

SECTION 00 91 13

ADDENDUM NUMBER 4

PARTICULARS

- 1.01 DATE: JUNE 7, 2021**
- 1.02 PROJECT: JOSEPH F. DRAKE MEMORIAL LIBRARY REROOFING**
- 1.03 PROJECT NUMBER: B. C. NO. 2020697**
- 1.04 PSCA NUMBER: 001P**
- 1.05 OWNER: ALABAMA A&M UNIVERSITY**
- 1.06 ARCHITECT: NOLA | VAN PEURSEM ARCHITECTS, PC**

TO PROSPECTIVE BIDDERS

- 2.01 THIS ADDENDUM FORMS A PART OF THE CONTRACT DOCUMENTS AND MODIFIES THE BIDDING DOCUMENTS DATED MAY 12, 2021, WITH AMENDMENTS AND ADDITIONS NOTED BELOW.**
- 2.02 ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED IN THE PROPOSAL FORM. FAILURE TO DO SO MAY DISQUALIFY THE BIDDER.**
- 2.03 THIS ADDENDUM CONSISTS OF 2 PAGES.**

CHANGES TO THE PROJECT MANUAL

3.01 SECTION 00 50 00 – CONSTRUCTION DOCUMENTS AND FORMS:

- A. Add Paragraph 1.01.A.6.c to read as follows:
 - c. Paragraph A – Add subparagraph (1) (b) to read as follows, “The General Contractor shall be responsible for payment of the Contract Administration Fee for the Construction Contract (CDA Fee-CC). See attached Contract Document Administration Fee Calculation Worksheet”.

CHANGES TO THE DRAWINGS – NOT USED

END OF ADDENDUM NUMBER 4



ALABAMA DEPARTMENT OF FINANCE
REAL PROPERTY MANAGEMENT
Division of Construction Management

www.dcm.alabama.gov, 334-242-4082

Revised August 2020

Department Use Only
Invoice #
Date Paid
Confirmation #

CONTRACT DOCUMENT ADMINISTRATION FEE CALCULATION WORKSHEET

DCM (BC) #
Date
Project Name; Owner/Architect/Engineer Project # & Phase/Package #
Owner Entity Name

Select one checkbox; either CDA Fee-OA, CDA Fee-CC or Additional Revised CDA Fee:

BASIC CONTRACT DOCUMENT ADMINISTRATION (CDA) FEE:

Complete one of the following columns:

CDA Fee-Owner/Architect/Engineer Agreement

Architectural/Engineering Firm Name:

Construction Project Budget Only:

CDA Fee-Construction Contract

Construction Company Name:

Construction Contract Sum:

FEE CALCULATION: Total CDA Fee: (estimated construction cost) x 0.5% = (total CDA fee amount)

CDA Fee-OA: (construction project budget) x 0.25% = (fee amount)

CDA Fee-CC: (construction contract sum) x 0.25% = (fee amount)

FEE AMOUNT CURRENTLY DUE:

ADDITIONAL REVISED CONTRACT DOCUMENT FEE:

Flat fee of \$200.00 per occurrence.

FEE AMOUNT DUE:

Basic Contract Document Administration (CDA) Fee: Applies to contracts administered by DCM and must be paid before the associated contract is DCM reviewed. In general, this fee covers review of the Owner/Architect/Engineer Agreements and Construction Contracts for state agency projects, Alabama Community College System projects and PSCA-funded and other bond-funded projects for K-12 public schools and universities and the related amendments, change orders, service invoices and pay requests. This fee does not apply to locally funded K-12 public schools or university projects. The Basic CDA Fee covers review of the original submitted document and one revision.

The total basic CDA fee is 1/2 of 1% of the total construction cost, due in two parts:

1/4 of 1% (.25%) of the Project Budget for administration of the Owner/Architect Agreement.

1/4 of 1% (.25%) of the Construction Contract Amount for administration of the Construction Contract.

CDA Fee-OA Exception: Open-End Owner/Architect/Engineer Agreements have no specific project sum at inception; therefore a CDA Fee-OA cannot initially be determined. Because one of the purposes of this type of Agreement is to aggregate services for multiple smaller projects, the CDA Fee-OA associated with Open-End Agreements is billed annually with a year-end of June 30th. The CDA Fee-CC for a Construction Contract of an Open-End project is still due when the contract is submitted to DCM.

Fees may be paid online at www.dcm.alabama.gov or paid with a physical check. Make check payable to: "Finance - Construction Management", include the DCM (BC) Project #, if assigned, on the check and attach the fee worksheet. Mail payment to: Finance - Construction Management, P.O. Box 301150, Montgomery, AL 36130-1150.

State agency inter-fund transfer and payments using Public School and College Authority (PSCA) funds: contact Jennie Jones at 334-242-4808 or jennie.jones@realproperty.alabama.gov.

The Basic Contract Document Administration Fee is subject to the Final Reconciliation of Fees at the close of construction.

Additional Revised Contract Document Fee: When more than one revision is required, an additional fee of \$200.00 will be charged to the design professional for each additional submittal until the document is executed. Contract documents subject to this fee include, but are not limited to, the following: Owner/Architect Agreements, Amendments, Statements for Services, Construction Contracts, Change Orders, Payment Applications and Certificates of Substantial Completion.