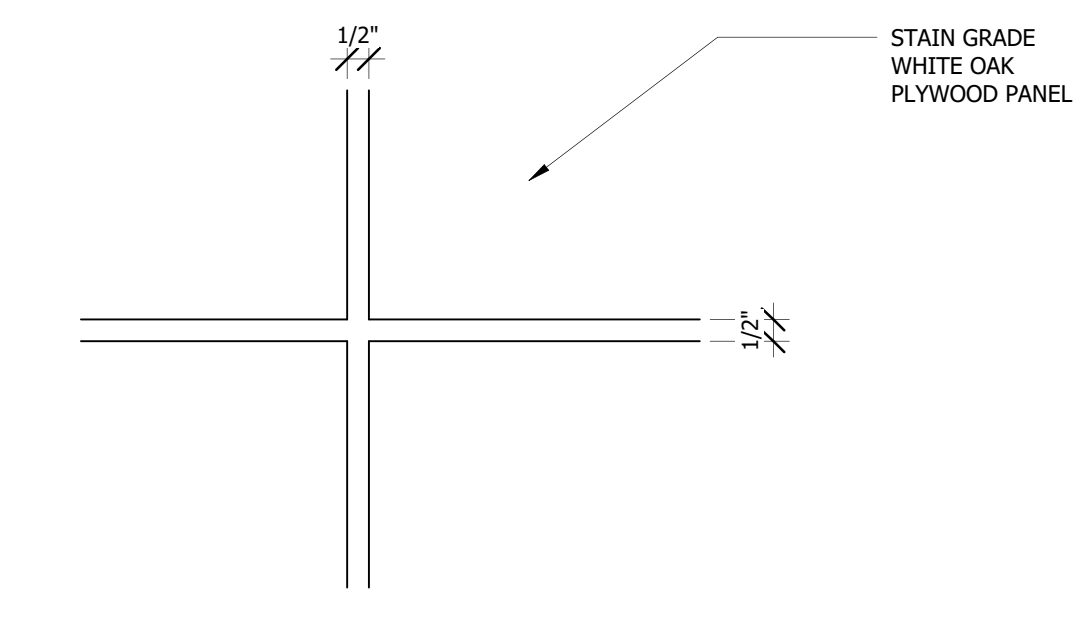
**6 INT. ELEV. - 7 @ COURT / COUNCIL ROOM**  
3/8" = 1'-0"



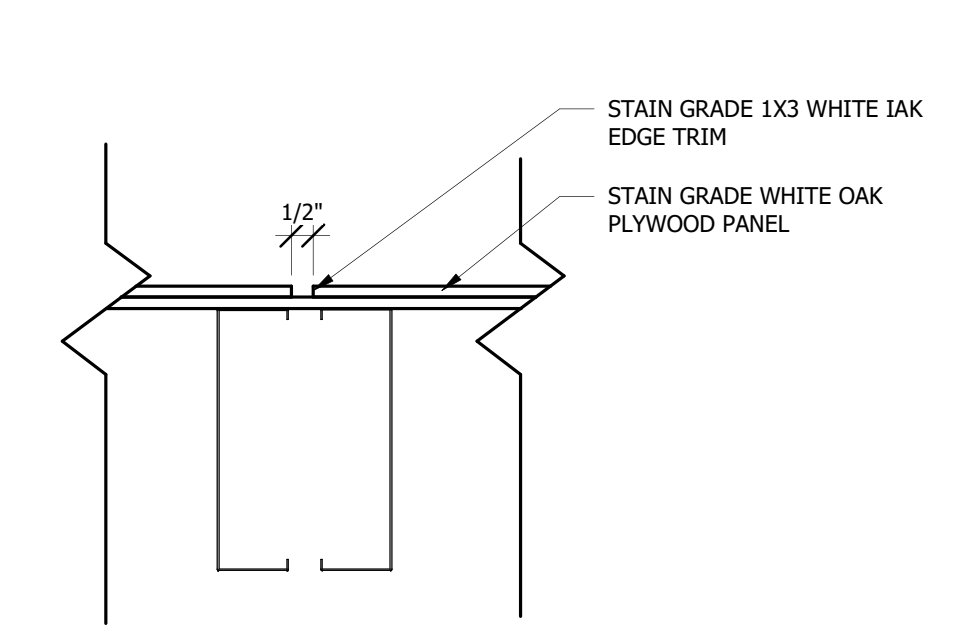
**7 INT. ELEV. - 8 @ COURT / COUNCIL ROOM**  
3/8" = 1'-0"

