



COMMONWEALTH OF VIRGINIA  
**County of Henrico**

DEPARTMENT OF FINANCE  
Purchasing Division

**Addendum No. 2**

**Date:** July 17, 2024  
**Invitation to Bid:** 24-2711-6JL - Human Services & Social Services Lobby Renovation  
**Receipt Date/Time:** July 23, 2024 at 2:00 PM (CHANGED)  
**Opening Date/Time:** July 23, 2024 at 2:00 PM (CHANGED)  
**Subject:** Questions & Answers

Prospective Bidder and Others Concerned,  
The following changes, corrections, deletions, clarifications, and/or additions constitute Addendum No. 2:

**Questions & Answers:**

1. **Question:** In existing sheetrock walls, can the electrician fish walls with MC cable? Specs spell out flexible conduit, thhn wire, and ring and strings for tele/data.  
**Answer:** No. The County desires conduit, as specified.
2. **Question:** There is an issue with hardware set 01 in the specifications. It does not specify a locking mechanism. Since there are push/pull bars, there can't be panic devices so I assume it should be a standard lock with outside cylinder and inside thumbturn. PLEASE CONFIRM Should the power operator control both door leaves? Dual operators are not typical, but the hardware set does not include a surface overhead closer to the other door leaf. PLEASE CONFIRM.  
**Answer:** Thumb turn deadlocks are not permitted, as these are egress doors. Operator operates both doors. The listed basis of design LCN 9553 is a simultaneous pair door operator.
3. **Question:** A606 - Please clarify whether or not the floor finish legend is accurate as it does not connect to the drawing itself.  
**Answer:** It is accurate. The only noticeable issue is that the hexagonal hatch associated with CT-3 somehow shifted from its box. CT-1 is distinctive and is identified in multiple locations on the plan, so was not necessary to have in the legend.
4. **Question:** D101 - Please show specifically where signage is within the lobby for demolition.  
**Answer:** There are a number of small signage plates around the lobby. The bidder may visit the site to check quantities, if they wish. The signage is typical room name and number identification size.
5. **Question:** It was noted on the site visit that there is existing furniture. Please verify who will be removing the existing furniture. If the contractor is responsible for removal, please provide a list for specification.  
**Answer:** Owner will remove the loose furniture.
6. **Question:** Please verify whether or not the general contractor will be required to install new furniture.  
**Answer:** Owner will place loose furniture.

7. Question: Please verify if floor leveling would be required for the ceramic tile in the restrooms for floor drains.  
Answer: As this is an elevated slab and the tile will be thinset, sloping the floors to the drains is not feasible.
8. Question: Due to supply chain issues along with labor shortages, construction materials very volatile at the moment. Please verify if the contractor is to include any additional cost for escalation as the subcontractors do not know until submittals are approved what the actual cost of material will be. If the contractor is to include escalation, please provide a percent that the contractor is to include or please provide an allowance for all material escalation.  
Answer: The project is a fixed price contract. The bidder shall take this into account in any escalation with their bids.
9. Question: Please verify if there will be patching required for CMU.  
Answer: To our knowledge, none of the existing affected walls are CMU, so no.
10. Question: Due to supply chain issues along with labor shortages, delivery of material for construction material can vary widely from system to system. Please verify that if the contractor is not able to get material in time to start the project, the contractor may receive a time extension without the owner accessing liquidated damages for the project. The contractor will not know when the material will be on site until after the submittal process and the order has been placed so there is no way to tell right now what material will be affected, if any.  
Answer: The Contractor shall submit the Construction Schedule per 013000-3.03 of the Project Manual which shall include anticipated material deliveries. The County will work with the Contractor and the material delivery schedules as such, including delaying issuance of the NTP until material delivery schedules have been confirmed.
11. Question: Please note that due to the volatile of all construction materials, please verify that the contractor may only keep their number for 30 days in lieu of the 91 days required. If the contractor is to keep their number for 91 days, please note that there will be additional cost associated with the additional days for escalation.  
Answer: Per the Project Manual, A bid may not be modified, withdrawn or cancelled by the bidder after the time and date designated for the receipt of bids and for 91 days thereafter except as provided by Section 2.2-4330(B)(1) of the Code of Virginia, as amended.
12. Question: Please verify that the contractor is not to patch or fill-in any existing holes/gaps that are not indicated on the drawings in the walls, ceilings, roof, etc.. If there are areas that the contractor is to patch or fill, please provide all sizes, locations and material types so the contractor can include the proper cost for these items.  
Answer: The contractor is to prepare the walls to the specified finish levels. This is an existing building that has been in service for many years. It is to be expected that there are a number of dents/dings, etc. in the existing walls that are to remain. All large openings in the finished space have been identified. Where conduit and ductwork are removed

above the ceiling, those openings need to be filled / repaired to the finish level specified for above ceiling spaces.

