

City of Lynchburg  
Procurement Division  
900 Church Street  
Lynchburg, Virginia 24504  
Telephone No.: (434) 455-3970  
Fax No.: (434) 845-0711

**Addendum for Invitation for Bids**  
**Moving Services for Heritage High School (HHS) and Lynchburg City Schools**  
**2016-045**

Date: 02/24/2016  
From: Lisa Moss, Buyer VCA  
RE: Addendum No. 1

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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.

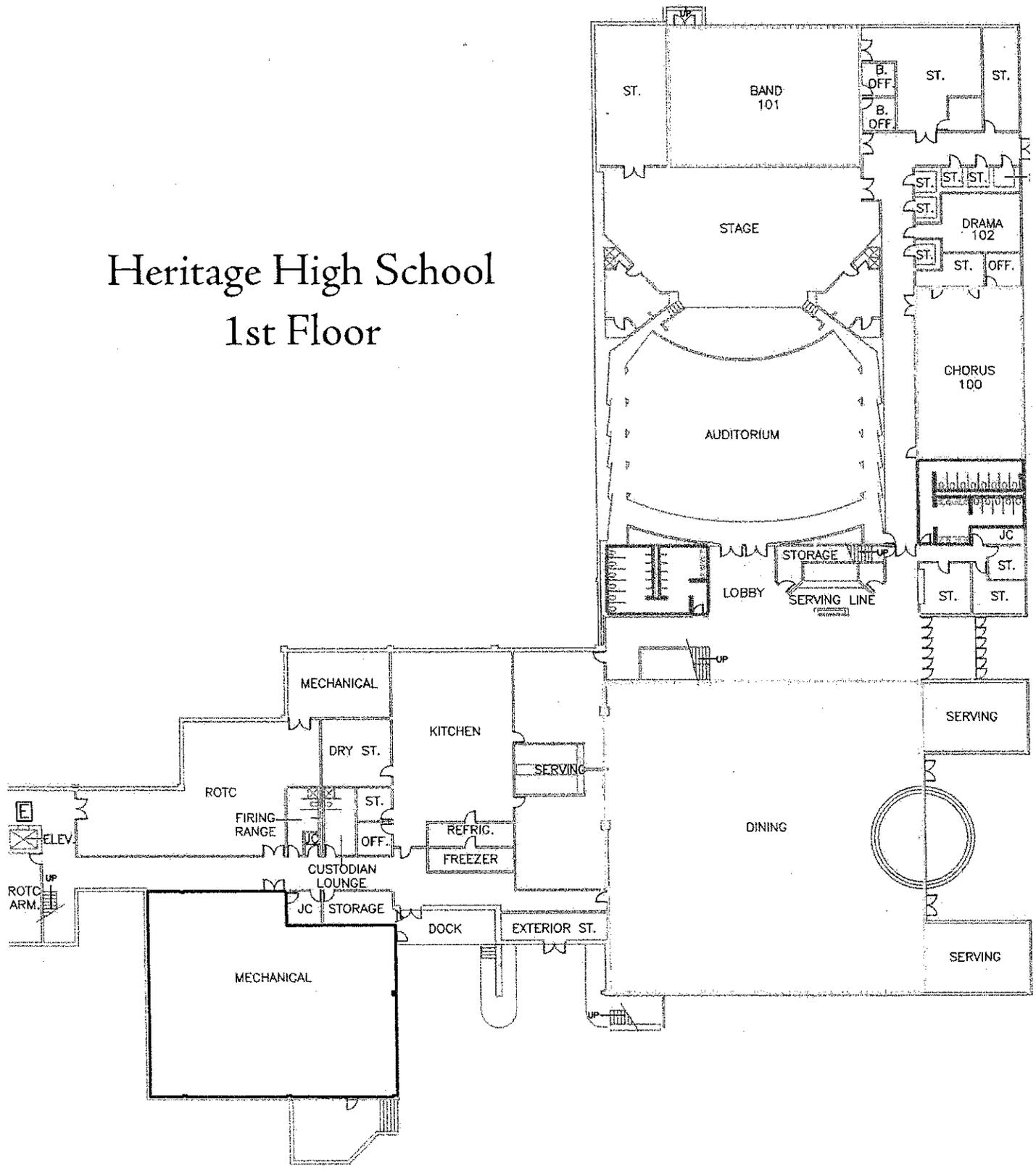
- 1. A floor plan of the existing Heritage High School is attached.**
- 2. LCS will be responsible for moving all of the chemicals located in any labs, cosmetology rooms, shops and other rooms within the school.**
- 3. Future projects that LCS may utilize this moving contract for will be based upon the hourly rates provided in this bid.**
- 4. LCS will be responsible for moving all of the Computer/AV equipment in both HHS and the Governors School.**
- 5. LCS will be responsible for moving all of the student and personnel files.**
- 6. LCS will be responsible for moving all of the refrigerators and microwaves in HHS.**
- 7. There are two copier machines located in HHS that need to be moved and this will be the responsibility of the contractor. Photos of machines are attached.**
- 8. The Governors School will be listed as a separate bid item. A revised bid sheet is attached. A list of items to be moved is attached.**
- 9. Contractor will be responsible for moving all of the trophies and awards in HHS.**
- 10. A list of materials to be moved from the Kitchen/Cafeteria area is attached.**