TOILET ACCESSORIES SCHEDULE			
Type Mark	Type	Comments	Furnished By
T1.1	PAPER TOWEL DISPENSER/DISPOSAL		
T1.2	PAPER TOWEL DISPENSER		
T2	SANITARY DISPOSAL		
T3.1	TOILET PAPER DISPENSER		
T3.2	DOUBLE TOILET PAPER DISPENSER		
T4	GRAB BAR - 42"		
T5	GRAB BAR - 18"		
T6	GRAB BAR - 36"		
T7	MIRROR - 24" x 36"		
T8	MDP RACK		
T9	SOAP DISPENSER		

SPECIALTY EQUIPMENT SCHEDULE			
Type Mark	Type	Comments	Furnished By
SE2	36"		O.F.O.I.



**8 ENL. PANEL JOINT**  
3" = 1'-0"



**9 TYP. PANEL JOINT DETAIL**  
3" = 1'-0"

WINCHESTER CITY HALL

7 S HIGH ST, SUITE 1  
WINCHESTER, TN 37398

CITY OF WINCHESTER, TENNESSEE		
No.	Revision Description	Date
1	ADDENDUM 1	2.27.26

INTERIOR ELEVATIONS AND DETAILS

JOB NO: 63492 DRAWN: ESR  
DATE: 01.07.2026 CONSTRUCTION DOCUMENTS

**A11.3**

Plotted on: 2/19/2026 10:01:50 AM

## DOCUMENT 00 0115

## LIST OF DRAWINGS

The following is a list of Contract Drawings which this contract is to be based. These drawings are entitled WINCHESTER CITY HALL RENOVATIONS for WINCHESTER, TENNESSEE and dated JANUARY 7, 2026 with revision dates (if any), as noted. They will be supplemented by additional shop and dimensional drawings of materials and equipment and other drawings where specified.

<u>Drawing Number</u>	<u>Sub-Title</u>	<u>Revision Date</u>
<u>GENERAL</u>		
G0.1	Sheet Index	
G0.2	Life Safety Plan	
G0.3	Life Safety Plan – Second Floor Level	
G0.4	Life Safety Information	
<u>CIVIL</u>		
C0.1	Existing Conditions and Demolition Plan	
C1.1	Site Plan	
C1.2	Layout Plan	
C2.1	Grading Plan	
C3.1	Erosion Control Plan Stage 1	
C3.2	Erosion Control Plan Stage 2	
C3.3	Erosion Control Notes and Details	
C4.1	Utility Plan	<a href="#">02/27/2026</a>
C5.1	Site Details	
C5.2	Site Details	
<u>ARCHITECTURAL</u>		
A0.1	Abbreviations and Symbols	
A0.2	Wall Types	
<a href="#">A0.3</a>	<a href="#">Phasing Plan</a>	<a href="#">02/27/2026</a>
A0.4	Fire Rated Assembly Design Details	
A0.5	Fire Rated Assembly Design Details	
AD1.0	Demolition Plan – Basement and Ground Floor	
AD1.1	Demolition Plan – Second Floor	
AD4.1	Demolition Roof Plan	
A1.0	Architectural Site Plan	
A1.1	Dimensioned Floor Plans – Basement & Ground Floor Levels	
A1.2	Dimensioned Floor Plan – Second Level	
A1.3	Reference Floor Plans	
A1.4	Reference Floor Plan – Second Floor	
A2.1	Enlarged Plans	
A2.2	Enlarged Plans	<a href="#">02/27/2026</a>
A2.3	Enlarged Plans	
A3.1	Reflected Ceiling Plan	
A3.2	Reflected Ceiling Plan – Second Floor Level	
A4.1	Roof Plan	
A4.2	Roof Details	
A4.3	Roof Details	
A5.1	Exterior Elevations	
A5.2	Exterior Elevations	
A6.1	Building Sections	
A6.2	Building Sections	
A6.3	Building Sections	

