

City of Lynchburg  
Procurement Division  
900 Church Street  
Lynchburg, Virginia 24504  
Telephone No.: (434) 455-3970  
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**Addendum for Invitation for Bids  
Circuit Court Building Boiler Replacement**

**14-923**

Date: 07/03/2014  
From: Lisa Moss, Buyer VCA  
RE: Addendum No. 2

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This Addendum supplements and amends the original Plans and Specifications and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Bidder shall indicate receipt of this Addendum and all previously issued Addenda on the Bid Form.

**1. Attached below is the addendum as prepared by 2RW.**

*Company Name:* \_\_\_\_\_ *Address:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Authorized Signature:* \_\_\_\_\_ *Title:* \_\_\_\_\_

*Print Name:* \_\_\_\_\_ *Telephone No.:* \_\_\_\_\_

*Fax No.:* \_\_\_\_\_



## MEETING MINUTES

PLEASE REVIEW & NOTIFY PREPARER IN WRITING WITHIN 3 DAYS IF ANY DISCREPANCIES OR OMISSIONS ARE NOTED.

project: **14207 – Circuit Court Boiler Replacement** date: 20 June 2014  
prepared by: Daniel Cardwell time: 10:00 AM  
location: City Hall, Bidders' Room; Circuit Court, Mechanical Room  
attendees: Randy Dalton, City of Lynchburg randy.dalton@lynchburgva.gov  
Lisa Moss, City of Lynchburg lisa.moss@lynchburgva.gov  
Trace McDowell, Southern Air trace.mcdowell@southern-air.com  
Monte Roberson, Valley Industrial Piping mroberson@valleypipes.com  
Rick Strubell, Valley Industrial Piping rstrubell@valleypipes.com  
Dewayne Mackey, Riddleberger Brothers, Inc. mackeyd@rbiva.com  
Daniel Cardwell, 2rw Consultants Inc. danielc@2rw.com  
distribute to: Randy Dalton, Lisa Moss

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### NEW BUSINESS

<u>Action by:</u>	<u>Item No.</u>	<u>Description</u>
	01-01	Introductions were made by all attendees and all parties signed in via the record of attendance sheet.
	01-02	Reviewed instructions and requirements for Invitation for Bids. <ul style="list-style-type: none"><li>• <b><u>THE FOLLOWING IS A MODIFICATION FROM THE DATE AND LOCATION IN THE INTIAL BID DOCUMENTS:</u></b>  Bid Deadline (<b>MODIFIED BY ADDENDUM NO. 1</b>): July 10, 2014 at 3:00 PM. Bid Opening location (<b>MODIFIED FROM BID DOCUMENTS</b>): The bid opening location has been <b>moved from the Bidders Room to the City Managers Conference room, 3rd Floor City Hall 900 Church Street, Lynchburg, VA. Date and time as specified in Addendum #1 remains as stated.</b></li></ul>
	01-03	Completion Date/Liquidated damages <ul style="list-style-type: none"><li>• Time is of the essence to complete this project.</li><li>• Construction schedule is 90 days.</li><li>• Contractor shall commence work within 10 days after Notice to Contractor to proceed.</li><li>• Liquidated damages in the amount of \$150.00 per day.</li></ul>

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Charlottesville VA  
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20009

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<u>Action by:</u>	<u>Item No.</u>	<u>Description</u>
	01-04	<p>Coordination of work activities</p> <ul style="list-style-type: none"><li>• Construction activities need to be coordinated with deputies for equipment removal and delivery through the sally port directly adjacent to the mechanical room.</li><li>• Workers need to be introduced to the deputies at the beginning of the project so the deputies know who is in the building.</li><li>• Deputies will provide workers with a key and access card each day. These items must be returned at the end of each day.</li><li>• The rolling door to between the sally port and mechanical room shall be closed and secured prior to leaving the jobsite each day.</li><li>• The sally port may NOT be used for equipment laydown.</li><li>• Randy Dalton will provide a waiver for permit fees.</li><li>• Street parking will be provided with permit.</li></ul>
	01-05	<p>An overview of the scope of work was provided by Randy Dalton and Daniel Cardwell.</p> <p>General</p> <ul style="list-style-type: none"><li>• Area of work: Circuit Court boiler room, roof.</li><li>• This is a basic description of the general scope. Refer to drawings and specifications for further detail.</li></ul> <p>Demolition</p> <ul style="list-style-type: none"><li>• Prior to demolition of system, existing heating water flows shall be metered</li><li>• Remove (1) existing boiler, vent, air separator, heating water pumps, and appurtenances associated with the boilers as shown on the drawings.</li></ul> <p>New Work</p> <ul style="list-style-type: none"><li>• Provide two new condensing boilers. Route boiler intake and exhaust through existing chase for current boiler vent.</li><li>• Provide integrated boiler controller by boiler manufacturer for fully functional system.</li><li>• Provide (2) inline boiler circulator pumps.</li><li>• Provide (2) base-mounted building pumps.</li><li>• Provide piping and associated appurtenances within mechanical room as indicated on the plans.</li><li>• Provide dirt-air separator, buffer tank, and associated appurtenances.</li><li>• TAB system to match existing flow rates to building.</li><li>• Provide conductors, conduit, starters, disconnects, and circuit breakers to power new equipment.</li></ul>
	01-06	<p>Minor revisions to the construction documents were identified as follows. See revisions to drawing for addition information.</p> <ul style="list-style-type: none"><li>• Metering of Panel LC shall commence prior to demolition and shall measure power draw of panel at 15 minute intervals for a minimum of one week. Data shall be provided to engineer to assess loading on panel.</li><li>• Both building pumps are to be supplied with NEMA size 0 starters.</li><li>• Building pumps shall be circuited to a 25A breaker (instead of 30A) in panel LC.</li></ul>

01-07 QUESTIONS/RESPONSES (NOT DISCUSSED AT PRE-BID):

1. Drawing M1.0 Detail 3 Roof Penetration to be sealed water tight. Is the roof under warranty?

**The roof is not covered under an existing warranty. Contractor shall use due diligence to protect existing roofing and provide patching with minimal impact to surrounding areas. Materials to patch penetrations shall match surrounding. Any disturbances to the existing roof made by the contractor as a result of this project shall be repaired to prevent leaks.**

2. Will you accept non condensing boilers as a replacement or changing the specified water temps to match what is needed for the boilers you have specified.

**Only boilers as specified will be acceptable. The temperature setpoints have been modified on drawing M0.0.**

3. Who is the present Chemical Water Treatment Company for the existing Lynchburg Circuit Court Building Boiler?

**Riddleberger Brothers, Inc.**

**END OF MEETING MINUTES**

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