



DATE: 4/20/2023

ADDENDUM NO: 1

TO ALL OFFERORS:

REFERENCE:

IFB 2023-IFB-1005113 – Murray ES Casework Renovation
IFB Closing On: 05/11/2023

Please note the clarifications and/or changes made to this solicitation:

1. Pre-Bid Meeting Agenda
2. Pre-Bid List of attendees
3. AWI Certification is not needed for this project, and that requirement is being waived.

A signed acknowledgement of this addendum must be received by this office attached to your bid. Signature on this addendum does not constitute your signature on the original proposal document. The original proposal document must be signed also.

Buyer,

Chris Beahm

Chris Beahm
Purchasing Agent
Phone: (434) 296-5854

Name of Firm

Signature/Title

Date

Printed Name

**ALBEMARLE COUNTY PUBLIC SCHOOLS
PRE-BID CONFERENCE AGENDA
IFB #2023-1005113**

PROJECT: Murray Elementary School Casework Renovations (434) 977-4599
LOCATION: 3251 Morgantown Rd, Charlottesville, VA 22903 DATE: April 18, 2023; 3:00 p.m.

1. INTRODUCTIONS and SIGN-IN

2. PROJECT PERSONNEL:

Purchasing: Christopher Beahm: 434-296-5854, cbeahm@albemarle.org
Owner's Rep: Sheila Hoopmann: 434-916-9076; shoopmann@k12albemarle.org
Architectural/Engineering Firm: Moseley Architects
Architectural/Engineering Rep: Jacqueline Hall: 804-794-7555; jhall@moseleyarchitects.com

3. PROJECT SCOPE

The scope of the project is generally described as classroom casework replacement for 6-11 classrooms.

Cost Range: \$100,000 - \$200,000

4. SCHEDULE

Questions Due: May 5, 2023
Last Addendum Posted: May 5, 2023
Bids Due: Thursday, May 11, 2023 at 3:00 p.m.
Construction Start: June 13, 2023
NOTICE TO PROCEED will be issued no later than June 10, 2023.
Construction Finish (Substantial Completion): August 11, 2023.

Delivery Times:

Coordinate with PM 72 hours notice;

Restricted during morning & afternoon arrival & dismissal when school is in session: 7:30 am – 8:30 a.m. and 1:30 pm – 2:30 pm.

No restrictions when school is not in session (mid-June through late-August)

Damages for Delay per Supplemental General Conditions (Item 2 – Section 42):

\$500 /calendar day for Substantial Completion and

\$500 / calendar day for Final Completion.

5. BID DOCUMENTS

Plans, project specifications, Addendums, Bid tabulations and other documents are available at: <http://www.albemarle.org/departments.asp?department=purchasing>

Plans

Project Manual

Addenda

6. BID REQUIREMENTS

A. INSTRUCTIONS TO BIDDERS

1. Pre-Bid Question Form and Procedures
2. Read Full instructions
3. Withdrawal or Modification of Bids (see Item 6 in Instructions for proper procedure)
4. Instructions to Bidders, 5. Bid Guarantee. Any bid, including the Total Base Bid plus all Additive Bid Items, which exceeds one hundred thousand dollars (\$100,000) shall be accompanied by a Bid Bond payable to the Owner as obligee in an amount equal to five percent (5%) of the amount of the bid.

PM emphatically note here if a Bid Bond is required. This is based on the requirement in the Instructions to Bidder that the sum of the Total Base Bid and ALL Add Alternates for the

project, regardless of whether the Owner takes them, determines whether a Bid Bond is required. If the amount exceeds \$100,000, then a Bid Bond is required (even if the Owner does not decide to incorporate any of the add alternates in the contract).

B. REQUIREMENTS:

1. Bid Form

COMPLETE All Parts:

TOTAL BASE BID

BASE BID includes demolition and construction of the casework replacement in Classrooms 4, 5, 6, 11, Work Room, and Kitchen, complete and in accordance with the Plans and Specifications.

ADDITIVE BID ITEM 1: includes demolition and construction of casework replacement in Classrooms 7 and 8 complete, in accordance with the drawings and specifications.

ADDITIVE BID ITEM 2: Lump sum price for casework replacement in Classrooms 1, 2 and 3 complete, in accordance with the drawings and specifications.