A6.4	Building Sections
A6.5	Building Sections
A6.6	Building Sections
A7.1	Wall Sections
A7.2	Wall Sections
A7.3	Wall Sections
A7.4	Wall Sections
A7.5	Wall Sections
A7.6	Wall Sections
A7.7	Wall Sections
A7.8	Wall Sections
A7.9	Wall Sections
A8.1	Plan Details and Sections
A8.2	Plan Details
A8.3	Plan Details
A9.1	Vertical Circulation
A9.2	Vertical Circulation
A9.3	Vertical Circulation
A9.4	Vertical Circulation Details
A10.1	Door Types
A10.2	Door Details
A10.3	Window Types and Details
A10.4	Window Details
A11.1	Interior Elevations and Details
A11.2	Interior Elevations and Details
A11.3	Interior Elevations and Details
A11.4	Interior Elevations and Details
A11.5	Millwork Details
A11.6	Millwork Details
A11.7	Millwork Details
A12.1	Finish Plan
A12.2	Finish Plan
A12.3	Finish Plan
A12.4	Finish Schedule
A13.1	Signage and Graphics
A13.2	Signage Plans
A13.3	Signage Plan

[02/27/2026](#)[02/27/2026](#)STRUCTURAL

S0.0	Structural General Notes
S0.1	Structural General Notes (Cont.)
S0.2	Structural Special Inspections
S0.3	Structural Special Inspections
S1.1	Basement Plan
S1.2	Ground Floor Underpinning Layout Plan
S1.3	Ground Floor Foundation / Framing Plan
S1.4	Second Floor Framing Plan
S1.5	New Connector Roof Framing Plan
S1.6	Roof Framing Plan
S1.7	Retaining Walls
S3.1	Sections
S3.2	Sections
S3.3	Sections
S3.4	Building Section
S3.5	Steel Framing Connections
S3.6	Stairway Framing Connections
S3.7	Sections @ Elevator

S4.1	Frame Elevations In Stair 101
S4.2	Frame Elevations In Stair 101
S4.3	Frame Elevations In Stair 110
S4.4	Frame Elevations In Stair 110
S4.5	Building Sections
S5.1	Miscellaneous Details
S5.2	Miscellaneous Details
S5.3	Miscellaneous Details
SD1.1	Existing Basement Demolition Plan
SD1.2	Existing Ground Floor Demolition Plan
SD1.3	Second Floor Demolition Plan
SD1.4	Roof Demolition Plan

#### MECHANICAL

M0.1	General Notes, Legends, and Abbreviations
MD1.1	HVAC Demolition Plans
M1.1	HVAC Plan Views
M5.1	Details
M6.1	Schedules

#### PLUMBING

P0.1	Legend, Notes, Schedules, and Details
P0.2	Details
P1.0	Basement – Plumbing
P1.1	First Floor – Plumbing
P1.2	Second Floor – Plumbing
P2.0	Fire Protection Plans
PD1.0	Basement – Demolition Plan
PD1.1	First Floor – Demolition Plan
PD1.2	Second Floor – Demolition Plan

#### ELECTRICAL

E0.1	Legend & Notes
ED1.1	Electrical Demolition Plan
E1.1	Electrical Site Plan
E2.1	Floor Plan – Lighting
E3.1	Floor Plan – Power – Phase 1
E3.2	Floor Plan – Power – Phase 2
E4.1	Systems Plan
E5.1	Enlarged Views
E6.1	Electrical Details
E6.2	Electrical Panel Schedules, Riser Diagram & Details
E6.3	Panel Schedules

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## SECTION 10 1400

## SIGNS

## PART 1 GENERAL

## 1.1 SECTION INCLUDES

- A. Panel signs for interior space identification.
- B. Dimensional characters (letters and numbers) for exterior use.
- C. Cast-metal plaques
- D. Signage accessories.

## 1.2 RELATED SECTIONS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.
- B. Division 01 Section "Temporary Facilities and Controls" for temporary project identification signs.

