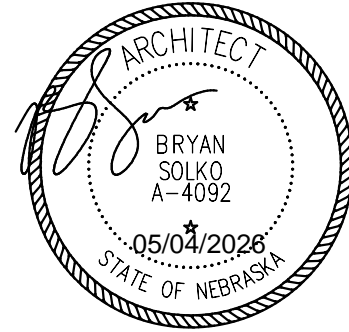


**ADDENDUM NO. ONE
MAY 4, 2026**

**HVAC IMPROVEMENTS
SEWARD, NE
SEWARD PUBLIC SCHOOL DISTRICT
JEO PROJECT NO. 242372.01**



THIS ADDENDUM IS ISSUED BY JEO CONSULTING GROUP, INC. TO ALL WHO HAVE OBTAINED OR RECEIVED BIDDING DOCUMENTS (PLANS, SPECIFICATIONS, AND/OR PROPOSED CONTRACT DOCUMENTS) FOR ABOVE LISTED PROJECT.

THIS ADDENDUM IS HEREBY MADE A PART OF THE BIDDING DOCUMENTS OR CONTRACT DOCUMENTS, AS APPROPRIATE. BIDDERS ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN APPROPRIATE SPACE ON THE BID FORM.

COORDINATING PROFESSIONAL Bryan Solko
JEO Consulting Group, Inc.
2000 Q Street, Suite 500
Lincoln, NE 68503
Phone: 402.435.3080
Email: bsolko@jeo.com

SUBMITTING ORGANIZATION(S) Architecture Organization legal name: JEO Architecture, Inc.
Contact information: 1937 N Chestnut St, Wahoo, NE 68066 – 800.723.8567
Organization certificate of authorization number: CA-3929

CHANGES TO PROJECT SPECIFICATIONS:

1. Refer to Section 00 11 13 – Advertisement for Bids.

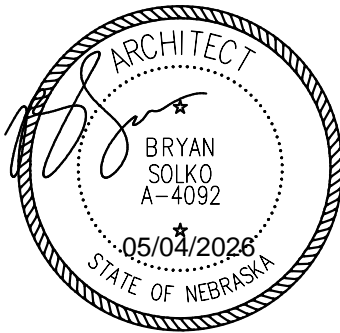
The entire section shall be deleted and replaced with the attached revised Advertisement for Bids. Added 1.03.C to include a pre-bid conference at 9:00am on Friday, May 8, 2026, on the east side of the high school, located at 532 Northern Heights Dr, Seward, NE 68434.

2. Refer to Section 00 21 13 – Instructions to Bidders.

The entire section shall be deleted and replaced with the attached revised Instructions to Bidders. Added 3.02 to include a pre-bid conference at 9:00am on Friday, May 8, 2026, on the east side of the high school, located at 532 Northern Heights Dr, Seward, NE 68434.

All other requirements of the Plans, Specifications and Contract Documents remain in effect. This addendum shall be attached to and made a part of the Plans, Specifications and Contract Documents and receipt shall be acknowledged by the Bidder on the Proposal submitted.

END OF ADDENDUM NUMBER ONE



Bryan Solko
May 4, 2026

**SECTION 00 11 13
ADVERTISEMENT FOR BIDS**

FROM:

1.01 THE OWNER:

- A. Seward Public School District (SPS)
- B. Address:
 - 410 South St
 - Seward, Nebraska 68434

1.02 AND THE ARCHITECT:

- A. JEO Architecture, Inc.
- B. Address:
 - 2000 Q Street, Suite 500
 - Lincoln, Nebraska 68503

1.03 TO: POTENTIAL BIDDERS

- A. Your firm is invited to submit an offer under seal to Seward Public Schools for construction of new mechanical HVAC, electrical, plumbing, and associated improvements at the High School Auxiliary Gymnasium and Elementary School Gymnasium at the School District Office before 2:00pm local standard time on the 21st day of May, 2026, for:
- B. Project Description:

A new Roof Top Unit on grade at the High School, a new Air-Cooled Condensing Unit and Air Handling Unit at the Elementary School including all required site, building construction and renovation, demolition, mechanical, electrical and plumbing work shown in the Contract Documents shall be included under this contract.

