

Bid Date: April 4, 2017

This addendum is hereby made a part of the contract documents to the same extent as though it were originally included therein. Specifications and drawings shall be considered modified or revised as hereinafter described. Revisions to the drawings are referenced by the drawing number.

Changes to the Project Manual

General Specification Items:

2GS1. Pre-Bid Attendance Roster

1. See attached Pre-Bid Attendance Roster.

2GS2. Pre-Bid Meeting Minutes

1. See attached Pre-Bid Meeting Minutes.

END

JLB/mdg

Meeting Location: LPS Operations Building

Agenda Items:

1. A mandatory Pre-Bid Meeting was held on Friday March 24, 2017, at 9:00 AM. The meeting was held at LPS Operations Building, 800 South 24th Street. The following agenda items were review and discussion held as additionally noted.
2. Introductions:
 - A. Introductions were made.
 - B. Attached is a roster of attendees for the project record.
3. Project Organization:
 - A. Scott Wieskamp – LPS Director of Facilities and Maintenance.
 - B. Gordon Hardle – LPS Project Manager.
 - C. Matt Bellamy – LPS Director of Purchasing.
 - D. Jacob Butler – IP Design Group Security Designer (Bid Questions jbutler@ipdesigngroup.com).
 - E. Craig Bryan – IP Design Group Project Manager (cbryan@ipdesigngroup.com).
4. Project Description:
 - A. Scope of work includes, but is not limited to, the following: Construction of security and technology improvements, including cabling and accessories, card access equipment installation, electrical work, and general construction work as indicated in the bidding documents.
 - B. This bid is for work in fourteen (14) schools, which are Holmes Elementary School, Meadow Lane Elementary School, Morley Elementary School, Pyrtle Elementary School, Elliott Elementary School, Fredstrom Elementary School, Huntington Elementary School, Lakeview Elementary School, Bryan/Hawthorne, Lefler Middle School, Goodrich Middle School, East High School, North Star High School, and Southwest High School.
 - C. Complete bid. Partial bids will not be accepted.

5. Instructions to Bidders:

- A. Review Section 00 21 13 Instructions to Bidders and its requirements in its entirety:
- 1) Each Bidder has read and understands the documents.
 - 2) Each Bidder has visited the site (discuss the opportunity to walk a school with LPS). **The opportunity was given to all contractors to visit sites for this project and all contractors declined the offer.**
 - 3) Bids are based on materials, systems, and equipment as identified in the bidding documents or addenda.
 - 4) Permits, fees, and licenses included.
 - 5) Bidders seeking interpretations (RFIs) must submit such to LPS and IP Design Group in writing no later than seven (7) calendar days prior to the date for receipt of bids.
 - 6) Bidders seeking proposed substitutions for materials, products, and equipment described in the bidding documents shall also submit such in writing request to LPS and IP Design Group in writing no later than seven (7) calendar days prior to the date for receipt of bids.
 - 7) All written requests should be submitted 5:00 PM on Monday, March 27, 2017, to allow time for review and confirmation by addendum.
- B. Verbal communication is not valid; written clarification will be given only as issued by addendum.
- C. IP Design Group will issue an addendum reflecting changes and clarifications generated by this meeting and, as needed, to answer questions no later than end of day Tuesday, March 28, 2017.
- D. Bid Date, Time, Place:
- 1) 2:00 PM, local standard time on Tuesday, April 4, 2017.
 - 2) As described in the instructions to Bidders: Bids, consisting of completed bid forms, bid security, and any other documents required to be submitted with bids shall be submitted in an opaque, sealed envelope, with a label on the outside of the envelope with the following information:

Lincoln Public Schools
Operation Building
800 South 24th Street
Lincoln, NE 68510
Attention: Matt Bellamy

Bid Package No. 8876
 - 3) Bids must be received at the LPS Operations Building on or before the date and time for receipt of bids, as specified in the Advertisement for Bids for the project. Bids received after the date and time for receipt of bids will not be opened and will be rejected. Bids sent by mail must be received no later than bid time.

