



Date: January 24, 2025

**ADDENDUM NO: ONE**

**TO ALL OFFERORS:**

**REFERENCE:** IFB No: **2025-IFB-3020620**  
Commodity: **CLS Electrical Panel Replacement**  
IFB Closing On: **February 6, 2025, at 2:00 PM ET**

Please note the clarifications and/or changes made to this solicitation attached:

1. Please see attached AE Addendum One which includes pre-bid meeting agenda, sign-in sheet and questions and answers.
2. All other terms and conditions of the solicitation remain unchanged. Sealed Bids must be received in accordance with the solicitation requirements by **2:00 pm on Thursday, February 6, 2025**. Late bids will not be considered.
3. A **signed acknowledgement of this addendum** must be received by this office attached to your bid. Signature on this addendum does not constitute your signature on the original bid document. The original bid document must also be signed.

Sincerely,  
*Vidhi Danak*  
Procurement Manager  
Albemarle County

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name



**CLS ELECTRICAL PANEL REPLACEMENT PROJECT  
PRE-BID CONFERENCE AGENDA**

LOCATION: Community Lab School – 3:30 PM, Thursday, January 16, 2025.

DATE: JANUARY 16, 2025

1. INTRODUCTIONS and SIGN-IN:

2. PROJECT PERSONEL:

Purchasing:	Vidhi Danak – <a href="mailto:vdanak@albemarle.org">vdanak@albemarle.org</a>
Project Manager:	James Allen – <a href="mailto:jallen2@k12albemarle.org">jallen2@k12albemarle.org</a>
Engineer:	Simmons, Rockecharlie & Prince Tom Rockecharlie III – <a href="mailto:trockecharlie3@srpeng.com">trockecharlie3@srpeng.com</a> Rama Madala – <a href="mailto:rmadala@srpeng.com">rmadala@srpeng.com</a>

3. PROJECT SCOPE:

The project is generally described as the replacement of existing panelboards with new.

Cost Range: \$30,000 – \$75,000

4. PROJECT SCHEDULE:

Bids Due:	Thursday, February 6, 2025, by 2:00 pm ET
Notice to Proceed:	March 10, 2025
Construction Start:	June 9, 2025
Construction Finish (Substantial Completion):	August 1, 2025
Delivery Times:	Coordinate all deliveries with owner's PM and school.

Damages for Delay per Supplemental General Conditions (Item 3 – Section 42): \$500.00/calendar day for Substantial Completion and \$250.00/calendar day for Final Completion.

5. BID DOCUMENTS:

Plans, Project specifications, Addendums, Bid tabulations and other documents are available at:

County Website –

<https://www.albemarle.org/Home/Components/RFP/RFP/1328/303>

eVA -

[https://mvendor.cgieva.com/Vendor/public/IVDetails.jsp?PageTitle=SO%20Details&rfp\\_id\\_lot=85187&rfp\\_id\\_round=0](https://mvendor.cgieva.com/Vendor/public/IVDetails.jsp?PageTitle=SO%20Details&rfp_id_lot=85187&rfp_id_round=0)

6. BID REQUIREMENTS:

A. INSTRUCTIONS TO BIDDERS:

1. Pre-Bid Questions Form and Procedures, Deadline for Pre-Bid Questions – close 1:00 PM, January 29, 2025.
2. Read Full Instructions



**CLS ELECTRICAL PANEL REPLACEMENT PROJECT  
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**B. BID FORM REQUIREMENTS:**

**COMPLETE ALL PARTS:**

Lump sum price for all labor, equipment, and materials necessary for construction of the project, complete and in accordance with the Plans and Specifications.

\*Please note that Bidders are responsible to check the Purchasing web site and download and acknowledge any Addenda issued for this Bid. \*

1. Bid Bond is not required for this project if bid amount is \$100,000.00 or less. However, a Bid Bond is required if the Total Base Bid exceeds \$100,000.00 and **MUST** accompany the bid form at the time of submission.
2. State Corporation Commission & Registration Agent Form
3. Vendor Data Sheet
4. Certification of Crimes Against Children
5. Ensure a company officer or an officially authorized person signs the Bid Form
6. Ensure the bid bond identifies the name and address of an attorney-in-fact who is appointed to act on behalf of the surety within the Commonwealth of Virginia. The address shall be within the Commonwealth of Virginia. The attorney-in-fact shall affix to the bond a certified and current copy of the power of attorney (Instructions to Bidders, 5. Bid Guarantee, (a), 3rd and 4th sentences).

**C. BID RECEIPT:**

1. Clearly Marked
2. Confirmation of bid location, date, and time:  
Purchasing Office, Albemarle County Office Building  
401 McIntire Road, Charlottesville, VA  
Bids Received by 2:00pm on February 6, 2025  
**NOTE:** No Bids will be accepted after 2:00pm.  
Bids and Bid Modifications **MAY NOT BE FAXED**

**7. CONTRACT DOCUMENTS:**

General Conditions, Supplemental General Conditions, School Special Conditions, Contract

**8. SPECIAL CONCERNS:**

- A. Owner Occupancy: Existing Building Operations take precedence; Work Hours  
No Contact with Students, Faculty or Staff.
- B. Protection of Adjacent Areas including landscaping and facilities (Contractor Responsibility)
- C. OSHA / VOSH Regulations (Where Applicable)
- D. Building Permit and Inspections requests by Contractor - No Special Inspections are required for this project.