 - a. High School Address: 532 Northern Heights Dr, Seward, NE 68434
 - b. Elementary School Address: 200 E Pinewood Ave, Seward, NE 68434
- C. A pre-bid meeting will be held at 9:00 am local standard time on Friday, May 8, 2026, on the east side of the high school, located at 532 Northern Heights Dr., Seward, NE 68434. All general contractors are encouraged to attend.
- D. Bids will be received at the Seward Public School District office, located at 410 South St, Seward, NE 68434. Bids will be opened publicly at 2:00pm.
- E. Bid Documents for a Lump Sum contract may be obtained by download in PDF format from JEO's website at jeo.com for a nonrefundable fee of \$30.00. Paper Copies of the bid documents are available from the office of JEO Architecture, Inc. free of charge upon receipt of a refundable deposit, by check, in the amount of \$200.00 for one set if returned within 21 days of the Notice of Award in reusable condition. All other requested sets will be at the expense of the contractor to cover actual printing costs.
- F. For Plans and specifications that are to be shipped:
 - 1. Include a non-refundable \$20.00 shipping and handling fee for each set of plans and specifications.
 - 2. Submit the fee as a separate check. Shipping and handling fee can be combined with the non-refundable fee for additional sets.
- G. Bidders will be required to provide Bid security in the form of a Bid Bond of a sum no less than 5 percent of the Bid Amount.
 - 1. Bid security shall be made payable to the Owner. If the bid is accepted and the Bidder neglects or refuses to enter into contract and furnish bond in accordance there with, the bid security will be forfeited.

- H. Refer to other bidding requirements described in Document 00 21 13 - Instructions to Bidders and Document 00 31 00 - Available Project Information.
- I. Submit your offer on the Bid Form provided. Bidders may supplement this form as appropriate.
- J. Your offer will be required to be submitted under a condition of irrevocability for a period of 45 days after submission.
- K. The Owner reserves the right to accept or reject any or all offers.

END OF SECTION

**SECTION 00 21 13
INSTRUCTIONS TO BIDDERS**

INVITATION

1.01 BID SUBMISSION

- A. Bids signed and under seal, executed, and dated will be received at Seward Public Schools District Office, located at 410 South Street, Seward, NE 68434 before 2:00 p.m. local standard time on 21st day of May 2026, and be publicly opened at 2:00 p.m.
- B. Offers submitted after the above time shall be returned to the bidder unopened.
- C. Offers will be opened publicly immediately after the time for receipt of bids.
- D. Amendments to the submitted offer will be permitted if received in writing prior to bid closing and if endorsed by the same party or parties who signed and sealed the offer.

1.02 CONTRACT TIME

- A. The work under this Contract shall commence within seven (7) days of a fully executed Contract between the Owner and Contractor. Identify Contract Time in the Bid Form. The completion date in the Agreement shall be the Contract Time added to the commencement date.
- B. The bidder, in submitting an offer, accepts the Contract Time period stated for performing the Work. Owner intends for all interior demolition, renovation, and new work to be completed prior to July 27th, 2026 (summer break). Exterior Work may exceed this date with minimal interruption to school operations due to equipment lead times if applicable.

BID DOCUMENTS AND CONTRACT DOCUMENTS

2.01 DEFINITIONS

- A. Bid Documents: Contract Documents supplemented with Advertisement for Bids Instructions to Bidders, Information Available to Bidders, Bid Form Supplements To Bid Forms and Appendices identified.
- B. Contract Documents: Defined in AIA A201 Article 1 including issued Addenda.
- C. Bid, Offer, or Bidding: Act of submitting an offer under seal.
- D. Bid Amount: Monetary sum identified by the Bidder in the Bid Form.

2.02 CONTRACT DOCUMENTS IDENTIFICATION

- A. Contract Documents are identified as Project Number 242372.01, as prepared by JEO Architecture, Inc., who is located at 2000 Q Street, Suite 500, Lincoln, Nebraska 68503, and with contents as identified in the Table of Contents.