6. Obtaining Bid Documents:
 - A. Bid documents may be obtained from A&D Technical Supply Co., Inc., 1822 N. Street, Lincoln, Nebraska 68508; phone (402) 474-5454.
 - B. A \$50.00 refundable deposit made payable to The Lincoln Public Schools is required. Deposits will be refunded to unsuccessful Bidders if undamaged documents are returned within 30 days of award of contract.
 - C. Bidders may have plans shipped by paying the printer an additional amount for shipping and handling, as determined by the printer.
7. Bid Submission Review of Bid Form 00 41 00:
 - A. Bid Form:
 - 1) Must be on exact copy of bid form in the bid documents.
 - B. Include:
 - 1) Bid security (5%).
 - 2) LPS will issue the successful contractor the needed tax exemption forms after bidding.
 - 3) Allowances (\$15,000.00) as described in Section 01 21 00 Allowances.
 - 4) Complete bid.
 - C. Unit Prices (as described in Section 01 22 00 Unit Prices).
 - D. Deduct Alternates.
 - E. Recognition of addenda required on bid form.
 - F. Voluntary substitutions only as specified.
 - G. Subcontractor List:
 - 1) All data cabling requires contractor of subcontractor verification of CommScope or Systimax SCS Certification per Section 27 05 01 – Common Work Results for Communications.
 - H. A revised bid form will issued by addendum to incorporate items discussed today.
8. Addenda/Interpretations:
 - A. Written requests must be received seven calendar days prior to bid date (verbal communication is not valid; written clarification is only by addendum).
 - B. We will issue an addendum reflecting changes and clarifications generated by this meeting.

9. LPS Terms and Conditions:

A. Exhibits A-I:

- 1) Payment bond.
- 2) Performance bond.
- 3) Certificate of Insurance.
- 4) Job site security requirements.
- 5) Criminal records directive/disclosure.
- 6) Contractor/subcontractor/supplier criminal records certification.
- 7) Certified worker list.
- 8) LPS school term calendar.

B. Form of Agreement:

- 1) AIA A107-2007 (in project manual).
- 2) General Conditions: Incorporated in AIA A107-2007.

10. 01 10 00 – Summary:

A. Review anticipated project schedule:

- 1) Expect notice to proceed: On or before May 5, 2017.
- 2) Pre-construction conference: On or before May 19, 2017.
- 3) Substantial completion: August 11, 2017.

B. Review work hours:

- 1) School Hours: Regular school hours for the purpose of this project are identified between the hours of 5:00 AM and 5:00 PM and during any school function regardless of function times. Selected work, which does not disrupt normal school activity, may be completed during regular school hours provided all such activities are coordinated in advance with the LPS Project Manager and designated school staff.
- 2) Work which disrupts normal school activities must be performed outside of regular school hours. These times, for the purpose of this project are defined to be between the hours of 5:00 PM and 5:00 AM, weekends, holidays, summer hours, or other times which LPS may designate access such as teacher in service days, etc.
- 3) The Contractor shall coordinate work with after-hours activities. Work which must be completed after normal hours includes, but is not limited to:
 - a) All work in classrooms, noisy operations, and other work which compromises student safety.
 - b) Work in traffic ways and corridors such as data cable pulling and conduit installation.
 - c) Main entry, courtyard, and playground access doors.
 - d) Work which impacts multiple doors or access ways or as otherwise identified in advance during the work planning sessions.

- 4) All work areas shall be cleaned on a daily basis and shall be clean prior to the start of every school day.
 - 5) The Contractor shall provide a two-week, look-ahead schedule of major tasks to use as the coordination tool with LPS. The two-week look ahead shall be reviewed at each construction meeting. The Contractor shall participate with LPS to meet with identified school staff to maintain the installation schedules.
 - 6) Summer Hours - 6:00 AM to 6:00 PM unless otherwise coordinated with LPS Facilities and Maintenance.
 - 7) Last day of 2016-2017 school year is May 24, 2017.
 - 8) First day of 2017-2018 school year is August 14, 2017.
 - 9) **It was stated by LPS that North Star High School will have summer school, and contractors will have to coordinate their activities around when summer school is in session.**
11. Review Price and Payment Procedures (Section 01 20 00):
- A. Standard AIA Forms G702 and G703.
 - B. Review the details of this section and submit in accordance with protocols and schedule as defined by LPS.
12. Administrative Requirements (Section 01 30 00):
- A. This section provides details of expected meetings, submittals and procedures.
 - B. Progress payments (LPS).
 - C. Submittal Exchange will be utilized on this project.
13. Temporary Facilities and Controls (Section 01 50 00):
- A. Use of existing facilities is permitted (LPS).
 - B. Failure to maintain protocol and cleanliness will result in the contractor having to provide their own facilities (LPS).
 - C. Waste Removal – Daily cleaning required (LPS).
 - D. Security – Provide your own secure facilities.
 - E. Use of utilities and spaces (LPS).
 - F. Materials and equipment storage (LPS).
 - G. Access and parking (LPS).

14. Closeout Submittal Requirements (Section 01 78 00 and technical sections):
 - A. Project record documents.
 - B. Operation and maintenance manuals.
 - C. Warranties.
 - D. Appendix A – Electronic Access Control Test.
 - E. Appendix B – Closeout Checklist.

JLB/mdg

<u>Name</u>	<u>Company</u>	<u>Contact</u>
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