

**TOWN OF STEPHENS CITY
FREDERICK COUNTY, VIRGINIA**

STEPHENS CITY SCHOOL HOUSE RENOVATION

ADDENDUM #3

February 12, 2025

THRASHER PROJECT #060-10197

TO WHOM IT MAY CONCERN:

A Pre-Bid Conference was held on Tuesday, January 28, 2025, on the above-referenced project, a copy of the sign in sheet is included in this Addendum. The following are clarifications and responses to questions posed by contractors for the above-referenced project.

A. GENERAL

1. THE BID DATE HAS BEEN EXTENDED BY ONE WEEK. Bids will now be received until 2:00 p.m. on **Tuesday, February 25, 2025**
2. The last day to submit questions is Monday, February 17, 2025 @ 4:00 p.m.
3. **THE BID FORM HAS BEEN REVISED. YOU MUST USE THE REVISED BID FORM WHEN PREPARING YOUR BID PACKAGE FOR THIS PROJECT.**
4. Pre-Bid Agenda is attached within this Addendum.

B. SPECIFICATIONS

None

C. DRAWINGS

None on this Addendum

D. QUESTIONS AND RESPONSES

1. QUESTION

Please verify if the AWI certification for the cabinets is required.

RESPONSE

AWI certification is waived.

2. QUESTION

The floor joists in the addition call for Southern Yellow Pine lumber. Is this required or can we use an alternative wood species?

RESPONSE

Use materials specified.

3. QUESTION

The aluminum storefront windows A, B, C & D show 1" intermediate mullions. This is not possible, especially with the 451T storefront that is specified. It will need to be either 2" standard intermediate mullions OR we could put muntins in the airspace of the glass to give that grid pattern. Another option is surface applied muntins but they are very expensive. Please advise.

RESPONSE

Provide muntins in the airspace for grid pattern.

4. QUESTION

The sign in sheet provided was from the previous prebid meeting.

RESPONSE

Correct Sign In Sheet was attached in Addendum #2, but is also attached on this one.

5. QUESTION

The sepcs call for unit prices; however, the bid form does not seem to have a place to list these, will the bid form be revised?

RESPONSE

Revised bid form attached.

6. QUESTION

When do you anticipate releasing the revised version of the document that was handed out at the prebid walk?

RESPONSE

Revised agenda attached.

7. QUESTION

Please confirm that the allowance #1 in the spec is referencing the keynote #11 typ as listed on A2.01

RESPONSE

Yes, allowance #1 addresses keynote #11.

8. QUESTION

Allowance #2 - Is there a specific concrete injection that should be used for this application

RESPONSE

SIKA Crack Fix or approved equal.

9. QUESTION

Allowance #4 - Please clarify the type of wall that is to be patched –

RESPONSE

Allowance #4 is for plaster walls.

10. QUESTION

Allowance #1 - Please clarify that only the mortar is to be repointed in this allowance

RESPONSE

Yes, repointing of the mortar.

11. QUESTION

Allowance #3 - Please clarify that only the hardwood floor is to be replaced and that any sanding, staining and or finishing are to be excluded

RESPONSE

All hardwood flooring is to be sanded and refinished. See General note #5 on floor plans.

12. QUESTION

Allowance #5 - Please clarify the type of masonry walls to be patched i.e. brick or CMU possibly combination?

- Are these patched areas to be grouted?
- Will these patches require any rebar?
- Will any temporary shoring be required?

RESPONSE

The interior lower level walls are multi-wythe brick walls. Patching does not require grouting, rebar or shoring.

13. QUESTION

Would it be possible to extend the bid by one week?

