

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

Addendum for Bid
Police and Court Facilities Evaluation and Needs Assessment
16-050

Date: March 23, 2016
From: Stephanie Suter, CPPO, CPPB
RE: Addendum No. 1

This Addendum supplements and amends the original Request for Proposals document and shall be taken into account in preparing proposals and shall become a part of the Contract Documents. The Offeror should indicate receipt of this Addendum and any previously issued Addenda on the Title Page.

1. The estimated square footage of each building is as stated below:
 - Public Safety Building, 905 Court Street, includes General District Court and Police Department – 38,500 SF
 - Circuit Court, 900 Court Street – 28,368 SF
 - West Building, 805 Court Street – 21,868 SF
 - Monument Terrace Building, 901 Church Street – 32,223 SF
 - Storage Building, 1700 Memorial Avenue - Unknown
2. Information from the pre-proposal meeting is attached:
 - List of building issues distributed by Circuit Court Clerk.
 - Vendor Attendance Record.
3. Drawings of buildings are available for download on the City's FTP site in the Procurement Folder, <ftp://ftp.lynchburgva.gov>. Please use the following login information to access the folder:

Username: CityVendor
Password: LynchburgRFP

READ TERMS AND CONDITIONS AND SIGN

In compliance with the above BID, and subject to all the conditions hereof, the undersigned offers and agrees to comply with any or all of the terms and conditions contained herein, or as mutually agreed upon by subsequent negotiations. This form shall become part of the final file.

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

Authorized Signature: _____ *Title:* _____

Print Name: _____ *Telephone No.:* _____ *Fax No.:* _____

Lynchburg Circuit Court, 900 Court Street, Lynchburg, VA 24504

Courthouse – Main Level

- 1) ADA compliant restrooms
- 2) Handicap accessible entrance at main entrance – safety and security reasons
- 3) Alarm system on main level and courtroom C
- 4) Replacement windows for entire courthouse. – Safety and security issue. Present windows will not open in emergencies and are not energy efficient.
- 5) Looking for suggestions to address the outdated appearance of the exterior of building.
- 6) Hallway and lobby flooring to address echoing noise
- 7) Hallway lighting
- 8) Replace benches in each courtroom to appropriate seating.
- 9) Examine technology upgrades for the entire building
- 10) Access for courtroom C (ADA). We have attorneys and Judges who have difficulty to getting to this courtroom.
- 11) See #11 below

Clerk's Office

- 1) Expand main entrance to accommodate screening of those entering office.
- 2) Expand the Criminal Division Office as #1 is accomplished to accommodate workload.
- 3) Replace lighting in Records Room
- 4) Relocate ladies employee restroom to enlarge to accommodate a staff of 13 employees.
- 5) Replace safe door at vault with a fireproof/security door. This is a safety issue and functions of this door no longer work.
- 6) Replace double safe doors going into Records Room with fireproof/security doors. safety issue.
- 7) Replacement exterior windows
- 8) Update/grade the men's employee restroom
- 9) Address safety issue with steps going from clerk's office to courtroom level.
- 10) Address large hollow area in the floor in Records Room that has seeped water into the Records Room in the past
- 11) Card readers for entry into courthouse and clerk's office

Eugene Wingfield
Clerk
434-455-2611
Eugene.wingfield@lynchburgva.gov



Vendor Attendance Record

RFP/IFB Name: Police and Court Facilities
RFP/IFB No.: 10-050

Location: Lynchburg, VA

Date & Time: 3/17/16 8:30 AM/PM

Company Name	Attending Representative Name & Title	Location City, State	Phone No.	Fax No.	Email Address
Moseley Architects	Elliott Law, Sr. Assoc.	Roanoke VA	804.794.7555	804.379.8660	elaw@mosleyarchitects.com
DAF Associates Architects	Rick Funk, V.P.	Charlottesville	434.977.2791	434.977.0993	vick@dafassociates.com
LENA	ROBRANKIN, SPM	RESTON, VA	703.956.9900		rfrankin@lenarchitects.com
Dewberry Architects	Bob Williams	Fairfax VA	703.698-9576		rwilliams@dewberry.com
HRA ARCHITECTURE PARTNERS	PAULONE KUNNIS	Virginia Beach	757.813.7025		p.kunnis@yates.com pkunnis@fbaonline.com
Virginia A/E	Bill Allen, Partner	Forest, VA	434.316.6001		ballen@virginia-a-e.com
ARCHITECTURAL PARTNERS	CAIT VERNON, ARCH.	Lynchburg, VA	434.846.8444	434.846.4374	LINEARCHITECTURALPARTNERS.COM
DLR GROUP	KEN SANDERS, AIA	Washington, DC	202.373.6445		kjanders@dlrgroup.com
Edmull Architecture	EMMETT W. LIBBY	LYNCHBURG	434.817.6569	6577	emmett.libby@edmu.com

Stephanie Suter

Presiding Procurement Official Signature:

Title: Procurement Manager



Vendor Attendance Record

RFP/IFB Name: Police and Court Facilities
RFP/IFB No.: 16-050

Location: Lynchburg, VA

Date & Time: 3/17/16 8:30AM/PM

Company Name	Attending Representative Name & Title	Location City, State	Phone No.	Fax No.	Email Address
MASTER ENGINEERS	CHRIS SNYDER SR. MECH. ENGR.	LYNCHBURG, VA	434-846-1350	846-1351	csnyder@masterengineersinc.com
Master Engineers	Ryan Ayres Struct. Engr.	Lynchburg, VA	434-846-1350	434-246-1351	rayres@masterengineersinc.com
Laurel Nerssen	Bill DeYoung Sr. Architect	Roanoke, VA	704-377-2800		bdeyoung@laurelnerssen.com
HUGHES ASSOC A/E	EARLE SHUMATE, Sr Designer	Roanoke, VA	540-342-4002	540-342-2060	eshumate@HughesAE.com
SCN Architects	Marty C. How Dir. Business Development	Charlotte, NC	704-865-6311	704-865-0046	M.COTTON@SCN-Architects.com
GLADY POUND INC.	ARNDT AHR PROJECT MANAGER	Richmond, VA	804-649-9709	804-649-5378	arndt@gladyandblains.com
ENTENOS DESIGN GILBERT MUEBER	GILBERT MUEBER, PRESIDENT	PELHAM, VA	804-861-1200	804-861-1253	gil@entenosdesign.com
JESSICA INGE WILEY/WILSON	JESSICA INGE, ARCHITECT	LYNCHBURG, VA	434-455-8477		JINGE@WILEY/WILSON.COM
Dan Cardwell	Zrw Consultants, Inc Energy Director	Charlotteville	434-296-2116		danielc@zrw.com
LAUREN DIAMICH	ARCHITECTS DESIGN GROUP WITH/ ATELIER II ARCHITECTS	1206 MAIN ST LYNCHBURG, VA	850-687-9672 ext 414 434-246-0004		LDATLIERII@G0EASTON.NET

Presiding Procurement Official Signature: Stephanie Suter Title: Procurement Manager