

Addenda

Culpeper County, Virginia Carver Center Abatement & Alterations

Addenda Number: 1

Culpeper County RFP No.: BG-17-1105

DATE: 11/30/2016

The following are minutes of the mandatory Pre-Bid meeting held on November 30, 2016 for the Carver Center Abatement & Alterations – Building “E” (Project #:1432E) project:

A. Introductions –

Alan Culpeper – Procurement Bid Requirements and Sign-in

Culpeper County Site Contact – Joe Koontz 540-718-1706 (for site access)

Dex Sanders – Architect

1. Alan Culpeper reviewed the Bid dates, locations & managed the Mandatory Meeting Sign-in. All questions must be addressed to Alan Culpeper in writing before 2:00 PM EST by December 2, 2016.
2. Pre-bid attendance list and all addenda will be posted on the County Website – Purchasing Page, and on the e-VA Website.
3. Dex provided an overall project review identifying scope of work.
4. Project will be organized as (1) Contract. Phase 2 work will be performed by others.
5. Building Permit applications will be filed and paid for by the Contractor.
6. Contractors should carefully review the entire contract before submitting bids and submit any contract exceptions prior to bidding. Once bids are received, no changes can be made to the Contract terms.
7. ACM report attached to PM.
8. ACM final inspection will be performed to document clean spaces. K-12 abatement is not required.
9. Work hours for Contractor: Monday – Saturday. No work on Sundays. Note: Church services are also held on Thursday evenings from 17:00 – 24:00, occasionally Saturdays and all day Sundays. The contact for the Church is Amilcar at (703) 858-1673.
10. Drawing Review:
 - Base Bid - See drawings for scope. A site review was held to familiarize contractors with the project areas.
 - Add Alternates were reviewed. Any questions regarding scope of work included in either the base bid or Add Alternates should be addressed prior to bids.
 - Any flooring abatement added to the Contract by Add Alternate will be an adjacent extension of the base bid work so that one containment area may be used.
 - Furniture will be removed by the County prior to Demolition
 - Work by Others – provide advance notice to County when work by Others needs to be done & coordinate work in the overall project schedule. All electrical work will be by the County.
11. Project Manual Review:
 - Dates – Bids due on or before 2:00 pm, EST on December 7, 2016. Start work following Notice to Proceed in late December or January.

- Substitution Requests – as soon as possible but should be approved before bid award. Requests should be made prior to the questions due date.
- Alternates on Bid Form – Bidders are encouraged to submit alternate proposals with their base bid.
- Qualifications – General and sub-contractors – should be experienced with this type of project
- Bid Modification – bids are valid for 90 days.
- Bid Bond & Performance Bond – One Bid Bond will be required that covers total contract amount. Performance bond will be required for Contract amount.
- Contract Time – 120 days
- Liquidated damages – The liquidated damages amount for the Contract will be two hundred (\$200) per day.

12. Site Review:

- A. Security – no specific contract requirements but the public must be protected from construction hazards and fencing may be necessary to retain materials on site.
- B. Use of Facilities – limit to areas under construction
- C. Trash removal – keep site clean. Contractor must provide dumpsters.
- D. Contractor parking / dumpster / material staging: Space is available on site.
- E. Public Access & Protection – Contractor responsible for public safety during construction. The Main Building ‘E’ will be occupied on Sunday for church service. Building utilities – use of site electrical & water is permitted.
- F. The Contractor is responsible for maintaining utilities to occupied portions of the site except during scheduled service interruptions. Water service is available in the building.
- G. Progress cleaning: Leave all public areas clean each day.
- H. Rooms 114A and 114B: Base bid shall include removing the 2x6 / plywood elevated platforms in each space. Re-painting of walls by others.
- I. Window removal: Contractor to saw cut back wood stools to remove existing windows from the exterior.
- J. Maintain existing boiler piping & HVAC systems except window units in windows to be removed.
- K. Cap plumbing fixtures in toilet 104 where ceramic tile is removed.
- L. County will remove lay-in fixtures before abatement. Any lighting remaining in ceilings to be removed shall be hung and left suspended by the Contractor.
- M. Criminal Background Checks will not be required for Contractor Personnel.

Note: A signed acknowledgement of this addenda must be received by the Procurement Department of Culpeper County either prior to the proposal/bid due date and hours, or attached to your proposal/bid. Signature on this addenda does not substitute for your signature on the original RFP/IFB document. The original RFP/IFB document must be signed.

Alan H. Culpeper

Alan H. Culpeper, CPPO, VCO
Director of Procurement

ACKNOWLEDGEMENT:

Signature

END OF ADDENDA NO. 1