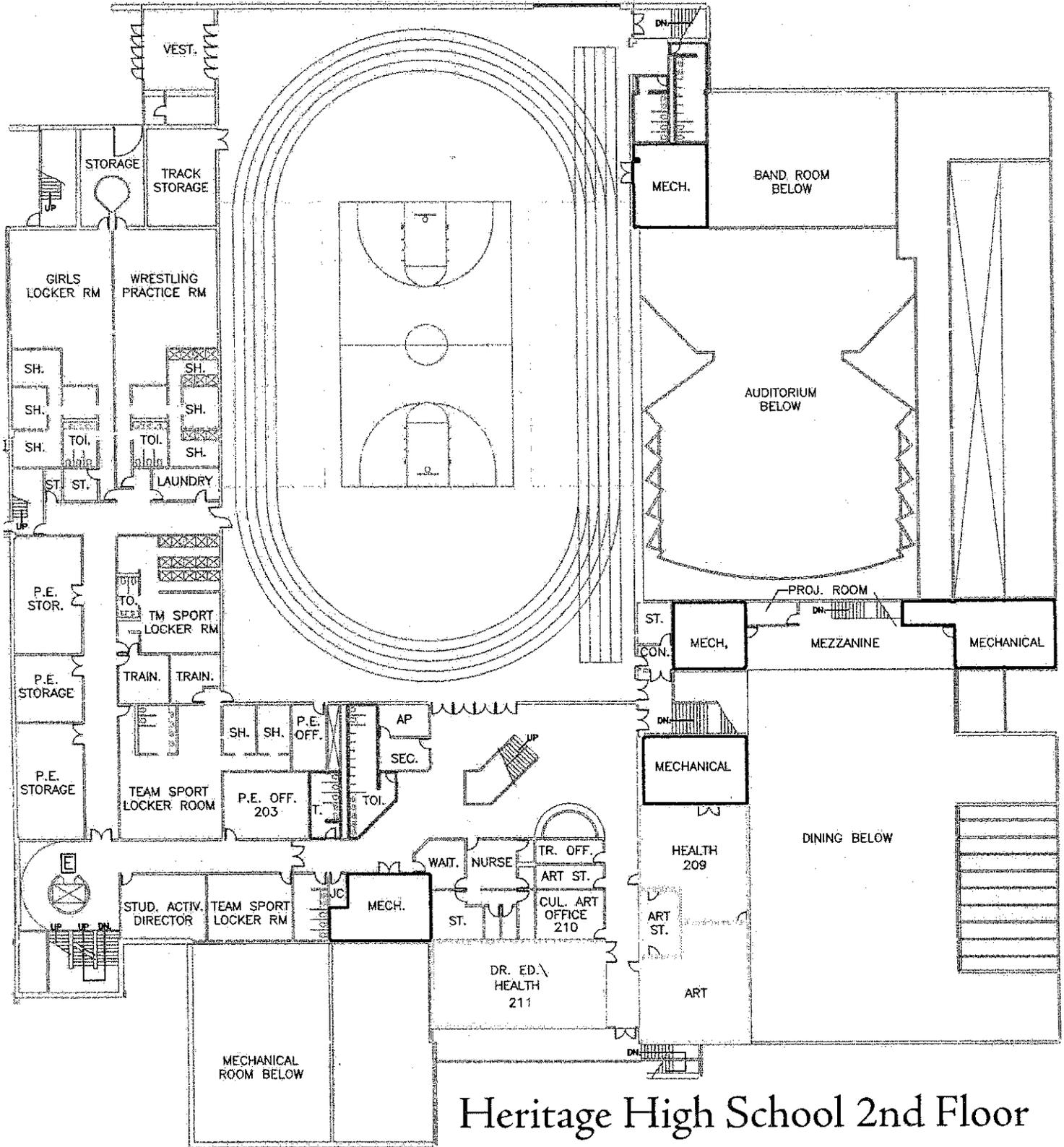
Company Name: \_\_\_\_\_ Address: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