RESPONSE

Bids will now be received until 2:00 p.m. on **Tuesday, February 25, 2025**

E. CLARIFICATIONS

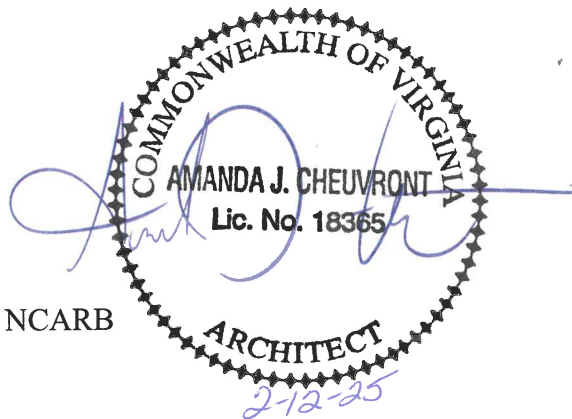
1. Substantial completion will be changed from 210 calendar days to 360 calendar days.
2. All questions that wish to be answered via addendum must be submitted in writing to acheuvront@thethrashergroup.com and copy to Brenda Ashley bashley@thethrashergroup.com. Any questions not submitted in writing will not be addressed via addendums and are at the risk of the contractor to include in the bid pricing.

If you have any questions or comments, please feel free to contact me at your earliest convenience. As a reminder, bids will be received until 2:00 p.m. on **Tuesday, February 25, 2025**, at the Town of Stephens City located at 1033 Locust Street, Stephens City, VA 22655. Good luck to everyone and thank you for your interest in the project.

Sincerely,

THE THRASHER GROUP, INC.

AMANDA CHEUVRONT, AIA, NCARB
Project Manager



**TOWN OF STEPHENS CITY
 FREDERICK COUNTY, VIRGINIA
 STEPHENS CITY SCHOOL HOUSE RENOVATION**

**PRE-BID CONFERENCE
 Tuesday, January 28, 2025**

Thrasher Project #060-10197

Name	Representing	Phone #	Email Address
Tim Plum	Winmar Const.	202-738-0931	tplum@winmarconstruction.com
Joon Park	PBI Commercial	443-613-0227	joon@pb1988.com
Ryan Dougall	LCW Construction	540-836-3365	rdougall@LCWConstruction.com
Todd Bennett	LCW CONSTRUCTION	540-665-6130	TBENNETT@LCWCONSTRUCTION.COM
Kevin Sneddon	KEE Construction	540-723-0585	ksneddon@KeeConstruction.com

**TOWN OF STEPHENS CITY
FREDERICK COUNTY, VIRGINIA
PROPOSED
STEPHENS CITY SCHOOL HOUSE RENOVATION**

PRE-BID CONFERENCE AGENDA

PROJECT LOCATION: Stephens City, Virginia

ARCHITECTS PROJECT #: 060-10197

DATE OF CONFERENCE: January 28, 2025 @ 10:00 a.m.

CONFERENCE LOCATION: 5516 Main Street
Stephens City, VA 22655

I. Introductions

- Mike Majher, Town Manager & Planner
- Amanda Chevront AIA, Project Architect, The Thrasher Group, Inc.
- Matthew Breakey AIA, Principal, The Thrasher Group, Inc.

II. General Project Description

- Work of the project includes renovation of an existing three story, 11,300 square foot schoolhouse building, constructed in 1916. The existing building consists of load bearing walls of cast-in-place concrete on the lower level and brick and masonry on the upper floors with wood floor structure and framing. New construction includes a 550 square foot addition with a stairway and elevator connecting the three levels. The addition consists of fiber cement panels over wood framing on a spread footing foundation system. Exterior improvements and site work consists of brick repointing, paint, landscaping, lighting, new concrete courtyard, stair, ramp, and earthwork including excavation. The interior renovations will include, but not be limited to, selective demolition, patching and infilling masonry walls and concrete floors, patching and refurbishing wood floors and doors, new ceramic tiling, wood and gypsum board partitions, suspended gypsum board ceilings, casework, wood frames and doors, and paint. Renovations also include new mechanical systems, new plumbing systems and fixtures, new electrical systems and lighting, and new fire protection systems to include fire alarm and sprinkler.

