



JCR-BP-5
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ISSUANCE OF ADDENDA

RECOMMENDATION:

If addenda are necessary, they should be received as soon as possible, but in any event, not later than four (4) working days before receipt of bids. Usually this will provide time enough for the contractors and material men to change their estimates. However, if an addendum requires major or extensive changes, and appropriate extension of the bidding period should be granted.

COMMENTS:

- A. Contractors are urged to make requests for plan and specification clarifications in sufficient time to permit issuance of addenda four (4) days prior to bid date.
- B. Minor clarifications are defined as interpretations or a correction of an obvious error.
- C. Bid forms should include space for listing addenda received. Before bids are opened, architect should ask if contractors have received all addenda issued.

Rev. 02/04

End of JCR-BP-5

This recommendation, while not mandatory, is the diligent work of a committee which is drawn from a cross section of the construction industry represented by architects and general contractors. The committee presents this recommendation with the expectation that it will be adhered to voluntarily.