## 1.3 SUBMITTALS

- A. Product Data: Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for each type of sign.
- B. Shop Drawings: Include plans, elevations, and large-scale sections of typical members and other components. Show mounting methods, grounds, mounting heights, layout, spacing, reinforcement, accessories, and installation details.
  - 1. Provide message list for each sign, including large-scale details of wording, lettering, and braille layout.
- C. Samples for Initial Selection: For each type of sign material indicated that involves color selection.
- D. Samples for Verification: For each type of sign, include the following Samples to verify color selected:
  - 1. Panel Signs: Full-size Samples of each type of sign required.
  - 2. Dimensional Characters: Full-size Samples of each type of dimensional character (letter and number) required. Show character style, material, finish, and method of attachment.

## 1.4 QUALITY ASSURANCE

- A. Source Limitations: Obtain each sign type through one source from a single manufacturer.
- B. Regulatory Requirements: Comply with the Americans with Disabilities Act (ADA) and with code provisions as adopted by authorities having jurisdiction.

## PART 2 PRODUCTS

### 2.1 MANUFACTURERS

- A. In other Part 2 articles where titles below introduce lists, the following requirements apply for product selection:
1. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the manufacturers specified.

### 2.2 PANEL SIGNS

- A. General: Provide panel signs that comply with requirements indicated for materials, thicknesses, finishes, colors, designs, shapes, sizes, and details of construction.
1. Produce smooth panel sign surfaces constructed to remain flat under installed conditions within tolerance of plus or minus 1/16 inch measured diagonally.
- B. Available Manufacturers:
1. APCO Graphics, Inc.
  2. ASI Sign Systems, Inc.
  3. Best Manufacturing Co.
  4. Innerface Sign Systems, Inc.
  5. Mohawk Sign Systems.
  6. Seton Identification Products.
- C. Melamine plastic: Provide multi-layer plastic melamine sign. Copy to be produced by removing face layer of background area, leaving text, braille, border and pictogram, as applicable, raised a minimum 1/32 inches high. Background shall be a contrasting color, either by incorporating a different color inner layer or by painting background after blasting. Colors as selected by Architect from manufacturer's full range.
- D. Unframed Panel Signs: Fabricate signs with edges mechanically and smoothly finished to comply with the following requirements:
1. Edge Condition: Square cut.
  2. Corner Condition: Rounded to one-half inch radius.
- E. Graphic Content and Style: Provide sign copy that complies with requirements indicated in the Sign Schedule for content and location. Font style shall be Helvetica Medium
- F. Tactile and Braille Copy: Manufacturer's standard process for producing copy complying with ADA Accessibility Guidelines and ICC/ANSI A117.1. Text shall be accompanied by Grade 2 braille. Produce precisely formed characters with square cut edges free from burrs and cut marks.
1. Raised-Copy Thickness: Not less than 1/32 inch.

### 2.3 DIMENSIONAL CHARACTERS

- A. Available Manufacturers:
1. A.R.K. Ramos.
  2. ASI Sign Systems, Inc.
  3. Charleston Industries, Inc.
  4. Gemini Incorporated.
  5. Innerface Sign Systems, Inc.
  6. Metal Arts; Div. of L&H Mfg.
  7. Mohawk Sign Systems.
  8. Southwell Co. (The).

- B. Cutout Characters: Cut characters from ¼ inch thick solid plate aluminum. Produce precisely cut characters with square cut, smooth edges. Comply with requirements indicated for finish, style, and size. Provide threaded mounting studs.
- C. Font style shall be Helvetica Medium.
- D. Provide cut metal letters 12" high, "~~JEFFERSON CITY~~WINCHESTER CITY HALL". Color and font to be ~~Gemini #2793 "Red"~~as determined by Architect from manufacturer's full line.
- ~~E. Provide cut metal letters 7" high, "FIRE DEPARTMENT". Color to be Gemini #2793 "Red".~~
- ~~F. Provide flat cut metal plate, 3'-6" high by 1'-0" wide, with the numbers "1075" stencil cut out of the plate in 6" font; stud mount to masonry veneer wall for concealed attachment. Color to be Gemini #2793 "Red".~~
- ~~G.E.~~ Color Anodic Finish: Manufacturer's standard clear anodic coating, 0.018 mm or thicker, over a satin (directionally textured) mechanical finish.
  - 1. Comply with NAAMM's "Metal Finishes Manual for Architectural and Metal Products" for recommendations for applying and designating finishes.
  - 2. Protect mechanical finishes on exposed surfaces from damage by applying strippable, temporary protective covering before shipping.
  - 3. Appearance of Finished Work: Variations in appearance of abutting or adjacent pieces are acceptable if they are within one-half of range of approved Samples. Noticeable variations in same piece are not acceptable. Variations in appearance of other components are acceptable if they are within range of approved Samples and are assembled or installed to minimize contrast.