# Heritage High School 1st Floor

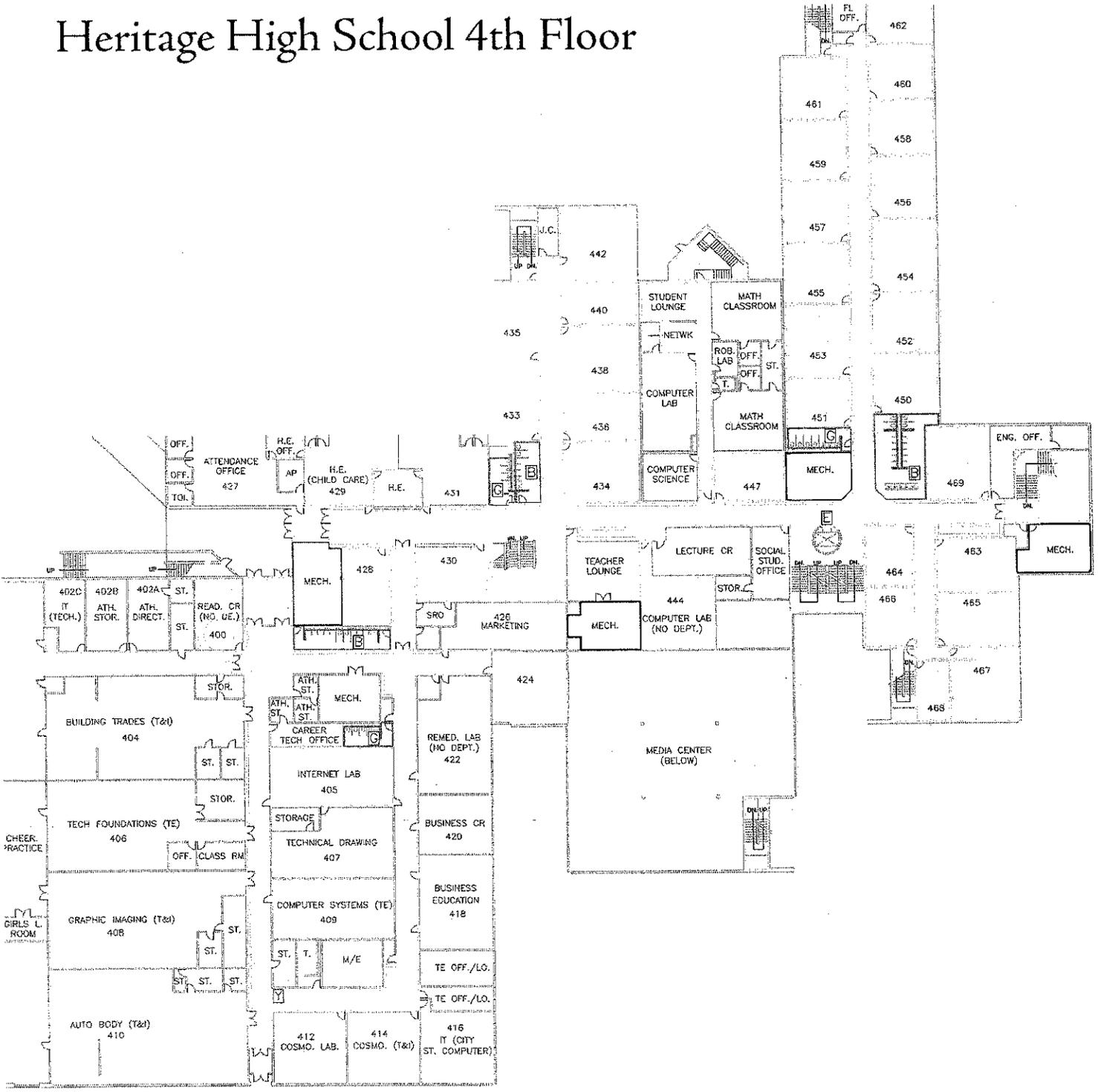


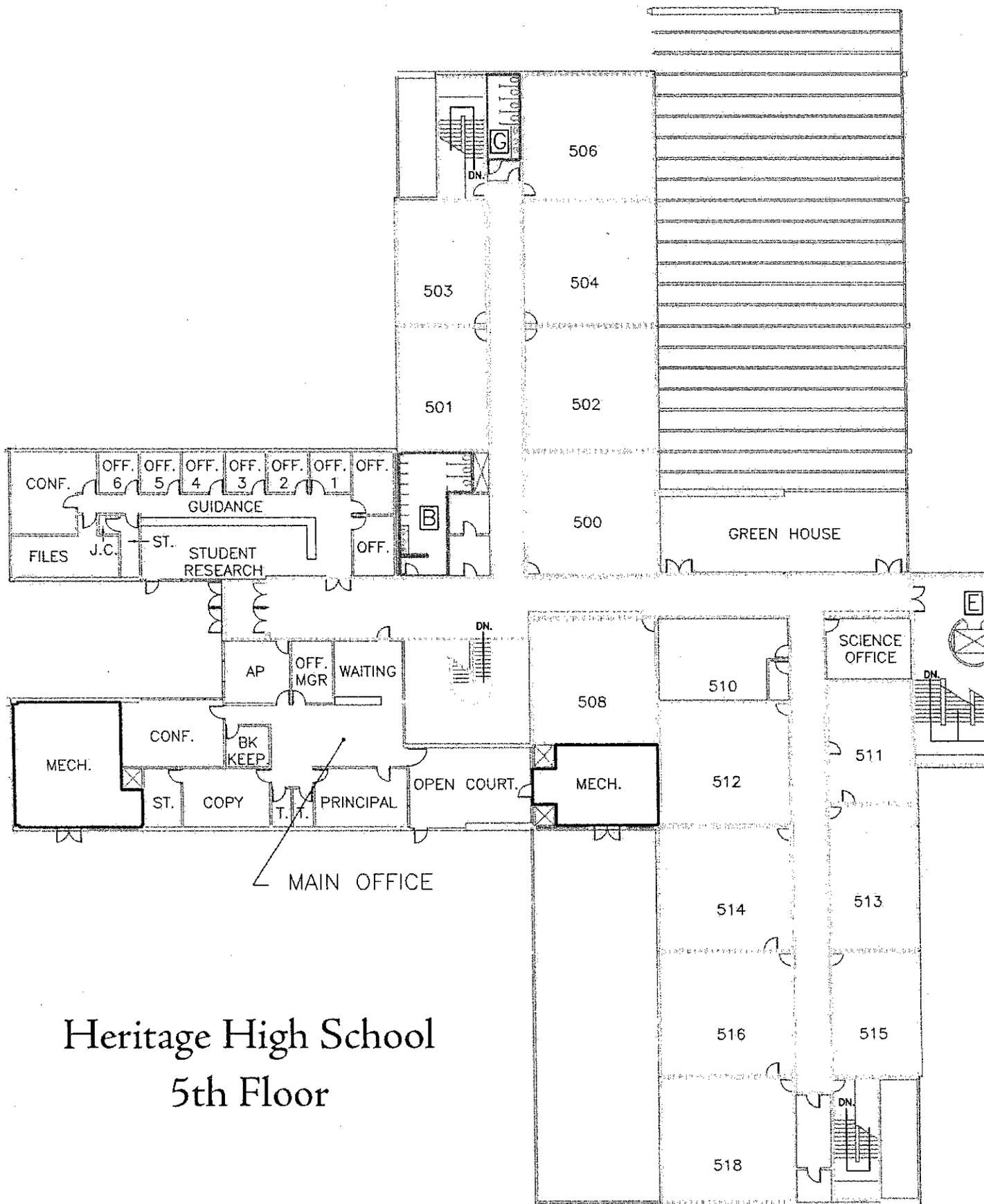


Heritage High School 2nd Floor



# Heritage High School 4th Floor





Heritage High School  
5th Floor

ITEM	MAKE	Quantity on Hand	Loss or Breakage/ NOTES
<b>KNIVES:</b>			
Bread Knives		4	
Carving Knives		0	
Butcher Knives		3	
Paring Knives		11	
Chef Knives 8"	Mundi	5	
Chef Knives 10"	Mundi	1	
Offset Sandwich 9"	Mundi	1	
<b>COOKING SPOONS:</b>			
Plain		22	
Perforated		5	
Slotted		9	
Spaghetti Spoon		1	
<b>Cooking Forks, Long Handle:</b>			
		2	
<b>SERVING TRAYS</b>			
Compartment		123	
Flat 16"x12" (lunch) orange, black		184	
