



**THOMPSON
& LITTON** EST.
1956

ENGINEERS ARCHITECTS SURVEYORS



ADDENDUM NO. 001

TO: All Plan Holders

RE: Montgomery County Government Center Skylight Replacement
Montgomery County Board of Supervisors
T&L Project No. 17293
MC IFB No. 24-06

DATE: September 1, 2023

BIDS RECEIVED DATE: September 12, 2023

This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated July 9, 2023, as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

This Addendum consists of 6 pages.

CLARIFICATIONS AND ANSWERS TO PRE-BID QUESTIONS:

1. The Pre-Bid Conference Meeting Notes are enclosed.
2. The Pre-Bid Conference Attendance Record is enclosed.

CHANGES TO THE SPECIFICATIONS:

1. No changes to specifications.

CHANGES TO DRAWINGS:

1. Sheet A102 ROOF SECTIONS AND DETAILS:
 - a. Section 2A102, overall dimension should read 22'-0" +/- , NOT 30'-1" +/-

Enclosures: Pre-Bid Conference Meeting Notes, 3 pages
Pre-Bid Conference Attendance Record, 1 pages
Contact Information for TREMCO Representative Jeremy Yoder



PRE-BID CONFERENCE MINUTES

PROJECT: MCGC Skylight Replacement
Montgomery County Board of Supervisors
T&L Project No. 17293

DATE: August 31, 2023

1. PROJECT PERSONNEL:

Architectural/Engineering Firm: Thompson & Litton, Inc.

Architectural/Engineering Representative: Erica F. Sunshine, AIA
Telephone: 540-633-1897

Project Manager: Jack Murphy
Telephone: 540-633-1897

2. SCOPE OF PROJECT:

The project generally consists of removal and replacement of (7) skylights at the Montgomery County Government Center.

3. SPECIAL SITE/PROJECT CONDITIONS:

There is wood blocking called for on the drawings, contractor to install and paint to match the surrounding steel.

Roof warranty to be maintained. See TREMCO representative information attached for certified installers. Contractor will be responsible for maintaining the existing warranty.

4. STAGING AREA:

Utilities, Site Limitations, Access, Parking, Storage:
Receptacles at loading dock may be utilized,
Alley at the loading dock may be used for staging



Restrooms inside of the Government Center will be made available to the successful bidder for use during construction.

Interior roof hatch may be utilized to access the roof.

5. PROTECTION OF ADJACENT AREAS AND FACILITIES:

Protect all roof top equipment and gutters.
Plywood should be used to protect the existing roof.

6. COORDINATION:

Owner's representative: Bill Yeager, contact information on the sign in sheet.

7. CONTRACT(S) DETAILS:

Submittals shall be submitted within 30 days of Notice To Proceed. After approved submittal, and order confirmation, Contractor shall install within 45 days of material delivery. Total time from Notice to Proceed to Substantial Completion shall not exceed 180 consecutive calendar days, unless a delay has been approved by the County. Final Completion shall be achieved within 30 consecutive calendar days after Substantial Completion.

Liquidated Damages: \$500.00/day 180 days after NTP

8. BID DOCUMENTS:

Bid Documents (electronic and/or hard copy) are available for purchase through TRASCO at <http://www.trascoplanroom.com>.

9. CONFIRMATION OF BID DATE AND TIME:

Sealed bids will be received until 3:00 P.M., prevailing time on September 12, 2023, by Jeff Groseclose, Purchasing Manager, at 755 Roanoke Street Suite 2C, Christiansburg, Virginia 24073. Electronic Bids will not be accepted.

10. CONTRACTOR QUESTIONS:



All questions must be submitted in writing using the Pre-Bid Question Form provided in the Bid Documents. Instructions for submission (via email or fax) are included on the form. Responses to questions, if deemed necessary, will be made via addendum(a).

Deadline (Date/Time) for Submitting Questions: **August 31, 2023 at 5:00 PM**

11. ADDENDA/ITEMS TO BE CLARIFIED:

Addendum No. 1 to be issued on September 1, 2023

12. SITE VISIT

All parties walked the roof and reviewed all skylights.

**PRE-BID CONFERENCE
ATTENDANCE RECORD
THURSDAY, AUGUST 31, 2023**

MCGC SKYLIGHT REPLACEMENT

For

MONTGOMERY COUNTY BOARD OF SUPERVISORS

T&L Project No. 17293-00

NAME	COMPANY	WORK NUMBER	MOBILE NUMBER	EMAIL ADDRESS
Erica F. Sunshine	T&L	540-633-1897	540-239-3362	esunshine@t-l.com
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Joe Maynard	Architectural Systems of Virginia	804 698 0363	804 698 0363	jmaynard@arch-systems.net
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