



**ROCKFORD BOARD OF EDUCATION
INVITATION FOR BID ON SUPPLIES, MATERIALS, EQUIPMENT OR SERVICES
FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

IFB No. **17-23 Washington Academy Window Replacement**

DATE: **Monday, January 23, 2017**

RE: **ADDENDUM NO. 1**

To All Bidders:

Attached are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your IFB submission on the due date, please note you must check in on the 3rd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Purchasing Process Manager by email at tamara.pugh@rps205.com.



ADDENDUM ONE

Project No.: **16-062**

Date: **January 23, 2017**

Subject: **CHANGES to the BIDDING DOCUMENTS**

Project: **WINDOW REPLACEMENT PROJECT FOR
WASHINGTON ACADEMY
ROCKFORD PUBLIC SCHOOLS
ROCKFORD, ILLINOIS**

Bids Due: **2:00PM, THURSDAY, FEBRUARY 2, 2017**

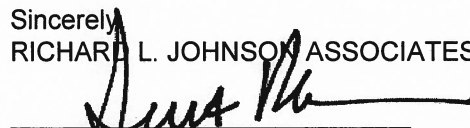
From: **RICHARD L. JOHNSON ASSOCIATES, INC.
4703 CHARLES STREET
ROCKFORD, IL 61108**

To: **ALL PROJECT DOCUMENT HOLDERS**

Please reproduce this Addendum as needed, and attach to the Project Manuals for the above project.

Bidders shall indicate receipt of this and all Addenda in the space provided on the Bid Form. Failure to do so may be sufficient cause to reject the bid.

Sincerely,
RICHARD L. JOHNSON ASSOCIATES, INC.



Scott R. Johnson, AIA, LEED AP

This Addendum consists of:
Pages 1 thru 2.
Pre-Bid Conference Opening Statement - 1 page
Pre-Bid Meeting Minutes - 3 pages
Pre-Bid Attendance Record - 1 page

NOTE: Wherein this Addendum conflicts with the original Project Manual and Drawings, this Addendum shall govern.

CHANGES to the PROJECT MANUAL

1. GENERAL ITEMS

- 1.1.** See attached Pre-Bid Conference Opening Statement.
- 1.2.** See attached Pre-Bid Meeting Minutes.
- 1.3.** Contact Anita Schauer at 815-988-1015.
- 1.4.** RPS will pay for stored materials and equipment as long as a certificate of insurance, photos and invoices are submitted properly.
- 1.5.** Where the ceilings are lower than the top of the windows, the shades can be installed at the same height as the ceiling. The shade shall have the extra length in case the Owner raises the ceiling in the future.
- 1.6.** All patching and painting required because of the window demolition work shall be completed by the Asbestos Removal contractor. All patching and painting due to the window installation work shall be by the Window Contractor.

END ADDENDUM NUMBER 1

PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for IFB 17-23 Washington Academy Window Replacement for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addendums published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for Thursday, February 2, 2017 at 2:00 pm Rockford Board of Education, 6th floor Conference Room. Late bids will not be accepted. Faxed or emailed bids will not be accepted.
- Board Approval February 14, 2017
- Bid RFI Procedures - Email Only - All correspondence during the bid process **MUST** be sent to Tamara Pugh, Purchasing Manager at tamara.pugh@rps205.com Last RFI will be accepted until January 30th at 4:30 pm. Last addendum will be issued by January 31st at 4:30 pm.
- Addendums will be emailed to all attendees at the pre-bid conference, posted on the RPS website, Demand Star and the 3 printing companies.
- PLEASE reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive. 5% Bid bond for the Base bid to be included.

I will turn it over to the Project Manager for summary of the project.

MANDATORY PRE BID MEETING NOTES
Rockford Public School District #205
Washington Academy Window Replacement Project

PRE-BID DATE & TIME: Thursday, January 19, 2017 @ 3:00 PM

A. General Items

1. Meeting Sign-Up Sheet was passed around to attendees.
2. Anita Schauer read the Opening Statement which is attached to these notes.
3. Bids Due - Thursday, February 2, 2017 at 2:00pm.

B. Items discussed during the meeting

1. The materials used on the project are Tax Exempt.
2. Bid RFI Procedure – Email Only – All correspondence MUST be sent to Tamara Pugh, Executive Director of Budget and Purchasing at tamara.pugh@rps205.com.
3. 5% Bid Bond MUST Accompany the Bid.
4. 100% Performance & Payment Bond will be required for the project.
5. The building permit will be obtained by RPS thru the Regional Office of Education.
6. The project will be bid out to General Contractors under Base Bid. There will be an alternate bid to provide a factory painted finish in lieu of the clear anodized finish.
7. There will be no summer school or activities in the school over the summer. The school will not have students in the building during the 2016/2017 school year. The kitchen will be used by staff during the 2016/2017 school year.
8. Asbestos contractor shall be hired by the District to remove the windows and associated asbestos materials.
9. The construction schedule shown on Drawing A101 was reviewed.
10. Contractors can tap off the existing building's electrical and water services for construction purposes.
11. Contractors can use existing toilets.
12. Construction meetings will be held during construction. Contractor to take meeting notes and distribute.