2.03 AVAILABILITY

- A. Bid Documents may be obtained by download in PDF format from JEO' s website at jeo.com for a nonrefundable fee or printed sets are available with a deposit at the office of JEO Architecture, Inc. located at 2000 Q Street, Suite 500, Lincoln, Nebraska 68503, p) 402.435.3080.
- B. Deposit will be refunded if Bid Documents are returned complete, undamaged, unmarked and reusable, within 21 days of bid submission. Failure to comply will result in forfeiture of deposit.
- C. Refer to Section 00 11 13 Advertisement for Bids for deposits required.
- D. Bid Documents are made available only for the purpose of obtaining offers for this project. Their use does not grant a license for other purposes.

2.04 EXAMINATION

- A. Bid Documents may be viewed at the office of JEO Architecture, Inc..
 - 1. Office of JEO Consulting Group, Inc

- a. 2000 Q St., Suite 500
 - b. Lincoln, NE 68503
 - c. p) 402.435.3080
 - d. f) 402.435.4110
- B. Bid Documents are on display at the offices of the following construction plan rooms:
- 1. A & D Technical Supply
 - a. 4320 South 89th Street
 - b. Omaha, Nebraska 68127
 - c. p) 402-592-4950
 - 2. Lincoln Builders Bureau
 - a. 5910 S 58th St Ste C
 - b. Lincoln NE 68516-6410
 - c. p) 402.421.8332
 - d. f) 402.421.8334
 - 3. Dodge Data & Analytics
 - a. dodge.bidding@construction.com
 - b. www.construction.com
 - c. p) 800.393.6343
 - d. f) 800.768.5594
 - 4. Omaha Builders Exchange
 - a. 4159 South 94th Street
 - b. Omaha NE 68127
 - c. p) 402.991.6906
 - d. f) 402.884.7055
- C. Upon receipt of Bid Documents verify that documents are complete. Notify JEO Architecture, Inc. should the documents be incomplete.
- D. Immediately notify JEO Architecture, Inc. upon finding discrepancies or omissions in the Bid Documents.

2.05 INQUIRIES/ADDENDA

- A. Direct questions to Bryan Solko, email; bsolko@jeo.com with JEO Architecture Inc, telephone; 402.435.3080.
- B. Addenda may be issued during the bidding period. All Addenda become part of Contract Documents. Include resultant costs in the Bid Amount.
- C. Verbal answers are not binding on any party.
- D. Clarifications requested by bidders must be in writing not less than 7 days before date set for receipt of bids. The reply will be in the form of an Addendum, a copy of which will be forwarded to known recipients.

2.06 PRODUCT/ASSEMBLY/SYSTEM SUBSTITUTIONS

- A. Substitution Request Time Restrictions:
 - 1. Where the Bid Documents stipulate a particular product, substitutions will be considered up to 7 days before receipt of bids. Requests received after this time will not be considered
- B. Review and Acceptance of Request:
 - 1. When a request to substitute a product is made, JEO Architecture, Inc. may approve the proposed substitution and will issue an Addendum to known bidders.
 - 2. The submission shall provide sufficient information to determine acceptability of such products.
 - 3. Provide complete information on required revisions to other work to accommodate each proposed substitutions.

4. Provide products as specified unless substitutions are submitted in this matter and accepted.

SITE ASSESSMENT

3.01 SITE EXAMINATION

- A. Examine the project site and Bidding Documents before submitting a bid.

3.02 PREBID CONFERENCE

- A. A bidders conference has been scheduled for 9:00 am on May 8, 2026, on the east side of the high school, located at 532 Northern Heights Dr., Seward, NE 68434.

QUALIFICATIONS

4.01 EVIDENCE OF QUALIFICATIONS

- A. To demonstrate qualification for performing the Work of this Contract, bidders may be requested to submit written evidence of financial position, license to perform work in the State.

4.02 PREQUALIFICATION

- A. To demonstrate qualification for performing the Work of this Contract, bidders may be requested to submit written evidence of financial position, license to perform work in the State.

