



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

IFB No. **18-25 Stage Curtains and Rigging**

DATE: **March 2, 2018**

RE: **ADDENDUM NO. 3**

To All Bidders:

Included 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 2nd 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 Director of Purchasing by email at purchasingdeptstaff@rps205.com.

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood
Director of Purchasing

Auburn High School, Flinn, Kennedy, Lincoln and West Middle Schools,
Washington Elementary School stage curtain and rigging replacement;
Rigging repairs at East, Guilford and Jefferson High Schools
Rockford Public Schools 205
Rockford, Illinois

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P. O. Box 5207, Rockford, IL 61125-0207
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TO: ALL BIDDERS

RE: ADDENDUM #3

PROJECT: AUBURN HIGH SCHOOL, FLINN, KENNEDY, LINCOLN AND
WEST MIDDLE SCHOOLS THEATER RIGGING AND STAGE
CURTAINS; WASHINGTON ELEMENTARY SCHOOL STAGE
CURTAIN AND RIGGING REPLACEMENT; RIGGING REPAIRS
AT EAST, GUILFORD AND JEFFERSON HIGH SCHOOLS,
ROCKFORD PUBLIC SCHOOLS 205
ROCKFORD, ILLINOIS

LDG PROJECT 26160
NO.:

DATE: March 1, 2018

Please attach this Addendum to the Project Manual and Drawings for the referenced project.
Take the changes to the Project Manual and Drawings into consideration in preparing your Bid.

Bidders shall make note in writing on Bid Form that this Addendum has been taken into
consideration.

Failure to do so may be sufficient cause to reject the Bid.

This Addendum consists of 5 pages, plus drawing and specification sheets itemized herein.

IFB No 18-25 Theater Rigging /Stage Curtains – 9 schools

I. CLARIFICATIONS:

GENERAL:

1. What are access routes and stage loads to bring in a scissor lift? What are ceiling loads rated?
 - a. Check for outside access, doorways, steps, etc.

Answer: Bidders should search for existing drawings on the FTP site as this is the
information that is available regarding existing conditions:

ftp://ftp.bhfx.net/rockford_public_schools Username: RPS / Password: 205 – also,
some schools have more original drawing scans than others. Tips: original Flinn Middle
School drawings are found under Jefferson High School / 1954-12-08_5302A_New
Jefferson Jr High School; the current Jefferson High School drawings are in the 1976

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and 1977 folders, check 10-15-1976; Guilford High School auditorium was added in 1965, drawings are found under Guilford High School / Working Documents / 04_1965 – Building Additions / 06_Arch&Struc; Auburn High School / 1958-02-23_542_New Senior High School and other folders; West Middle School can be found under West High School (& West Middle School); Kennedy Middle School can be found under Auburn Intermediate School (1958).

2. 1.2 Work restrictions – reference to daily clean up – is this required for the space to be used every day after work day? Does it need to be secured? Does this section refer specifically to this project?

- a. Any conflicts with schools this summer will be determined prior to work starting
- b. Daily clean up may not be necessary if no one will be entering the stage area
- c. Secure your own tools at end of work day

Answer: Work hours are 7 am to 4 pm Monday through Friday or arrange other work times in advance with Owner/ Project Manager.

3. 3.3 Temporary conditions (security, fire protection) – does this refer to this project?

Answer:

- a. Cover / protect smoke detectors from dust ~ if dust is generated by the work; uncover when dusty work is done daily
- b. Notify project manager if fire alarm needs to be put on temporary hold for any work
- c. Take precautions to not set off sprinkler system
- d. No welding is expected to be needed

4. Is demonstration and training required at each site individually, or can it be done at one building and include staff from each building? Also, can it happen at end of summer vs after school starts? More costly if separate training to each school

Answer: Training will be required at each building individually since staff and arrangements vary from school to school. Schedule after teachers return to school August 16, 2018.

5. Is there any other construction work that coincides with the stage work?

Answer: There is no other construction work planned in these areas.

6. Should colors for all curtains state “TBD-To Be Determined”?

Answer: Yes, colors for curtains will be selected at a later date and sent out as an Addendum.

7. Some schools have curtains that are lined? Do you require lining?

Answer: No. There will be no linings required on any of the curtains at any of the schools.

GUILFORD HIGH SCHOOL:

Note: On drawing I6.1 Rigging Schedule notes for Guilford and East may be switched. Cross reference notes for East High School)

G1 It seems that there is no hemp line to replace, is this accurate on the drawing?

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- G2 Verify if counterweight or arbor still needs work?
- G3 Re-anchor guy wire – does this exist? Does it need to be re-anchored?

WEST MIDDLE SCHOOL:

- W1 What location should the batten be moved to?
Answer: Move to a location that is not in conflict with light bar or curtain rigging
- W2 The West drapes to appear to have been installed in 2012, what is the reason for replacement when they should last 15 years?
Answer: Curtains are being replaced to bring fabric type up to code and to eliminate use of cotton.
- W3 Stage right - cable clips are malleable, which is considered “not safe”, should they be changed to forged cable clips? Should cables be replaced instead of shortened? (Stage left is micro... clips)
Answer: If changing cable clips to forged clips does not require additional work to rigging lines, then make the change to forged.
- W4 No safe working load is stated, what should it be?
Answer: It should be “Industry Standard” for its location and use.
- W5 Load rated chain; does it need to be replaced? US Grade 30 - 1/4” - strongest is preferred.
Answer: Use the US Grade 30-1/4” as a Basis of Design.