13. Close out documents will be processed thru BHFX as stated in the project manual.
14. All workers are required to complete the criminal background check. The full background check is only necessary if employees are going to be on site more than 30 days. The online registry checks suffice for those on site fewer than 30 days.
15. The successful contractor shall submit a Schedule of Values and Project Schedule within 2 weeks after being awarded the project.
16. Contractor's shall have a Full time designated foreman on site at all times work is taking place. The foreman can be a working foreman.
17. General scope of Base Bid includes but is not limited to the following:
 - a. Window Replacement Work for the North Addition to the School
 - b. The rest of the school is under contract with Cardinal Glass to have the windows replaced.
18. Contractor shall coordinate all staging locations with the Owner.
19. The elevator can be used to move materials to different levels. Contractor to protect floor, walls and ceiling of the elevator cab.
20. One mock up will need to be installed. Contractor will pay for the first test of the window. Contractor shall pay for any additional testing required if the original test fails. Owner may randomly test completed windows in the field. See drawing A101 for dates for the mock up testing.
21. Window system is based on Kawneer 451TVG – Front glazed.
22. Windows will have operable window inserts based on Kawneer 8225 TL system.
23. Asbestos contractor shall be hired by the District to remove existing windows and they will board up the windows. Window contractor shall remove board up windows and turn them over to the asbestos contractor.
24. Asbestos contractor to remove window ac units and the Window Contractor to re-install. Contractor to verify final locations of ac window units with the Owner.
25. All patching and painting required because of the window demolition work shall be completed by the Asbestos Removal contractor. All patching and painting due to the window installation work shall be by the Window Contractor.
26. Window shades are required for windows as designated on the design documents.
27. Head receptors can be used for the window systems.
28. Mark the number of addendum you receive on the bid form.
29. All drawings were briefly reviewed with the scope of work.

30. Faxed or emailed bids will not be accepted.
31. Nothing stated at the Pre-Bid meeting or any verbal/email/fax communication from anyone will change the project documents, unless an Addendum is issued by Richard L. Johnson Associates.
32. Anticipated Board approval date is February 14, 2017.
33. Final window cleaning on the exterior and interior shall be by the General Contractor.
34. RPS will not publish budgets for the projects.
35. A walk thru of the existing building was completed after the meeting.
36. Architect will coordinate with the Asbestos Consultant how much of the ceilings will be removed under the asbestos contractors scope so the window contractor knows the extent of the ceiling re-installation.
37. Contact Anita Schauer at 815-988-1015 to schedule a site visit.
38. Architect/Owner will select the color of the lintels to be painted once it has been determined if the Alternate Bid is accepted.
39. Where the ceilings are lower than the top of the windows the shades can be installed at the same height as the ceiling. The shade shall have the extra length in case the Owner raises the ceiling in the future.

END OF MEETING NOTES



PRE-BID MEETING SIGN-IN SHEET

IFB # 17-23 Washington Academy Window Replacement

Thursday, January 19, 2017 3:00 pm (CST)

Printed Name	Company Name	Company Address	Telephone	E-mail
1 Scott Johnson	RPSA	4703 CHARLES ST ROCKFORD	815-328-1251	sjohnson@rockford.il.us
2 JOE ANDERSON	CARDINAL GLASS CO.	1087 RESEARCH PKY ROCKFORD	815-394-1400	janderson@cardinalglassco.com
3 Kevin Sweeney	CWI	44240 Cavalry Dr. Bloomington	630-351-8915	Kevin@cwi89.com
4 James Parypatskis	Rock Valley Glass	1398 HANTWOOD DR CHRYSLER	815-509-6272	jparockvalleyglass.com
5 VAL KOSZKA	Highlander Improvement Co.	2200 Gledston Ct Glenview Heights, IL 60139	630-283-8764	info@highlanderimpro.com
6 ROGER STROCKER	Shade Alike Co.	7511 Grace Ave. Roscoe, IL 60173	815 623-7597	rogerstrocker@shadealike.com
7 Anita Schauer	RPS 205	1907 Kishwaukee St Rockford, IL	815-988-1015	Anita.Schauer@rps205.com
8				