

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
Elevator Replacement for LCS Administration Building**

15-944

Date: 11/12/2014
From: Lisa Moss, Buyer VCA
RE: Addendum No. 1

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. Contact Rick Thompson for site visits Monday through Friday between the hours of 8 am – 4:30 pm. 434-515-5120**
- 2. Storage will be limited, inside the building, to a portion of the basement.**
- 3. The contractor shall salvage the existing wire mesh partitions and gate. Store salvaged items in the existing mechanical room where directed by the owner.**
- 4. Four parking spaces will be designated along 10th Street for Company vehicles.**
- 5. Revision to Section 01-1000 Summary - Paragraph 1.01.D.1(g): Revise the following – The existing car door operator shall be removed and replaced with a new operator as specified in section 14-2010.**
- 6. Revision to Section 14-2010: Paragraph 2.04 (E) item 1: Omit the following- “ The pump and motor are externally mounted and are belt driven.” The pump and motor are the submersible type.**
- 5. Revision to PM-11 Construction Agreement Section 2: Revision as follows:
“shall substantially complete the project by June 30, 2015”.**
- 6. Attached is the Pre Bid Meeting Minutes.**

Company Name: _____ *Address:* _____ *Date:* _____

Authorized Signature: _____ *Title:* _____

Print Name: _____ *Telephone No.:* _____

Fax No.: _____

ARCHITECTURAL PARTNERS, P.C.

10 Ninth Street, Lynchburg Virginia 24504

Phone:434/846-8456 Fax:434/846-4534

Pre-Bid Meeting Conference Notes:

Date: 11-11-2014

Owner: Lynchburg City Schools

Project: Elevator Replacement – Administrative Building

Comm. No. 14153

Meeting Location: Procurement Office Conference Room

Time: 11:00- 11:30 (walk thru of site from 11:30 – 12:00)

Architect: Architectural Partners, PC
Bill Vickers, Architect

Last Day for Submittal of Questions: November 21, 2014
Time 5:00 pm

Bid Date: December 2, 2014
Time: 3:00 pm

The following is a list of items discussed at the Pre-Bid Meeting Conference.

1. Attendee Sign-In sheet was circulated. Lisa Moss (COL) will issue the attendees list by email and post on the City's web site.
2. Lisa noted that the contract documents, including the addenda, are located on the City's web site.
3. All questions, substitutions, etc... basically all communication needs to go through Lisa Moss, at the City of Lynchburg. This information will be submitted to the architect for response as addendum. No verbal communications are binding.
4. Deadline for bidding related questions submitted to Lisa Moss will be November 21, 2014 at 5:00 pm.
5. Bid will be received by the City of Lynchburg, Procurement Division, at 900 Church Street, Lynchburg, VA on December 2, 2014 until 3:00pm then publicly opened and read in the Bidder's Room, Third Floor, of City Hall.
6. Bid Bond of 5% is required (acknowledge in Bid Form).
7. Contract documents require Certificates of Insurance, Performance & Labor & Material Bonds.

8. The owner will indicate storage and staging areas near the work areas at the building site.
9. Limited parking in the administration building parking lot as approved by the owner. Construction personnel parking will need to be offsite.
10. Liquidated damages in the amount of \$300 per day are included in this contract.
11. If contractor's need to access the elevator areas during the bidding period, please contact Rick Thompson at (434) 515-5126 to make arrangements.
12. The Owner is encouraging all contractors to visit the site prior to bidding.
13. Meeting was adjourned at 11:30 with a following walk-thru of the work site.
14. End of minutes.

Respectfully submitted,

Bill Vickers
Architect