Acknowledge addenda – the last addendum will be posted on Friday, May 5, 2023;

This includes acknowledgement ON the bid form AND attachment of the signed cover sheets for the addenda WITH the bid paperwork.

2. A Bid Bond is not required for this project if the Bid amount is \$100,000 or less.

However, a Bid Bond is required if the Bid amount exceeds \$100,000 and it MUST accompany the bid form at the time of submission.

3. State Corporation Commission & Registered Agent Form

4. Vendor Data Sheet

5. Certification of Crimes Against Children

6. Ensure a company officer or an officially authorized person signs the Bid Form

7. Ensure the bid bond identifies the name and address of an attorney-in-fact who is appointed to act on behalf of the surety within the Commonwealth of Virginia. The address shall be within the Commonwealth of Virginia. The attorney-in-fact shall affix to the bond a certified and current copy of the power of attorney (Instructions to Bidders, 5. Bid Guarantee, (a), 3rd and 4th sentences).

C. BID RECEIPT:

1. Clearly marked

2. Confirmation of bid location, date and time:

Purchasing Office, Albemarle County Office Building

401 McIntire Road, Charlottesville, VA

Bids Received by 3:00 pm on Monday, May 11, 2023

Bids Opened and Read virtually at 3:30 pm Monday, May 11, 2023 via Microsoft Teams link provided in project manual.

NOTE: No bids will be accepted after 3:00 pm

Bids and bid modifications MAY NOT BE FAXED.

3. Bid Receipt Protocol if Building is Closed – refer to the 2nd paragraph in the Invitation for Bids: If the County of Albemarle is closed for business at the time scheduled for bid opening, for whatever reason, sealed bids will be accepted and opened on the next scheduled business day, at the originally scheduled time).

4. Address of County website for determining whether building is closed: <https://www.albemarle.org/>

7. CONTRACT DOCUMENTS

General Conditions, Supplemental General Conditions, School Special Conditions, Contract;

NOTE: AC Mark-ups are now 10% and 10% for GC and SC Changes;

8. SPECIAL CONCERNS

A. Owner Occupancy; Existing Building Operations take precedence;

- No contact with students, faculty, staff
- B. Work Hours, Deliveries and Noise Ordinance
- B. Protection of Adjacent Areas including landscaping & facilities (Contractor Responsibility)
- C. OSHA / VOSH Regulations (where applicable).
- D. Special Inspections are required for this project.

9. JOBSITE SAFETY AND PROTECTION

- Access
- Site Limitations
- Staging, Storage, and Lay-Down Area
- Utilities (use of Owner's Water and Power is allowed but shall not be abused)
- Temporary Offices not required
- Contractor Parking
- Delivery Times
- Sanitary Facilities (contractor-furnished portable toilet)
- Exterior Enclosure-Control Partitions

10. ADMINISTRATION

- A. Retainage: 5%
- B. Coordination through Owner's Representative
- B. First Payment requires receipt and approval of Schedule, Schedule of Values and Submittal log

11. No separate Owner contracts *for this project; include other concurrent projects will be underway at the Site*

12. Addenda: Final Addenda (5 calendar days prior to Bid Date) . Note the deadline for final questions is **May 5, 2023** (7 calendar days prior to Bid Due Date) to ensure they can be answered in the final addendum.

13. Procedural Pre-Bid- Questions or Items to be Clarified?

14. Building Walk Through of Project Areas

Additional Field Visits *may be coordinated directly with the school office; Check in at Main office before or after school hours: Elementary school before 8:00 or after 2:30 pm;*



THE SCHOOL BOARD OF ALBEMARLE COUNTY, VIRGINIA
BUILDING SERVICES
PRE-BID CONFERENCE ATTENDEES

Project: Murray Elementary School Casework Renovations

Location: 251 Morgantown Rd, Charlottesville, VA 22903

Date: April 18, 2023

Name:	Patrick Talley
Organization:	Piney Ridge Contracting + Consulting, Inc
Phone No.:	434-473-3198
Fax No.:	N/A
E-Mail:	Patrick@Piney-ridgecc.com

Name:	Chris BEAHM
Organization:	Albemarle County
Phone No.:	
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E-Mail:	Cbeahm@albemarle.org

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