III. Bidding Information

- **General**
- Substantial Completion: 210 calendar days
- Project Closeout: Thirty days following substantial completion.

- Bids for the construction of the Project will be received at the Town of Stephens City located at 1033 Locust Street, Stephens City, VA 22655, until **Tuesday, February 18, 2025, at 2:00 p.m.** local time. At that time the Bids received will be publicly opened and read.

Bids not received by 2:00 p.m. on February 18, 2025, will not be accepted, no exceptions.

Liquidated Damages are set at **\$750/Per Day**.

- Obtaining Bid Documents:
Information and bidding documents, for the project. Can be found at the following designated websites:
<https://tinyurl.com/zu5z8553> or www.thethrashergroup.com
Bid Documents may be downloaded from the designated website. Perspective Bidders are urged to register with the designated website as a plan holder. The designated websites will be updated periodically with addenda, lists of registered plan holders, reports, and other information relevant to submitting a bid for this project. Neither Owner nor Architect/Engineer will be responsible for Bidding Documents, including addenda, if any, obtained from sources other than the designated websites.
- **Bid Opening Requirements** (Pay attention to full list)

A two-envelope system will be used. Envelope No. 1 will be opened first and the Bid Opening Requirement items checked for compliance, as outlined in the Bid Opening Requirement Checklist specification section. If such documents are found to be in order, sealed Envelope No. 2 “Bid Proposal”, which shall also be placed inside Envelope No. 1, will then be opened and publicly read aloud. If the documents required to be contained in Envelope No. 1 are not in order, Envelope No. 2 “Bid Proposal” will not be opened, and the bid will be considered non-responsive and returned to the Bidder. At the time, the Owner will declare the Bidder non-responsive. The lowest responsive, responsible Bidder shall be the Bidder who has completed all the requirements of the “Bid Opening Requirements” and has the lowest total bid.

IV. Method of Award – Award will be made from lowest total bid.

V. B & O Taxes – Waived.

VI. Building Permit – Required.

VII. Addressing Questions

- All questions that wish to be answered via addendum must be submitted in writing to acheuvront@thethrashergroup.com and copy to Brenda Ashley bashley@thethrashergroup.com Any questions not submitted in writing will not be addressed via addendums and are at the risk of the contractor to include in the bid pricing.

VIII. Addendum

- A copy of today's sign in sheet will be issued in Addendum #1.
- We ask that all final questions to be addressed by addendum be submitted by **4:00 p.m. Monday, February 10, 2025**, so that we may finalize and format to be sent out.
- All questions need sent in writing to acheuvront@thethrashergruop.com and copy to Brenda Ashley bashley@thethrashergruop.com

IX. Owner Comments

X. Questions

BID FORM FOR CONSTRUCTION CONTRACT

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 1—OWNER AND BIDDER

1.01 This Bid is submitted to:

*Town of Stephens City
1033 Locust Street
Stephens City, VA 22655*

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2—ATTACHMENTS TO THIS BID

2.01 The following documents are submitted with and made a condition of this Bid:

A. Bid Opening Requirements

ARTICLE 3—BASIS OF BID—LUMP SUM BID AND UNIT PRICES

GENERAL

The Bidder shall take notice of and shall be responsible for any local or state taxes levied and applicable, and the cost for the same shall be included as part of the submitted Bid.

The total Bid cost stated includes a complete operating installation including furnishing and installation of any and all changes or additions in plans, piping, mechanical work, additional electrical work, accessories, controls, etc. necessary to accommodate alternative equipment systems or materials used in construction.

BID PROPOSAL

The Bidder agrees to perform all required Work described in the detailed Specifications and as shown on the Plans for the complete construction and placing in satisfactory operation the Stephens City Schoolhouse Renovation Project. The Project "Sequence of Construction" has been detailed in the Drawings and Specification Division 1, Project Summary, Section 011000. The Bidder agrees to perform all the Work proposed for the total of the following Bid prices.

