

KINCAID ♦ BRYANT

Consulting Engineers

A professional corporation

Mechanical • Electrical • Plumbing • Fire Protection • Value Engineering

1086 Vista Park Drive • Suite A • Forest, VIRGINIA • 24651
PHONE: 434-846-6610 FAX: 434-846-0006

To: **All Document Holders**

From: **KINCAID ♦ BRYANT**

Date: August 11, 2009

Comm. No.: 08103

Project: SWVTC – Replace Ductwork in Buildings 1, 2, 9 and 10
Project Code: 720-10880-38-11

RE: **Addendum No. 1**

Gentlemen:

Enclosed for your information is a copy of Addendum No. 1, including changes and modifications to the Specifications and Drawings, for the above referenced project.

Please attach this addendum to all copies of the Contract Documents in your possession so that they may be brought up-to-date.

Acknowledgment of receipt of this addendum is required on the Bid Form.

Sincerely,
KINCAID ♦ BRYANT



David A. Kincaid, PE

Enclosure

KINCAID ♦ BRYANT

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1085 Vista Park Drive • Suite A • Forest, VIRGINIA • 24551
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To: **All Document Holders**

From: **KINCAID ♦ BRYANT**

Date: **August 11, 2009**

Comm. No.: **08103**

Project: **SWVTC – Replace Ductwork in Buildings 1, 2, 9 and 10**
Project Code: 720-10880-38-11

RE: **Addendum No. 1**

At the time of submission of bids, written acknowledgment of receipt of this Addendum by the Bidder shall be made in the appropriate blank on the Bid Form.

This Addendum has been issued to all Document Holders on record with our office. Bidders shall see that all Sub-Contractors are properly notified of the applicable provisions herein.

The information in this Addendum supersedes any contradictory information or omission set forth in the Contract Documents, including all previous addendums.

Addendum No. 1, dated August 7, 2009, to Bidding Documents for Southwestern Virginia Training Center – Hillsville, Virginia: Replace Ductwork in Buildings 1, 2, 9 and 10, Plans and Specifications dated May 22, 2009, K♦B File No. 08103, Project Code: 720-10880-38-11.

TO: PLAN HOLDERS OF RECORD

**FROM: KINCAID ♦ BRYANT, Consulting Engineers
725 Church Street, 7th Floor
Allied Arts Building
Lynchburg, VA 24504**

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated May 22, 2009, as noted below. Acknowledge receipt of this Addendum on the Bid Form. Failure to do so may subject Bidder to disqualification.

GENERAL

1. See attached Pre-Bid Conference Agenda and Pre-Bid Attendance List and Plan Holders List.

DRAWINGS

A1:

- Add the following to “Demolition Notes”:
 6. Contractor to coordinate access and work being done in this area with Owner two weeks before working. All equipment to be protected at all times.
 7. Remove adhered acoustical ceiling for demolition of existing reheat coils and associated ductwork and piping.
- Add the following to “Partial Ceiling And Lighting Plan – Demolition”:

Add Demolition Note 6 to Room 328-Mail Room, 329-Office, 330-IT Server, 331-AV Equipment, and 355- Computer Room. These areas are identified as Sensitive Areas.
Add Demolition Note 7 to Room 333 and 334.

A5:

- Add the following to “Construction Notes”:
 7. Patch adhered acoustical ceiling to match existing.
 8. Contractor to coordinate access and work being done in this area with Owner two weeks before working. All equipment to be protected at all times.
- Add the following to “Partial Ceiling And Lighting Plan”:

Add Construction Note 8 to Room 328-Mail Room, 329-Office, 330-IT Server, 331-A/V Equipment, and 355- Computer Room. These areas are identified as Sensitive Areas.

Add Construction Note 7 to Room 333 and 334.

M1:

- Add the following:

General Note

Means of egress shall be accessible to all times during construction. All ceilings removed during construction shall be covered at the end of each construction day. When construction work requires the sprinkler system to be shut-down for more than 4 hours, the Facility shall provide a fire watch for 24 hours / 7 days a week and post a log-in, log-out record sheet.

M2:

- Add the following to "Demolition Notes":
 3. Contractor to coordinate access and work being done in this area with Owner two weeks before working. All equipment to be protected at all times.
- Add the following to "Partial Floor Plan – Demolition":

Add Demolition Note 3 to Room 328-Mail Room, 329-Office, 330-IT Server, 331-A/V Equipment, and 355- Computer Room. These areas are identified as Sensitive Areas.

M6:

- Add the following to "Construction Notes":
 4. Contractor to coordinate access and work being done in this area with Owner two weeks before working. All equipment to be protected at all times.
- Add the following to "Partial Floor Plan":

Add Construction Note 4 to Room 328-Mail Room, 329-Office, 330-IT Server, 331-A/V Equipment, and 355- Computer Room. These areas are identified as Sensitive Areas.