## 2.4 ACCESSORIES

- A. Mounting Methods: Use concealed fasteners for double-sided vinyl tape fabricated from materials that are not corrosive to sign material and mounting surface.
  - 1. Exterior aluminum lettering: Provide threaded studs on back of letters for concealed attachment.
  - 2. Interior panel signs: Double adhesive vinyl foam tape.
  - 3. Adhesive silicone.

## PART 3 EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. General: Locate signs and accessories where indicated, using mounting methods of types described and in compliance with manufacturer's written instructions.
  - 1. Install signs level and plumb, with sign surfaces free from distortion and other defects in appearance. Mount signs at height of 60 inches above finish floor to centerline of sign.
  - 2. Interior Wall Signs: Install signs on walls adjacent to latch side of door where applicable. Where not indicated or possible, such as double doors, install signs on nearest adjacent walls. Locate to allow approach within 3 inches of sign without encountering protruding objects or standing within swing of door.

- B. Wall-Mounted Panel Signs: (Interior signage – see schedule at end of this section) Attach panel signs to wall surfaces using methods indicated below:
1. Vinyl-Tape Mounting: Use double-sided foam tape to mount signs to smooth, nonporous surfaces. Do not use this method for vinyl-covered or rough surfaces.
  2. Silicone-Adhesive Mounting: Use liquid-silicone adhesive recommended in writing by sign manufacturer to attach signs to irregular, porous, or vinyl-covered surfaces. Use double-sided vinyl tape where recommended in writing by sign manufacturer to hold sign in place until adhesive has fully cured.
- C. Dimensional Characters: (Exterior building sign) Mount to wall using threaded studs attached to back of characters which insert into drilled holes in wall. Secure stud in hole with silicone adhesive. Provide heavy paper template to establish character spacing and to locate holes for fasteners. Flush mount characters with backs in contact with wall surface.

### 3.3 CLEANING AND PROTECTION

- A. After installation, clean soiled sign surfaces according to manufacturer's written instructions. Protect signs from damage until acceptance by Owner.

### 3.4 INTERIOR SIGN SCHEDULE

- A. Provide sign adjacent to each interior door.
- B. ~~6x9 sign w/ 3 lines of text and Braille~~ Provide signage as per Schedule on A13.1; final room names and numbers to be coordinated with Owner via Submittal
- ~~C. 9x9 sign w/ accessibility pictogram, Braille and 2 lines of text at all toilet/bath rooms.~~

DOOR NO.	SIGN MESSAGE
101	<del>Bedroom</del> <u>Stair</u>
102	<del>Bedroom</del> <u>Mech</u>
103	<del>Toilet / Shower — Unisex Symbol &amp; ADA Symbol</del> <u>Elevator</u>
104	<del>Toilet / Shower — Unisex Symbol &amp; ADA Symbol</del> <u>Conference Room</u>
105	<del>Bedroom</del> <u>Corridor</u>
106	<del>Bedroom</del> <u>Not Used</u>
107	<del>Janitor</del> <u>Conference Room</u>
108	<del>Toilet / Shower — Unisex Symbol</del> <u>Electrical</u>
110	<del>Shop</del> <u>Stair</u>
<u>111</u>	<del>Apparatus Bays</del> <u>Janitor</u>
<del>113</del> <u>112</u>	<del>Apparatus Bays</del> <u>Men's Toilet with ADA Symbol</u>
113	<del>Decontamination</del> <u>Women's Toilet with ADA Symbol</u>
114	<del>Decontamination</del> <u>IT Office</u>
<del>115</del> <u>115</u>	<del>PPE / Turnout</del> <u>Not Used</u>