3.01 *Lump Sum Bids*

A. Bidder will complete the Work in accordance with the Contract Documents for the lump sum (stipulated) price(s), shown in the bid schedule.

B. Lump Sum Bids may be one of the following:

1. Lump Sum Price (Single Lump Sum)

2. Lump Sum Price (Base Bid and Alternates)
 3. Lump Sum Price (Sectional Lump Sum Bids)
- C. All specified cash allowance(s) are included in the price(s) set forth in the bid schedule, and have been computed in accordance with Paragraph 3.8 of the General Conditions.
- D. All specified contingency allowances are included in the price(s) set forth in the bid schedule, and have been computed in accordance with Paragraph 3.8 of the General Conditions.

3.02 *Unit Price Bids*

- A. Bidder will perform the following Work at the indicated unit prices as shown in the Bid Schedule.
- B. Bidder acknowledges that:
1. each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and
 2. estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.

BID SCHEDULE

**PROPOSED
 STEPHENS CITY SCHOOLHOUSE RENOVATION PROJECT
 FOR THE
 TOWN OF STEPHENS CITY
 FREDERICK COUNTY, WEST VIRGINIA**

3.02 Total Bid Price Lump Sum

NOTE: Bid PRICE amounts are to be shown in both words and figures. In case of discrepancy, the amount shown in words will govern. Bids shall include sales tax and all other applicable taxes and fees.

Item #	Qty	UNIT	DESCRIPTION	TOTAL PRICE
1	1	LS	<i>Provide all labor, materials, equipment, fees, bonds, insurance and taxes to perform the work as detailed in the plans and specifications and addenda.</i>	

TOTAL BID: _____
 (Written in Words)

(Amounts are to be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.)

UNIT PRICES – (For information purposes only)

Item #	UNIT	DESCRIPTION	UNIT PRICE	UNIT PRICE WRITTEN IN WORDS
1	LF	Brick repointing		

Item #	UNIT	DESCRIPTION	UNIT PRICE	UNIT PRICE WRITTEN IN WORDS
2	LF	Concrete epoxy injection repair		
3.	SF	Hardwood flooring for patching and/or replacing damaged hardwoods		
4	SF	Interior wall patching and/or repairing		
5	SF	Interior masonry wall patching and/or repairing.		

3.03 *Method of Award*

If at the time this contract is to be awarded, the lowest total bid submitted by a qualified, responsive, responsible Bidder does not exceed the amount of funds then estimated by the Owner, as available to finance the contract, the construction contract will be awarded. If such bids exceeds such amount, the owner may reject all bids.

~~ARTICLE 4—BASIS OF BID—COST PLUS FEE—DELETED~~

~~ARTICLE 5—PRICE PLUS TIME BID—DELETED~~

ARTICLE 6—TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7—BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

7.01 *Bid Acceptance Period*

- A. This Bid will remain subject to acceptance for 30 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

7.02 *Instructions to Bidders*

- A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

ARTICLE 8—BIDDER'S REPRESENTATIONS AND CERTIFICATIONS

8.01 *Bidder's Representations*

- A. In submitting this Bid, Bidder represents the following:
1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
 2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.

5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

8.02 *Bidder's Certifications*

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:
 - a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
 - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.

- c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
- d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

BIDDER hereby submits this Bid as set forth above:

Bidder:

(typed or printed name of organization)

By: _____
(individual's signature)

Name: _____
(typed or printed)

Title: _____
(typed or printed)

Date: _____
(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest: _____
(individual's signature)

Name: _____
(typed or printed)

Title: _____
(typed or printed)

Date: _____
(typed or printed)

Address for giving notices:

Bidder's Contact:

Name: _____
(typed or printed)

Title: _____
(typed or printed)

Phone: _____

Email: _____

Address: _____

Bidder's Contractor License No.: (if applicable) _____