Flat 10"x14" (breakfast)			
Other			
<b>PIZZA PANS</b>			
Baking Sheet Pans		150	2014-15 purchase
<b>SCOOPS, DISHERS</b>			
#6 = 3/4 cup		8	
#8 = 1/2 cup		15	
#12 = 1/3 cup		8	
#16 = 1/4 cup		10	
#24 = 2 & 2/3 tablespoon			
#30 = 2 & 1/5 tablespoon			
#40 = 1&1/5 tablespoon		6	
<b>SPOODLES</b>			
1 oz.			
2 oz. RED		56	
3 oz. WHITE		42	
4 oz. GREEN		43	
6 oz.			
8 oz.			
<b>STEAMTABLE PANS:</b>			

ITEM	MAKE	Quantity on Hand	Loss or Breakage/ NOTES
Full Size 6"		34	2014-15 purchase
Half Size 6"		50	
Full Size 4"		40	
Half Size 4"		56	
Full Size 2"		68	
Half Size 2"		40	2014-15 purchase
Tops for 6", 4", 2"			
Third Size 6"			
Third Size 4"			
Fourth Size 6"		16	
Fourth Size 4"		36	
Long shotgun Pan 4"		40	
Short shotgun Pan 4"		20	
Short shotgun Pan 6"		10	
<b>LIDS FOR STEAMTABLE PAN:</b>			
Full Size Lids		58	
Half Size Lids		44	
Third Size Lids			
Fourth Size Lids		38	
Short Dome Lids		34	
<b>OTHER PANS:</b>			
Perforated 6 " Full Size		5	
Perforated 4" Full Size		14	
Perforated 2" Full Size		22	
Perforated 4" Half Size		3	
Baking Sheet Pans		150	2014-15 purchase
Baking Sheet Pans w/sides		7	
<b>LADLES:</b>			
8 oz		10	
6 oz.		20	
4 oz.		3	
2 oz.		14	
1 oz.		1	
1.5 oz.		1	
24 oz.		1	
<b>STRAINERS, SIFTERS:</b>			
Small			
Meduim		7	
Large		1	
<b>SPATULARS:</b>			
Metal		14	