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<del>115</del> <u>116</u>	<del>Watch</del> <u>Server Room</u>
117	<del>Kitchen</del> <u>Storage/Office</u>
118	<del>Dayroom</del> <u>Storage</u>
119	<del>Toilet / Shower — Unisex Symbol</del> <u>EM Radio Room</u>
<del>120</del> <u>201</u>	<del>Laundry</del> <u>Gallery</u>
<del>121</del> <u>202</u>	<del>Laundry</del> <u>Toilet with Unisex Symbol</u>
<del>124</del> <u>202A</u>	<del>IT Room</del> <u>Storage</u>
<del>122</del> <u>203</u>	<del>Storage</del> <u>Stair</u>
<del>123</del> <u>204</u>	<del>Men's Toilet with ADA Symbol</del> <u>City Manager's Office</u>
<del>126</del> <u>205</u>	<del>Women's Toilet with ADA Symbol</del> <u>City Recorder</u>
<del>127</del> <u>206</u>	<del>Exercise</del> <u>Records Office</u>
<del>128</del> <u>207</u>	<del>Conference</del> <u>Elevator</u>
<del>129</del> <u>208</u>	<del>Toilet — Unisex Symbol and ADA Symbol</del> <u>Elevator Equipment</u>
<del>132</del> <u>209</u>	<del>Mechanical / Water</del> <u>Kitchen</u>
<del>133</del> <u>210</u>	<del>Toilet — Unisex Symbol and ADA Symbol</del> <u>Project Office</u>
<del>135</del> <u>211</u>	<del>Corridor</del>
<u>212</u>	<u>HR Office</u>
<u>213</u>	<u>Records</u>
<u>214</u>	<u>Benefits Office</u>
<u>215</u>	<u>Finance Office</u>
<u>216</u>	<u>Work Room</u>
<u>217</u>	<u>Storage</u>
<u>218</u>	<u>Mayor's Office</u>
<u>219</u>	<u>Main Street</u>
<u>220</u>	<u>Stair</u>
<u>221</u>	<u>Toilet with Unisex Symbol</u>
<u>221A</u>	<u>Janitor</u>
<u>222</u>	<u>Not Used</u>

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<a href="#">223</a>	<a href="#">Vestibule</a>
<a href="#">224</a>	<a href="#">Code Adm.</a>
<a href="#">225</a>	<a href="#">Conference</a>
<a href="#">226</a>	<a href="#">Work Area</a>
<a href="#">227</a>	<a href="#">Not Used</a>
<a href="#">228</a>	<a href="#">A.P. Office</a>
<a href="#">229</a>	<a href="#">C.C. Office</a>
<a href="#">230</a>	<a href="#">Corridor</a>
<a href="#">231</a>	<a href="#">Lobby</a>
<a href="#">232</a>	<a href="#">Women's Toilet with ADA Symbol</a>
<a href="#">233</a>	<a href="#">Men's Toilet with ADA Symbol</a>
<a href="#">234</a>	<a href="#">Storage</a>
<a href="#">235</a>	<a href="#">Court / Council Room</a>
<a href="#">236</a>	<a href="#">Storage</a>
<a href="#">237</a>	<a href="#">Vestibule</a>
<a href="#">301</a>	<a href="#">Stair</a>
<a href="#">302</a>	<a href="#">G.I.S. Office</a>
<a href="#">303</a>	<a href="#">City Engineer</a>
<a href="#">304</a>	<a href="#">Elevator Lobby</a>
<a href="#">305</a>	<a href="#">Elevator</a>
<a href="#">306</a>	<a href="#">Planner</a>
<a href="#">307</a>	<a href="#">Building and Codes</a>
<a href="#">308</a>	<a href="#">Mech.</a>
<a href="#">309</a>	<a href="#">Toilet with Unisex Symbol and ADA Symbol</a>
<a href="#">310</a>	<a href="#">Stair</a>
<a href="#">311</a>	<a href="#">Not Used</a>

END OF SECTION



## **PRE-BID MEETING MINUTES**

### **CITY OF WINCHESTER – CITY HALL RENOVATIONS**

February 26<sup>th</sup>, 2026 at 10:00 am.