BID SUBMISSION

5.01 SUBMISSION PROCEDURE

- A. Bidders shall be solely responsible for the delivery of their bids in the manner and time prescribed.
- B. Submit one copy of the executed offer on the Bid Forms provided, signed and sealed with the required security in a closed opaque envelope, clearly identified with bidder's name, project name and Seward Public Schools name on the outside. Bids to be marked "Bid for Seward PS – HVAC Improvements"
- C. Improperly completed information, irregularities in security deposit, may be cause not to open the Bid Form envelope and declare the bid invalid or informal.
- D. An abstract summary of submitted bids will be made available to all bidders following bid opening.

5.02 BID INELIGIBILITY

- A. Bids that are unsigned, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations, or irregularities of any kind, may at the discretion of the Owner, be declared unacceptable.
- B. Bid Forms, Appendices, and enclosures that are improperly prepared may, at the discretion of the Owner, be declared unacceptable.
- C. Failure to provide security deposit, bonding or insurance requirements may, at the discretion of the Owner, be waived.

BID ENCLOSURES/REQUIREMENTS

6.01 SECURITY DEPOSIT

- A. Bids shall be accompanied by a security deposit as follows:
 1. Bid Bond of a sum no less than 5 percent of the Bid Amount on AIA A310 Bid Bond Form.
- B. Endorse the Bid Bond in the name of Seward Public Schools as obligee, signed and sealed by the principal (Contractor) and surety.
- C. The security deposit will be returned after delivery to the Owner of the required Performance and Payment Bond(s) by the accepted bidder.
- D. Include any costs or fees associated with securing the bid security from a surety or certified check in the Bid Amount.

- E. After a bid has been accepted, all securities will be returned to the respective bidders .
- F. If no contract is awarded, all security deposits will be returned.

6.02 PERFORMANCE ASSURANCE

- A. Accepted Bidder: Provide a Performance bond as described in 00 73 00 - Supplementary Conditions.
- B. Include the cost of performance assurance bonds in the Bid Amount.

6.03 INSURANCE

- A. Provide an executed "Undertaking of Insurance" on a standard form provided by the insurance company stating their intention to provide insurance to the bidder in accordance with the insurance requirements of Contract Documents.
- B. The Owner will obtain Builders Risk Insurance.

6.04 BID FORM REQUIREMENTS

- A. Complete all requested information in the Bid Form and Appendices.

6.05 SALES AND USE TAXES

- A. The Owner, a tax-exempt government unit, will appoint the successful bidder to be its Purchasing Agent. Materials to be incorporated into the complete project shall be purchased tax exempt in the name of the Owner; and the bidder shall exclude from his/her bid all State of Nebraska and Local Option Sales and Use Tax for such materials. The bidder shall include all State of Nebraska and Local Option Sales and Use Tax for materials which are used or consumed in performing the Work but which are not incorporated into the completed project.

6.06 FEDERAL EXCISE TAX

- A. The Owner is exempt from Federal Excise Tax. The bidder shall exclude from their bid all Federal Excise Tax on taxable items.

6.07 FEES FOR CHANGES IN THE WORK

- A. Include the fees for overhead and profit on own Work and Work by subcontractors, identified in Document 00 73 00 - Supplementary Conditions.

6.08 BID FORM SIGNATURE

- A. The Bid Form shall be signed by the bidder, as follows:
 - 1. Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" under the signature. Affix seal.
 - 2. Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" under each signature. Affix seal to each signature.
 - 3. Corporation: Signature of a duly authorized signing officer(s) in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. Affix the corporate seal. If the bid is signed by officials other than the president and secretary of the company, or the president/secretary/treasurer of the company, a copy of the by-law resolution of their board of directors authorizing them to do so, must also be submitted with the Bid Form in the bid envelope.
 - 4. Joint Venture: Each party of the joint venture shall execute the Bid Form under their respective seals in a manner appropriate to such party as described above, similar to the requirements of a Partnership.

OFFER ACCEPTANCE/REJECTION

7.01 DURATION OF OFFER

- A. Bids shall remain open to acceptance and shall be irrevocable, and shall be irrevocable for a period of thirty (45) days after the bid closing date.

7.02 ACCEPTANCE OF OFFER

- A. The Owner reserves the right to accept or reject any or all offers.
- B. After acceptance by the Owner, JEO Architecture, Inc. on behalf of the Owner will issue to the successful bidder, a written letter of Contract Award.

END OF SECTION