

Certificate of Substantial Completion

PROJECT: (name and address)
Baldwin County Board of Education
Building Ventilation Improvements
2600 Hand Avenue

OWNER: (name and address)
Baldwin County Commission
322 Courthouse Square
Bay Minette, Alabama 36507

Bay Minette, AL 36507

CONTRACT INFORMATION:

Contract For: General Construction

Date: August 20, 2024

Date: April 10, 2025

Certificate Number: 001

CERTIFICATE INFORMATION:

ARCHITECT: (name and address)
JMR+H Architecture, PC
445 Dexter Avenue, Suite 5050
Montgomery, AL 36104

CONTRACTOR: (name and address)
Tindle Construction, LLC

210 Saraland South Saraland, Alabama 36571

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate. (Identify the Work, or portion thereof, that is substantially complete.)

JMR+H Architecture, PC
ARCHITECT (Firm Name)

Office Sawicki, Dir.

PRINTED NAME AND TITLE

April 10, 2025

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows: (Identify the list of Work to be completed or corrected.)

See Attached

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$10,000.00

SIGNATURE

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Tindle Construction, LLC

CONTRACTOR (Firm Name)

Baldwin County Commission

OWNER (Firm Name)

Ronnie W. Tindle,

Estimator

PRINTED NAME AND TITLE

Matthew P. McKenzie,

Chairman

PRINTED NAME AND TITLE

DATE



Architecture, PC

REVIEW FOR ACCEPTANCE

OWNER:

Baldwin County Commission

322 Courthouse Square Bay Minette, Alabama 36507 ARCHITECT:

JMR+H Architecture, PC 445 Dexter Avenue, Suite 5050

Montgomery, AL 36104

Tel: 334.420.5672

Fax: 334.420.5692

CONTRACTOR:

TINDLE CONSTRUCTION, LLC

210 Saraland Blvd, South Saraland, Alabama 36571

BALDWIN COUNTY VENTILATION IMPROVEMENTS PROJECTS

PROJECT: Baldwin County Ventilation Improvements Satellite Courthouse- Fairhope	LOCATION: Fairhope, Alabama Bay Minette, Alabama		
COUNTY/PARISH: Baldwin	DATE OF PROJECT VISIT: April 10, 2025		
SITE CONDITIONS: Good	WEATHER: Cloudy / 70 degrees		
NUMBER OR WORKERS: N/A (see sign in sheet)	ARCHITECT'S PROJECT NUMBER: #23-1287		
NOTICE TO PROCEED: 9-18-2024	SCHEDULED DATE OF COMPLETION September 18, 2025		
STARTING DATE: June 03 / 24	ESTIMATED ACTUAL COMPLETION: 50 % - BOE 98%		
PROJECT MANAGER: Marcus Henson	PROJECT PHONE: 251-725-3472 (cell)		

Dave Sawicki –Director of Contract Administration

Dave Sawicki

Email Copy:

Wanda Gautney / Baldwin County Purchasing Director Chris Bulman / Baldwin County Building Maintenance Supervisor (South End) Derrick Crocker / Baldwin County Building Maintenance Supervisor (North End) CA Department

<u>Cor</u>

<u>Comments</u>						
 Please see attached engineer's deficiency list from "Review for Acceptance", along with sign in sheet. 						
Contractor to notify A/E when all items are complete fro a follow-up review.						
Photographs taken by JMR+H Architecture and retained for Record						
No observation of the Owner, its consultants or its Architect and no inspection, tests, or approvals by them shall relieve the Contractor from their obligation to perform the Work in strict conformity with the Contract Documents.						