ITEM	MAKE	Quantity on Hand	Loss or Breakage/ NOTES
Rubber		6	
Plastic for Induction Cookers		2	2014-15 purchase
<b>PAN SCRAPERS:</b>			
<b>TONGS:</b>			
Plastic		17	
Metal		104	2014-15 purchase
<b>WIRE WHIPS:</b>		4	
<b>TURNERS:</b>			
Hamburger		8	
Cake		8	
<b>Colanders:</b>			
Small			
Medium		1	
Large		3	
<b>MIXING BOWLS:</b>			
Aluminum			
Stainless Steel			
Plastic			
Aluminum on Wheels		2	
<b>SCOOPS FOR SUGAR FLOUR:</b>			
Metal		2	
Plastic			
<b>STOCK POTS:</b>			
<b>LIDS FOR STOCK POTS:</b>			
<b>PADDLE STIRRERS:</b>		1	
<b>SCALES:</b>		2	
Pound			
Ounce			

ITEM	MAKE	Quantity on Hand	Loss or Breakage/ NOTES
<b>CAN OPENERS:</b>			
Hand Held			
Edlund I or II, Manual		2	
Electric		1	
<b>STAINLESS STEEL PEELERS:</b>			
<b>PASTRY BRUSHES:</b>			
		2	
<b>GRATERS:</b>			
		2	
<b>STORAGE CONTAINERS:</b>			
Capacity:			
2 Qts.			
4 Qts.			
6 Qts.			
8 Qts.			
12 Qts.		1	
16 Qts.		2	
18 Qts.			
22 Qts.			
<b>LIDS FOR STROAGE CONTAINERS:</b>			
2 - 4 Qts.		1	
6 - 8 Qts.			
12, 18 - 22 Qts.		2	
<b>FOOD WRAP CUTTER:</b>			
<b>LG.STORAGE CONTAINERS</b>			
		3	
<b>W/TOPS AND DOLLIES FOR SUGAR, FLOUR,ETC.</b>			
<b>OTHER:</b>			
Staybolizer	Chefsline	1	
Display Bakset:wire long		14	
Display Bakset:wire short		6	
Plastic Pitchers: serving large		4	
Plastic Pitchers: serving / small		5	
Hand Grater		2	
Transfer Ladle		3	

ITEM	MAKE	Quantity on Hand	Loss or Breakage/ NOTES
Measuring Pitchers: 1 gal.		7	
Measuring Pitchers: 1/2 gal.		7	
Measuring Pitchers: 2 cup.		2	
Measuring Pitchers: 1 cup		3	
Measuring Cups: 1 cup		5	
Measuring Cups: 1/2 cup		6	
Measuring Cups: 1/3 cup		5	
Measuring Cups: 1/4 cup		3	
Measuring Spoons		4 sets	
<b>RUBBERMAID UTILITY CARTS:</b>			
Lg. Plastic, 3 Shelves		7	
Lg. Plastic, 2 Shelves			
Sm. Plastic 2 Shelves		2	
Stainless Steel		10	
Old Metal		2	
<b>RACKS FOR DISHWASHER:</b>		13	
<b>DUNNAGE RACKS:</b>		9	
grey plastic in walk-in frig.			
<b>CAN RACKS:</b>		1	
<b>STEAMTABLE PAN RACK Open:</b>			
<b>BUN PAN RACK Open:</b>		7	
<b>ENCLOSED PAN RACKS:</b>		4	
<b>ELECTRIC FOOD PROCESSORS:</b>		1	
<b>WARMING CABINETS</b>		5	
<b>ELECTRIC CUTTERS/ SLICERS</b>		1	
<b>ELECTRIC MIXERS:</b>			
Floor			