END OF ADDENDUM NO. 1

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PRE-BID CONFERENCE AGENDA

Project: Replace Ductwork in Buildings 1, 2, 9 and 10

Comm. No: 08103

Project Code: 720-10880-38-11

Held: August 4, 2009

Revision Date:

Location: Southwestern Virginia Training Center

Copy to: all attendees, all document holders, file

I. Project Personnel:

Engineer contacts:

	Representative	Telephone	Fax	e-mail
Project Manager	David A. Kincaid, PE	434.846.6510	804.846.0005	dkincaid@kbengineers.com
Electrical Engineer				
Mechanical Engineer	David A. Kincaid, PE	434.846.6510	804.846.0005	dkincaid@kbengineers.com

Owner contacts:

Organization	Representative	Telephone	Fax	e-mail
DMHMRSAS	Karl Fears	804-363-9890	804-561-2745	kfears@ipsva.com
Southwestern Virginia Training Center	Dick Felts	276-728-1138	276-728-3127	richard.felts@dbhds.virginia.gov

Additional contacts:

Firm Name	Representative	Telephone	Fax	e-mail
Southwestern Virginia Training Center	Larry Bedsaul	276-233-2799	276-728-3127	larry.bedsaul@dbhds.virginia.gov

Note: All correspondence, inquiries, clarifications, changes, and requests for information shall be directed to the Project Manager as the single-point contact for action and direction.

For list of attendees, see Attachment A.

- II. Scope of Project:
 - A. The scope of the project includes generally, the Work includes removing the existing fiberglass ductwork systems Buildings No. 1, 2, 9 and 10, provide new sheet metal ductwork with exterior fiberglass insulation, new variable volume units with reheat coils and diffusers, reheat coils, controls connected to the existing Trane Summit Control System, indicated ceiling repairs and replacements and other related work.
- III. Confirmation of Bid Date and Time.
 - A. Bids will be received until September 1, 2009, at 2:00 pm, local prevailing time (according to the Bid Officer).
 - B. Bids will be opened on September 2, 2009, at 2:00 pm, local prevailing time (according to the Bid Officer).
- IV. Project Review:
 - A. Drawings.
 - B. Specifications.
- V. Project Schedule:
 - A. The project duration is 365 days.
- VI. Pre-Bid Questions.
 - A. Submit questions and requests for clarification on the form provided in the Specifications.
 - B. Questions arising after the 5 (five) day cutoff cannot be addressed in time to notify all bidders fairly. In the event of any questions at that time, including requests for substitutions, the bidders are instructed to base their bid on the documents in-hand, including all issued addenda.
- VII. Special Concerns – None.
- VIII. Special Conditions – None.
- IX. Supplemental General Conditions.
- X. Equals and Substitutions.
 - A. **Equals:** Any other brand, make or manufacturer of a product, assembly or equipment that is equivalent to that specified, considering quality, capabilities, workmanship, configuration, economy of operation, useful life, compatibility with design of the work and suitability for the intended purpose, and which is accepted as such by the Owner.
 - B. **Substitutions:** Materials, products, equipment, or assemblies *that deviate from the requirements of the Contract Documents* but which the Contractor deems will perform the same function and have equivalent capabilities, service life, economy of operation, and suitability for intended purpose.
 - C. Time frame for submitting **Substitutions:** within 5 (five) days prior to receipt of bids.
- XI. Logistics discussed:
 - A. Staging areas – On site and will be identified at the Pre-Construction Meeting.
 - B. Utilities and coordination – Larry Bedsaul will be the contact for utilities.
 - C. Site limitations – Buildings as scheduled.
 - D. Access to premises and adjacent spaces – no limitations.

- E. Contractor parking – At staging area.
 - F. Materials storage – At staging area.
 - G. Contractor can use toilet facilities in the buildings – No.
 - H. Contractor personnel will be allowed to eat at the staging area.
 - I. Contractor will not be required to have special identification.
- XII. Security issues discussed
- A. Employees will not have to be screened by security. Use common sense as to which employees that are used on this project. Do not use employees with criminal records.
 - B. Employees will have to go through an orientation.
 - C. Vehicle and equipment can remain at the construction site at night as long as they are secured.
 - D. Work will be limited to the hours of approximately 6 AM to 6 PM for Bldg. 9 and 10. Work in Bldg. 1 and 2 will be accomplished in off hours and weekends.
 - E. Obey all traffic signs, especially the posted speed limits.
 - F. No guns, tobacco products, drugs, alcohol beverages.
- XIII. Protection of Adjacent Areas and Facilities.
- A. Coordination with Owner, Occupants and Neighbors.
- XIV. Bid Documents and Addenda.
- A. Drawings and Specifications.
 - B. Acknowledgment of receipt of all addenda shall be required.
- XV. Separate Owner Contracts and Other Construction Projects that will be on going during this project. It is not anticipated that these projects will affect the implementation of this project.
- A. Roof replacement Project.
 - B. Rethermalization equipment project.
- XVI. Bidders Questions:
- A. All materials per building will need to be on site before start of construction.
 - B. Contractor will need to protect and/or move furniture within spaces they are working.
 - C. DMHMRSAS handles all special inspections unless indicated otherwise.
 - D. The Plan Holders List will be included in the Addendum.
- XVII. Issuance of this Agenda will be issued to all attendees, listed parties and document holders after incorporating specific issues of this project.
- XVIII. Additional discussion items.
- A. Specifications and drawings list manufacturers names. This is for quality only. The project is an open specification and any supplier that meets the specifications will be acceptable.
 - B. Project should take approximately 365 days.
 - C. There will be no utility shutdowns without coordinating with SWVTC.