SITE OBSERVATIONS

To: Dave Sawicki From: Eddie Smith

Subject: Ventilation System Improvements

Baldwin County Commission Building
Occupied by Baldwin Board of Education

Bay Minette, Alabama

Architect's Project #23-1287 / Engineer's Project #23149

Date: April 10, 2025

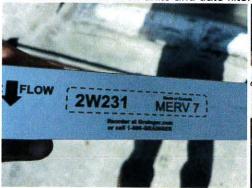
The following items need attention or correction:

A. HVAC

1. General:

- a. Furnish closeout documents to include warranties, maintenance manuals, and factory startup reports.
- b. Submit test and balance report.
- Conduct Owner training and set all programmable thermostats according to Owner's preferences.
- d. Complete final filter change and mark date on filter.

Install 2" Merv 13 filters at all units and date filter.

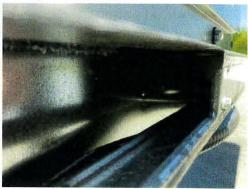






3. The Rooftop units are anchored to the adaptor curb with long cut screws, two per side. See the anchoring detail on page M2.1.





- 4. Verify that backdraft dampers are installed on the DH units.
- 5. Repair the wall where new thermostats are installed.





6. Insulate all horizontal condensate piping as per plans/specs.





7. Verify unit shut down with EZ Trap float switches and pan switches. When tested, the units did not shut down.



8. Seal opening where the outdoor refrigerant piping enters the building.



9. Install supports to the refrigerant piping outside where the working path is located.





SITE OBSERVATIONS

To:

Dave Sawicki

From:

Eddie Smith

Subject:

Baldwin County Satellite Courthouse - Fairhope

Ventilation System Improvements

Fairhope, Alabama

Architect's Project #23-1289 / Engineer's Project #23149

Date:

April 10, 2025

The following items need attention or correction:

A. HVAC

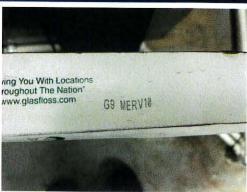
- General:
 - Furnish closeout documents to include warranties, maintenance manuals, and factory startup reports.
 - b. Submit test and balance report.
 - Conduct Owner training and set all programmable thermostats according to Owner's preferences. Provide Owner training on accessing remote control of units.
 - d. Complete final filter change and mark date on filter.
- Install hail guards at all heat pump condensers as per plans/specs. See Heat Pump Schedule Note 3.



3. Install 2" Merv 13 filters installed at all air handlers and date filters as per plans/specs. See Heat Pump Schedule Note 8.







- 4. Label ceiling grid where all equipment is installed above the ceiling as per plans/specs. See Sheet M2.1, Details.
- 5. Install auxiliary drain pan float switches at all equipment installed above the ceiling as per plans/specs. See HVAC Note 11.
- 6. DH Units:
 - a. Check all DH units and repair the duct insulation.
 - b. Tape/seal the duct at the collars.



7. Repair & paint walls where new thermostats are located.







8. Indoor HP-217: Repair the return box insulation that is loose from the box.



10. HP-213 and HP-217: Electrical sizing was based on the Heat Pump Schedule. Units installed have a higher amp draw. Sheet M1.1, HVAC Note 4 and 8 states the Contractor is the coordinate with other trades and the voltage and phase of each piece of equipment. Submittal review letter dated September 9, 2024, Note 1 (in bold) states: "Contractor shall coordinate all required electrical with the electrical subcontractor. Any costs for changes in electrical service will be the sole responsibility of the mechanical contractor."



11. DH-4: Provide proper supports for the flex duct as per plans/specs. The ceiling grid cannot be used as support.



12. Check all EZ-Trap float switches. Some that were tested did not shut down the equipment.



April 11, 2025

Dave Sawicki JMR+H Architecture, P.C. 445 Dexter Avenue, Suite 5050 Montgomery, AL 36104

Re: Ventilation System Improvements Baldwin County Commission Building Occupied by Baldwin Board of Education
Bay Minette, AL
JMR+H Project #: 23-1287

Dear Dave,

An electrical inspection was conducted at the project site on April 10, 2025 for the above referenced project. The following items were noted:

- 1. Label all safety switches with engraved laminate nameplate indicating equipment name, voltage and the panel it is served from.
- 2. Label all junction boxes with circuit number.
- 3. All dehumidifiers were installed with a receptacle above ceiling and the power cord plugged in above ceiling. Contract Documents indicate a hardwired connection with motor snap switch. Either relocate the receptacle below the ceiling or provide hardwired connection above ceiling as shown on Contract Documents.
- 4. 20A, 120V circuits for motorized dampers did not appear to be installed as indicated on Contract Documents.
- 5. Confirm testing of duct detectors and associated AHU shutdown. There was no fire alarm system contractor on site to test at the time of inspection.
- Re-type all panelboard schedules to reflect circuit modifications as indicated on Contract Documents.
- 7. Color code all conductors at equipment safety switches with consistent colored tape.
- 8. Outdoor condensing unit conduit (HP-1 thru HP-5) installation does not match detail as shown on Contract Documents. Contractor has installed liquid-tite flexible conduit complete from the safety switch to the equipment. Contract Documents indicate GRC from safety switch routed along the pad, then transitions to liquid-tite flexible conduit at the equipment.
- 9. No remote annunciator has been installed to indicate which unit has been shut down due to duct detector initiation as indicated on Contract Documents.
- 10. New GFI WP receptacle does not appear to be installed at outdoor condensing unit location as indicated on Contract Documents.
- 11. Verify all fuse sizing coordinates with actual equipment. Approved RTUs 1, 2 & 4 appear to have a different MOP (lower) than what was shown on Contract Documents.
- 12. **HP-1 outdoor safety switch:** Two ground conductors under the same lug. Install under separate lug or provide evidence lug is rated for multiple conductors.
- 13. Panel "H":
 - a. MC cable installed for dehumidifier circuits. Contract Documents do not permit the use of MC cable.
 - b. Only three (3) 20A/1P breakers installed. Contract Documents indicate six (6).

The missing circuits appear to be for motorized dampers and WP receptacle at outdoor units.

- 14. HP-4 Indoor: Approved mechanical submittals indicate two separate 208V/1PH circuits One at 25A MOP and one at 60A MOP. Mechanical and electrical Contract Documents indicate a single point connection for 60A MOP at 208V, 1-PH. Confirm coordination with mechanical for the additional electrical work required.
- 15. Confirm connection of UVC lights in each of the HP indoor units.
- 16. Panel "MB":
 - a. Confirm breaker sizing for HP-3 and HP-4 indoor units as the breakers in the panelboard do not match what was shown on Contract Documents.
 - Could not confirm breakers for DH-3, 4 and motorized dampers as shown on Contract Documents.
 - c. Verify conductor ampacity coordinates with breaker size in accordance with NEC criteria.
 - d. Re-type panelboard schedule to reflect circuit modifications.
- 17. RTU-2: Receptacle at unit is not functioning properly.

Sincerely,

Adam Mills, P.E., RCDD



ELECTRICAL INSPECTION REPORT

April 11, 2025

Dave Sawicki JMR+H Architecture, P.C. 445 Dexter Avenue, Suite 5050 Montgomery, AL 36104

Re: Baldwin County Satellite Courthouse-Fairhope Ventilation System Improvements Fairhope, AL

JMR+H Project #: 23-1289

Dear Dave,

An electrical inspection was conducted at the project site on April 10, 2025 for the above referenced project. The following items were noted:

- 1. Label all safety switches with engraved laminate nameplate indicating equipment name, voltage and the panel it is served from.
- 2. Label all junction boxes with circuit number.
- All dehumidifiers were installed with a receptacle above ceiling and the power cord
 plugged in above ceiling. Contract Documents indicate a hardwired connection with
 motor snap switch.
- 4. 20A, 120V circuits for motorized dampers did not appear to be installed as indicated on Contract Documents. Verify correct operation.
- 5. Confirm testing of duct detectors and associated AHU shutdown. There was no fire alarm system contractor on site to test at the time of inspection.
- Re-type all panelboard schedules to reflect circuit modifications as indicated on Contract Documents.
- 7. Color code all conductors at equipment safety switches with consistent colored tape.
- 8. Verify all fuse sizing coordinates with actual installed equipment as indicated on Contract Documents.
- Approved Mechanical submittals for HP-209 (Indoor and Outdoor) indicate 230V
 electrical connections. Voltage is 208V. Confirm the electrical information in mechanical
 submittals is accurate for 208V and not just 230V. If not the same, coordinate breaker,
 fuse and conductor sizing as required.
- 10. HP-208 Outdoor:
 - a. Confirm conductors are 2 #8 & 1 #10 GND., minimum to coordinate with unit MCA
 - b. Install new liquid-tite flexible conduit from safety switch to unit as shown on Contract Documents.
- 11. **HP-208 Indoor:** Approved mechanical submittals indicate MOP of 60A. Contract Documents indicate 80A. Verify fusing is 60A to coordinate with approved mechanical equipment MOP.
- HP-209 Indoor: Approved mechanical submittals indicate a MOP as 60A. Fuses in safety switch are 80A. Coordinate fuse sizing with MOP as indicated on Contract Documents.
- 13. **HP-213 Outdoor:** Install new liquid-tite flexible conduit from safety switch to unit as shown on Contract Documents.

Mark to the same

14. HP-213 Indoor:

- a. Conduit supports are not properly secured to wall.
- b. Open junction box with exposed conductors in ceiling.
- c. Branch circuit appears to be 2 #8 & 1 #12 GND. Per the MCA (52A) of the approved equipment submittal, branch circuit should be a minimum of 2 #6 & 1 #10 GND. per NEC. Coordinate as required.
- 15. **HP-217 Outdoor:** Branch circuit appears to be 2 #8 & 1 #12 GND. Per the MCA of the equipment (52A), branch circuit should be a minimum of 2 #6 & 1 #10 GND. per NEC. Coordinate as required.

16. HP-217 Indoor:

- a. Safety switch door does not fully open based on the current location. Adjust as required.
- b. Branch circuit appears to be 2 #8 & 1 #12 GND. Per the MCA of the equipment (52A), branch circuit should be a minimum of 2 #6 & 1 #10 GND. per NEC.

17. Panel LPN2:

- a. Clean out dirt and debris from enclosure.
- b. Label on panelboard is incorrect. See panelboard I.D. detail on sheet E001. Attach label with screws.
- c. Type panelboard schedule.

18. Panel "PAC":

- a. It does not appear all the circuit breakers were installed as shown on Contract Documents. 80A/3P (serving HP-209 Indoor) is not found in here. A 60A/3P circuit breaker is located in this panel. It appears approved mechanical submittals have HP-209 Indoor as a 60A/3P circuit. Confirm.
- b. Re-type panelboard schedule to reflect circuit modifications.
- 19. Confirm connection of UVC lights in each of the indoor units.

Sincerely,

Adam Mills, P.E., RCDD

JMR+H Architecture, PC

Ventilation System Improvements in the Baldwin County B.O.E. Building And Baldwin County Satellite Courthouse Fairhope Ventilation Improvements

Date: April 10, 2025 1:00 PM

Review for Acceptance

•	NAME	COMPANY	TELEPHONE #	EMAIL ADDRESS
1.	Marcus Henson	Tindle	251-725-3472	marcus hensu & findle constrution, nel-
2.	Adam Mills	MCE	334-270-0010	amills@mills-conely.com
3.	Eddie Smith	Whorton Eng	256-820-9897	draw@whorton Eng. Com
4.	Jason Kirby	BCC	251 - 423- 0009	jason. Kirby@baldwin canbyal.gov
5.	Share Jeanigen	Bcc	251-644-5219	Store Jennizan@ Balovi Gentle
6.	JASON VALLAGE	BCC	251 318 0315	JasoNoVAIIADE @ baldwincountyal.go
7.	DAVID SAWICKI	JMRHH	334.420.5672	donnicki djurua com
8.				
9.				