Auburn High School

- A1 Are we to replace the polypropylene line set at 16?
Answer: Yes
- A2 Re-terminating lines – at one end only? Vs. both ends which could shorten the length of lines too much?
Answer: Yes, at one end only.
- A3 Stage left – forged clips are good in this location
Answer: Noted.
- A4 Are we replacing the draperies on either side of the House?
Answer: No.

Kennedy Middle School

- K1 Attaching to wood blocking – what is load rating?
Answer: Refer to General Notes #1.
- K2 Will tack strip be reused?
Answer: No. New tack strip is required.

Washington Elementary School (Alternate Bid)

- W1 Drawing was handed out at Pre-bid (also include in Addendum)
- W2 Proposed work at Washington is an Alternate Bid

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W3 “Best Practices” or “Industry Standards” in lieu of “Code Compliance”

W4 Will tack strip be reused?

Answer: No. new tack strip is required.

W5: Note 3: States to remove and discard tab curtain. Are we replacing it?

Answer: No, we are not replacing it.

W6: Side Draw curtains #14 on schedule show incorrect lengths.

Answer: Side draw curtains #14 on Stage Right are to be 16'-0" comprised of (2)- 10'-0" sections) and end right before stairwell railing. Side draw curtain #14 Stage Left is to be 20'-0" comprised of (2) 12'-0" sections. Both Stage Left and Stage Right are to be walk-along and have spanners as per manufacturer's recommendations.

W7: How do we address the tabs that would extend into the side draws?

Answer: Limit/trim extensions so they run just inside the side draws.

W8: Are all swivels to be eliminated?

Answer: Yes, all swivels are to be eliminated.

W9: Are we to add carriers?

Answer: Yes, you are to add carriers.

W10: New Main Draw curtain #2 should extend 3'-6" beyond Proscenium opening.

Lincoln Middle School

L1 Hand winch – is it needed? They are not safe and tend to “run away”.

Consider replacing with dead hanging type?

Answer: Provide a line-item cost to replace.

L2 What is the hanging bar in between item 1 & 2?

Answer: If it is not needed in new scope of work, remove and discard.

L3 Are we to replace curtain tracks?

Answer: Yes, all curtain tracks are to be replaced.

East High School

Note: On drawing I6.1 Rigging Schedule notes for Guilford and East may be switched. Cross reference notes for Guilford High School)

E1 Cable clips are malleable, which is considered “not safe”, should they be changed to forged cable clips? Should cables be replaced instead of shortened?

Answer: If changing cable clips to forged clips does not require additional work to rigging lines, then make the change to forged.

E2 Suggest moving screen to behind proscenium valance curtain because it conflicts with the light bar – it looks like it would fit under the beam

Answer: Yes, move projection screen so that it does not conflict with light bar.

Flinn Middle School

F1 Is new Cyclorama to be “flying”?

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Answer: Yes, flying the Cyclorama is acceptable. Install new cyclorama on upstage most line set

And on pipe battens. Cyclorama is to be 17'-0" h x 50'-0" wide.

F2 Where should rear draw be located?

Answer: Move rear draw curtain downstage one line set.

F3 Will tack strip be reused?

Answer: No. New tack strip is required.

II. ADDITIONS OR CHANGES TO THE PROJECT MANUAL
NONE

III. ADDITIONS OR CHANGES TO THE DRAWINGS:

DRAWING I7.1

A. Add drawing for Washington Elementary School to bid package.

END OF ADDENDUM #3

PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for IFB 18-25 Stage Curtains and Rigging 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 Tuesday March 13, 2018 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 March 20, 2018
- Bid RFI Procedures - All written correspondence during the bid process **MUST** be sent to Dane Youngblood, Director of Purchasing, via email at PurchasingDeptStaff@rps205.com. Last RFI will be accepted until March 6, 2018 at 12 pm. Last addendum will be issued by March 8, 2018 at 4:30 pm.
- Addendums will be emailed to all attendees at the pre-bid conference, posted on the RPS website and Demand Star.
- **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.



PRE-BID MEETING SIGN-IN SHEET

IFB # 18-25 Stage Curtains and Rigging

PLEASE WRITE EMAIL ADDRESS SO THAT IT IS LEGIBLE IN ORDER TO RECEIVE ADDENDUM INFORMATION

	Printed Name	Company Name	E-mail Address	Telephone	City, State
1	Jennifer Deuth Fritts	RFS 205	jennifer.deuthfritts@rfs205.com	815-209-8598	RAND, IL
2	Russ Dusek	iWeiss	RussD@IWEISS.COM	312-524-3687	Chicago, IL
3	Julie Williams	Larson & Darby	jwilliams@larsondarby.com	815 484 0739	Rockford
4	Mike Jennings	Clearwing	mjenus@clearwing.com	414-258-6333	Milwaukee WI
5	Hunt Schnabel	CLEARWING	K.SCHNABEL@CLEARWING.COM	414.258-6333	MILWAUKEE, WI
6	James Hoverton	CHICAGO FLYHOUSE	bcohen@flyhouse.com		
7	DAVID KRAUSE	MAIN STAGE	DKRAUSE@MAINSTAGE.COM	414-278-0878	MILWAUKEE
8	TRIP JONES	GARAND STAGE	TJONES@GARANDSTAGE.COM	312 332 1604	CHICAGO