**9. JOBSITE SAFETY AND PROTECTION:**

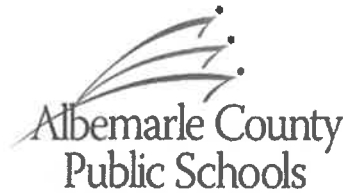
Access- No current Limitations  
Site Limitations- No current limitations



**CLS ELECTRICAL PANEL REPLACEMENT PROJECT  
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Staging, Storage, and Lay-Down Area – none designated  
Utilities (Use of Owner’s utilities is allowed but shall not be abused)  
Temporary Offices not required  
Contractor Parking- none designated  
Sanitary Facilities (Contractor-Furnished portable toilet)  
Exterior Enclosure-Control Partitions

10. Administration:
  - A. Retainage – 5%
  - B. First Payment requires receipt and approval of Schedule, Schedule of Values and Submittal log
11. Addenda: **Final Addendum** may be issued on **January 31, 2025** (5 calendar days prior to Bid Due date). Note the deadline for **final questions** is **January 29, 2025** (7 calendar days prior to Bid Due Date) to ensure they can be answered in the final addendum.
12. Site Walk through - If additional site visits are required, contact James Allen



CLS ELECTRICAL PANEL REPLACEMENT PROJECT  
PRE-BID CONFERENCE AGENDA

Project: CLS Electrical Panel Replacement Project

Location: 1200 Forrest St., Charlottesville, VA

Date: January 16, 2025

Name:	WAYNE PROFFITT
Organization:	AEL ELECTRICAL
Phone No.:	434-907-4335
Fax No.:	434-582-4783
E-Mail:	w.proffitt@dalelectricalinc.com

Name:	Oscar Olea
Organization:	MORCOM INTERNATIONAL
Phone No.:	703-269-9305
Fax No.:	
E-Mail:	oolea@morcom.net

Name:	TOM ROCKECHARLIE
Organization:	SRP
Phone No.:	809 268 7323
Fax No.:	—
E-Mail:	TROCKECHARLIE3@SRPEN6.CO.VA



CLS ELECTRICAL PANEL REPLACEMENT PROJECT  
PRE-BID CONFERENCE AGENDA

Name:	Kyle Ryan (Mark Arnold:)
Organization:	FAME
Phone No.:	571-839-5768
Fax No.:	
E-Mail:	mark@fame-va.com

Name:	ARIC R. OLSEN
Organization:	MONTGOMERY CONSULTING
Phone No.:	253-737-6112
Fax No.:	
E-Mail:	ARIC@MONTGOMERYCONSULTING.NET

Name:	FREDY VASQUEZ
Organization:	EBENEZER ELECTRIC LLC
Phone No.:	703-652-8478
Fax No.:	
E-Mail:	FREDY@EBENEZERELECTRIC.COM

Name:	Rey Ovalle
Organization:	ACPS
Phone No.:	434 981-7958
Fax No.:	
E-Mail:	rovalle@k12albemarle.org

**PREBID QUESTION FORM**

(Use separate form for each question submitted.)

**DATE:** 01/21/2025

**PROJECT: CLS Electrical Panel Replacement  
2025-IFB-3020620**

The following question concerns Drawing Sheet (number) E1.1, E2.1 :

In the project, two of the panel boards (E and D2) are inside  
the wall, and to replace them, we must break the wall.

Is it our responsibility to fix the wall after replacing the  
panel boards, or does the owner take care of that part?

The following question concerns Specifications Section (number) \_\_\_\_\_, page \_\_\_\_\_, paragraph \_\_\_\_\_:

Yes, contractor shall saw cut existing walls to allow for the installation of new enclosures and shall patch and paint surfaces to match existing conditions. See note #2 on sheets E1.1 and E2.1 and provide all necessary work. Wall tiles will be replaced by owner.

Response By: Rama K C Madala  
SRP  
1-21-2025

All responses to questions will be made by Addendum.

Questions submitted by: Ehsan Davarzany Morcom International, Inc  
Name Organization

Email Form To: County of Albemarle Purchasing – vdanak@albemarle.org  
County of Albemarle Project Manager – jallen2@k12albemarle.org.  
Simmons Rockecharlie & Prince – rmadala@srpeng.com

Or

Mail Form to: County of Albemarle  
Office of Procurement  
401 McIntire Road  
Charlottesville, Virginia 22902-4596

And

Rama K C Madala, PE  
Simmons, Rockecharlie & Prince, Inc.  
10150 Staples Mill Road, Suite A  
Glen Allen, Virginia 23060