City of Winchester – City Hall Renovations

#### **AGENDA**

##### **I. Introductions**

- A. City of Winchester
  - 1. Cory Hall – City Engineer
  - 2. Beth Rhoton – City Manager
- B. Allen & Hoshall
  - 1. Rob Thew, Architect – Project Manager
  - 2. Keith Seagraves, Structural
  - 3. Abbie Belles,

##### **II. Bid Schedule and Requirements**

- A. Sealed bids will be received at the Winchester City Hall Renovations located at 7 South High Street, Winchester, TN, 37398 until 2:00 o'clock P.M. local time, on Wednesday, March 11, 2026 and then at said office publicly opened and read aloud.
- B. Bid Submittal Requirements – Please read thru instruction to bidders and provide all info required by the state of TN on the bid envelope for public procurement. All subs with contract valuation above the limits shall have their license number on the envelope cover which includes mech, elec, plumbing, masonry, etc
- C. Bid Bond – Will be required and included with your bid.
- D. Drawings available from our plan room located at [www.allenhoshallplanroom.com](http://www.allenhoshallplanroom.com) These are free of charge to download and distribute. You must register to be placed on the plan holder list to receive future addendums. There is also an option to purchase plans and specifications.

##### **III. Bid Form and Contracting documents**

- A. Draft contracting documents are included.
  - i. A101 – Owner/Contractor
  - ii. A101 Exhibit A – Insurance requirements ( builders risk policy shall provided by GC and included in the base bid)

- iii. A201 – General Conditions
- B. Bid Form
  - i. Allowances – Include all allowance in base bid amount. Review section 2113 and the A201 for what to include.
    - 1. Door allowance
    - 2. Exterior Wall / Canopy mounted signage
    - 3. Site / screening landscape for generator as required by City Standards.
    - 4. Hazardous Material Testing and Abatement
    - 5. Interior Finish contingency fund
    - 6. Structural contingency fund
    - 7. Owners Contingency
  - ii. Addenda – Make sure they are acknowledged
  - iii. Owner required City-furnished documents: 00 3310 (11 pages). Any bid that does not include these documents will be considered invalid.
- C. Alternates
  - i. Add Alternate 1 – Deductive alternate – removal of generator and transfer switch

#### **IV. Project Schedule**

- A. Bids March 11, 2026
- B. Board approval – *Potentially approved by mid-April*
- C. Phase 1 -300 calendar days contract to substantial completion plus 30 day final completion
- D. Phase 2 – 450 calendar days contract to substantial completion plus 30 day final completion
- E. See 013500 for weather delays – pending exterior work affected.
- F. Liquidated damages are set at \$500 per calendar day.

#### **V. Substitutions**

- A. Or Equal Substitution – Substitution requests will be considered after the bids are received. All properly submitted requests will be considered, but the burden of proof is with Contractor. Pre-bid substitutions are recommended.

#### **VI. Communication During Bidding**

- A. Written communication is preferred either by email ([rthew@allenhoshall.com](mailto:rthew@allenhoshall.com)) If not written, you may call Me: 423.498.5357
- B. Addendum will be sent to all the Plan Holders, which includes the plan rooms.
- C. We will not be answering any questions within 48 hours of the bid (excluding weekends and holidays), after March 9th at 2:00 PM. Please try to get your questions in before the last minute so we can have time to answer them properly.

#### **VII. Phasing**

- A. Working Hours – per City of Winchester requirements

**VIII. Job Specifics**

- A. City of Winchester for permit and inspection – the City does not charge a permitting fee for City-Owned work. Contractor responsible for obtaining Permit.
- B. Testing – Owner will retain testing services company
- C. Temp utilities – can use what’s available onsite.

**IX. Questions**

*Permitting – Building permit will include Structural, Mechanical, Plumbing – Electrical Permit through state*

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# Winchester City Hall Renovations

## PRE-BID MEETING - SIGN-IN SHEET

February 26, 2026

Page 1

Name	Organization	Phone	Fax	email
1 GRIFFIN ASH	SHELBY GC	205 568 2468		gash@SHELBYGC.COM
2 Chad Smith	Shelby GC	931-841-8154		Csmith@ShelbyGC.COM
3 Cory Hall	City of Winchester			cory.hall@winchester-tn.gov
4 Josh Beebe	Wright Const.	740-350-1744		jbeebe@wcc-chatt.com
5 Tedrick M Elmendorf	Tristate Roofing	615-418-3681		ctetty2@tstateroofing.com
6 John Clevenger	P+C Construction	423-659-7503		jclevenge@pc-const.com
7 Blake Goldsmith	Robert Roberts, LLC	423-290-7320		estimating@robertroberts.com
8 Mike Sullivan	Sain Construction Company	931-728-7644		msullivan@sainconstruction.com
9 ROY BRUCE	BARON CONSTRUCTION	615-690-7770		bruce@baronconstructionllc.com
10 Michael Sisk	Lee Adcock	931 308 2470		proclean.michael@gmail.com
11 Scott Fuehant	Lee Adcock	931-307-1440		R.lamb@leeadcock.com
12 HONNIE TAYLOR	Taylor Construction	615-654-5608		Taylor Construction@gmail.com
13 Bryson Holt	Lee Adcock	931-607-1664		R.lamb@leeadcock.com
14 PHILIP VINCENT	LEE ADCOCK	931-703-9218		R.LAMB@LEEADCOCK.COM
15 Carl Mount	DLG SERVICES	423 463 4299		Carl@dlgservices.com