PREBID MEETING ATTENDANCE

DATE: August 4, 2009
PROJECT CODE: 720-10880-38-11
PROJECT: Replace Ductwork in Buildings 1, 2, 9 and 10

NAME	COMPANY	PHONE/FAX	EMAIL
David A. Kincaid	Kincaid Bryant, PC	434-846-6510 434-846-0005 Fax	dkincaid@kbenigneers.com
Karl Fears	Integrated Project Services	804-363-9890 804-561-2745 Fax	kfears@jpsva.com
Dick Felts	SWVTC	276-728-1138 276-728-3127 Fax	richard.felts@dbhds.virginia.gov
Larry Bedsaul	DMHMRSAS	276-233-2799 Cell 276-728-3127 Fax	larry.bedsaul@dbhds.virginia.gov
Len Roberts	Kreider, Ayers and Assoc.	540-343-7612 540-343-7725 Fax	lroberts51@gmail.com
Jay Nash	WACO, Inc.	540-473-2891 540-473-2931 Fax	jnash@wacoinc.net
Earl Beck	Parson & Assoc.	304-325-2124 304-325-5125 Fax	ebbeck@hotmail.com
Weldon Angew	Parson & Assoc.	304-325-2124 304-325-5125 Fax	wagnew@hotmail.com
David Largen	Highlands Mechanical	276-728-5777 276-728-5795 Fax	david@highlandsmechanical.com
Morrison Largen	Highlands Mechanical	540-355-1195 540-389-8233 Fax	
Stewart Crowder	TLI		bcrowder@tics.com
Lloyd Alexander	SWVTC	276-728-3121 Ext. 164	
Dennis Shrewsberry	SWVTC	276-728-3121 Ext. 123	dennis.shrewsberry@dbhds.virginia.gov

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A professional corporation
 725 CHURCH ST. • ALLIED ARTS BLDG. • SUITE 7 • LYNCHBURG, VIRGINIA • 24504
 PHONE: 434-646-6510 FAX: 434-385-9059
 10800 MIDDLETHIAN TURNPIKE • WINCHESTER BUILDING • SUITE 266 • RICHMOND, VIRGINIA • 23235
 PHONE: 804-897-5390 FAX: 804-897-3383

SWUTC - Replace Ductwork

8103

Commission No:

DOCUMENT HOLDERS LIST

SET NO.	FIRM NAME & ADDRESS	CONTACT	PHONE	FAX	DEPOSIT	SHIPPING CHARGE	DATE RECEIVE	DATE RETURNED	REMARKS
1	Kincaid Bryant, Lynchburg	Lindy Bryant			N/A	N/A	28-Jul-09		
2	DMH-MRSAS - SWUTC	Dick Felts			N/A	N/A	28-Jul-09		
3	McGraw Hill/Dodge 9 N. Third St. Builders Exchange Inc		804-343-2034	804-343-2701	N/A	N/A	28-Jul-09		
4	3207 Hermitage Road Valley Construction News			804-353-8640	N/A	N/A	28-Jul-09		
5	428 West Campbell Ave. Dept. of Minority Business Enterprise		540-433-6232	540-434-5939	N/A	N/A	28-Jul-09		
6	9th St. Office Bldg. 11th Floor McGraw Hill/Dodge			804-786-9736	N/A	N/A	28-Jul-09		
7	5815 - B Airport Rd. iSqft		540-265-1375	540-265-1376	N/A	N/A	28-Jul-09		
8	Virginia Beach, VA Integrated Project Services, Inc.	Dena Lawrence	800-364-2059	866-570-8187	N/A	N/A	28-Jul-09		
9	12601 N. Lodore Rd. Waco, Inc.	Karl A. Fears	804-794-4392	804-561-2745	N/A	N/A	29-Jul-09		
10	11 East Main St. W.M. Schlosser Co., Inc.	Joe Hubble	540-473-2891	540-473-2931	\$200.00	\$25.00	28-Jul-09		
11	2400 51st Place United General Contractors	Tina Thomas	301-773-1300	301-773-1806	\$200.00	\$25.00	28-Jul-09		
12	2701 Goodes Bridge Rd., Suite 8 Amber Contracting Co., Inc.	Bruce Weart	804-745-4087	804-674-5825	\$200.00	\$25.00	29-Jul-09		
13	1415 Fancy Gap Road Highland Mechanical Corp.	Josh Cox	336-786-6353	336-786-1507	200.00 faxed	25.00 faxed	30-Jul-09		
14	1118 E. Stuart DR Hillsville, VA	David Largent	276-728-5777	276-728-5795			3-Aug-09		Sent by D.K. on 8-3-09 @
15	SWUTC	Larry Bedsaul							
16	Reed Construction Data	Lee		303-265-5033	\$200.00	\$25.00	6-Aug-09		
17									
18									
19									