LYNCHBURG CITY SCHOOLS  
SCHOOL NUTRITION PROGRAM  
SMALLWARE INVENTORY  
SY2014-2015

ITEM	MAKE	Quantity on Hand	Loss or Breakage/ NOTES
Counter		1	
MICROWAVE OVEN:		1	
INDUCTION COOKER:		2	2014-15 purchase
SQUARE FRYING PAN FOR IND.		4	2014-15 purchase

<i>Note 1: Our current facility has ground floor access to both levels.</i>		
<i>Note 2: Our new facility is on one floor with ground level access right off a main parking lot.</i>		
<b>Item to be moved to New Governor's School</b>	<b>Size</b>	<b>Number</b>
Various Supplies/Organizers/Small Equipment/Glassware/textbooks	Estimate of Boxes Needed	150
Various Supplies/Organizers/Small Equipment/Glassware	Estimate ALREADY Boxed	75
Items from Walls (framed prints, wooden plaques, etc)	Various Sizes (10 over 2' wide)	60
Refrigerator/freezer	2 full size	2
Microwaves/Shredder/mini fridge/dehumidifer/incubator/ice machine/etc	Various	10
File Cabinets (horizontal full of files and locked)	20" x 30" x 30"	3
File Cabinet (vertical full and locked)	16" x 26" x 52"	6
Cabinet in Foyer (full and locked) on wheels	20" x 36" x 74"	1
Long Lab Top Tables	24" x 30" x 72"	4
Short Lab Top Tables	24" x 30" x 60"	12
Teacher Desk (no wheels)	30" x 30" x 60"	1
deep freezer	22" x 30" x 32"	1
Poster Printer (yes wheels)	25" x 40" x 72"	1
Round Tables	48" in diameter	5
Round Tables	36" diameter	2
Rolling Tables	24" x 30" x 48"	4
Rolling Carts	various	5
Metal Racks on Wheels	18" x 48" x 78"	4
Autoclave (still packed by manufacturer)	20" x 25" x 36"	1
Media Carts (rolling)	Various Sizes	5
igloo insulated coolers/water containers	Various Sizes	10
72" brown straight leg tables (not folding)	72" x 30" x 30"	5
72" white plastic folding leg table	72" x 30" x 5"	2
student desks	24" x 30" x 30"	12
Student Chairs (black and purple backs)	standard	60
<p><b>**Quantities of boxes listed are just estimates and are subject to change. It is the contractors responsibility to ensure that they provide all materials, labor and equipment necessary to complete the project.**</b></p>		





SAMSUNG  
SCX-4300N

Please feel free to call anytime

High Capacity Paper Tray

100 SHEETS

100 SHEETS

100 SHEETS

100 SHEETS

**ADDENDUM #1 REVISED BID SHEET**

**1. Lump Sum Price for Moving Services for Heritage High School:**

\$ \_\_\_\_\_

( \_\_\_\_\_ )

**2. Lump Sum Price for Moving Services for Central Virginia Governors School:**

\$ \_\_\_\_\_

( \$ \_\_\_\_\_ )

**TOTAL LUMP SUM BASE BID TO INCLUDE MOVING SERVICES FOR HHS AND CVGS:**

\$ \_\_\_\_\_

( \$ \_\_\_\_\_ )

**Other Services ( not to be included in the base bid):**

Hourly rate for general moving services to be utilized by LCS

\$ \_\_\_\_\_

Boxes:

Small: \$ \_\_\_\_\_

Medium: \$ \_\_\_\_\_

Large: \$ \_\_\_\_\_

Dishpack: \$ \_\_\_\_\_

Note:

The Bidder agrees to provide all the services necessary to complete this project in compliance with this Invitation for Bid at the lump sum price for the relocation of Heritage High School and Central Virginia Governors School.

Hourly rates for general moving services will be on an as needed basis for LCS.