# Winchester City Hall Renovations

## PRE-BID MEETING - SIGN-IN SHEET

February 26, 2026

Page 2

	Name	Organization	Phone	Fax	email
16	Matthew Meeks	OLG Services	423-637-5272		mmeeks@olgservices.com
17	Joe Sheetz	OLG Services	931-703-2536		j-sheetz@olgservices.com
18	Will Frazier	Taylor's Construction	931-261-6422		w.frazier@taylor's@gmail.com
19	Lance Kitchens	Russo Corp	205-213-5084		lkitchens@russocorp.com
20	Josh Todd	Ting's Construction	615-485-9110		Josh@TingScanConstruction.com
21	Rob Thew	Allen & Hoshall			rthew@allenhoshall.com
22	Beth Rhoton	City of Winchester			bethrhoton@winchester-tn.com
23					
24					
25					
26					
27					
28					
29					
30					

**QUESTIONS & ANSWERS  
WINCHESTER CITY HALL RENOVATIONS  
WINCHESTER, TENNESSEE**

- Q1) Project Specifications contain Section 03 4100 Precast Structural Concrete. I have searched the drawings and do not see where this product is to be used on this project. Can you tell me where this product is to be installed?
- A1) Remove all references to Section 03 4100 Precast Structural Concrete.
- Q2) Plan sheet A0.3 (Phasing Plan) is missing. Is this needed?
- A2) Please see attached A0.3, Phasing Plan, included with this Addendum.
- Q3) Reference Section 10 14 00, Part 2.3D: references 12" high metal letters JEFFERSON CITY, and 2.3E references 7" high metal letters FIRE DEPARTMENT. I don't think these sections are relative to this project. Again Section 10 14 00, Part 3.4 Interior Sign Schedule: I don't believe the Sign Schedule provided is relative to this project as the door numbers do not match the floor plan, i.e., "Bedroom" in several door locations, "Decontamination" at several door locations, door label on sign schedule does not match room name on floor plans. Please provide correct Interior Sign Schedule.
- A3) Please see attached revised Section 10 1400, Signs, included with this Addendum.
- Q4) Details 2/A7.7, 3/A11.4. 4/A141.4 and notes on A11.7 reference 1 ¼" marble slab signage repurposed from existing building with signage messaging to be provided by the Owner. Please note the following comments: Will existing marble slab signage require cutting to proper sizes, or are the existing marble slabs to be installed in as-is condition? To provide proper pricing, signage messaging needs to be provided or allowance amount given for signage messaging.
- A4) Final signage has not yet been determined. The General Contractor is to coordinate with a City-designated representative to finalize signage messaging. The Interior Finish Contingency Fund is partially meant to cover workmanship and labor-related expenses incurred in the storage and installation of the marble slabs.
- Q5) There are some subcontractors requesting a site visit. Is there a local contact who can facilitate this.
- A5) Contact Cory Hall, City Engineer: [coryhall@winchester-tn.com](mailto:coryhall@winchester-tn.com); 931-357-3457 (cell)
- Q6) Is it possible to obtain an existing plan?
- A6) There were no existing drawings that were found related to this building or the Fire Station. Existing configuration is shown in the Demolition Plans.
- Q7) Are there any specs, elevations, materials, etc. for the screen wall?
- A7) See 2/A1.0, Pilaster Elevation and Plan, and 7/S5.1 and 8/S5.1, HSS Fence Post Foundation and Masonry Fence Post for materials and details for screen walls around radio tower.