13. Question: Please verify that all patching and repairs are shown on the drawings. If there are existing hole, cracks, chips, etc. that need to be repaired and are not shown on the drawings, please provide locations, sizes and counts of each item that the contractor will be required to repair. If this cannot be provided, please provide an allowance that the contractor shall carry in order to account for all patching or repairs.

Answer: The contractor is to prepare the walls to the specified finish levels. This is an existing building that has been in service for many years. It is to be expected that there are a number of dents/dings, etc. in the existing walls that are to remain. All large openings in the finished space have been identified. Where conduit and ductwork are removed above the ceiling, those openings need to be filled / repaired to the finish level specified for above ceiling spaces..

14. Question: Please verify that the contractor will not be required to remove/relocate/protect any equipment/furniture. If this is required, please provide a list of equipment and location(s) of the equipment/furniture that the contractor is to protect/relocate/remove. If the equipment/furniture is to be relocated, please provide the temporary location of the equipment/furniture. If the contractor is required to store any equipment/furniture, please provide the location that the contractor may place the temporary storage containers.

Answer: The Owner will remove / relocate existing loose furniture and equipment.

15. Question: Please verify that a wage scale will not be required for this project.

Answer: No prevailing wage is required.

16. Question: Please verify that all mechanical and electrical testing can be completed by the electrical contractor and a 3rd party testing agency will not be required. If the contractor is required to hire a 3rd party testing agency for testing, please provide the type of test and frequency of all tests required to be completed by a 3rd party.

Answer: Contractor shall review the specifications. Testing is required by multiple Sections, including, but not limited to, 230593 Testing and Balancing, 262416 Panelboards, and 260526 Grounding and Bonding for Electrical Systems.

17. Question: Please verify that the contractor is to pay for and obtain the building permit for this project. Per AIA A201 3.7.1, No permit fee for new construction or additions for city-owned buildings. As this is a HVAC replacement, please verify that the contractor will be required to include the cost of permits including building, HVAC and electrical permits, as required by the city.

Answer: The Owner will pay for the building permits.

18. Question: Please verify that the contractor is to include builder's risk insurance for this project as required per AIA A201 11.1.6.

Answer: Builder's Risk is not required.

19. Question: Please verify if any overhead protection will be required. If so, please provide the locations and a detail of the required overhead protection if scaffolding with one layer of 1/4" plywood is not sufficient.  
Answer: [Change Plan Note 1 on A002 to read, "Flooring, ceiling, and above ceiling work in access passage to be completed during off hours."](#) Overhead protection should not be required.
20. Question: Please verify that the use of electrical power and water will be provided by the owner.  
Answer: [Per Specification Section 015000-1.03-A, the Owner will provide access to these existing systems. The contractor shall be responsible for all temporary connections.](#)
21. Question: Please verify that the owner does not intend to occupy the building during construction. If the owner does intend to occupy the building during construction, please provide the locations of any temporary partitions that will be required. If these are required, please also provide a detail of the temporary walls if wood studs and plastic sheathing are not acceptable.  
Answer: [The Owner absolutely does intend to occupy the building during construction. See Sheet A002 for the requested information.](#)
22. Question: Please provide the ceiling types under the new mechanical work as the contractor will need to temporary remove and reinstall the ceilings in these areas for access.  
Answer: [Per D101, the ceilings where the mechanical work are being removed. See Sheet A151 for the new ceilings.](#)
23. Question: Please provide the existing controls manufacturer for this project.  
Answer: [The area of work does not have a B.A.S.](#)
24. Question: Please provide a list and frequency of all material testing as maybe required per AIA A201 13.4.1. Please note that there are some areas of new concrete that may require testing.  
Answer: [The existing structural components of the building are not being modified.](#)
25. Question: For clarification, where is the location of the data room referenced on drawing E101.  
Answer: [There are two true data closets on the SS floor of HSB. They are in the far corners of each long hallway where the red circles are on the image below.](#)



26. Question: Is the furniture part of this bid?  
Answer: Loose furniture is not part of this contract.

27. Question: Please clarify the locations of every partition needing to be installed.  
Answer: New walls are shown and dimensioned in the architectural drawings.

All other general terms, conditions and specifications shall remain the same.

Bidders must take due notice and be governed accordingly. Acknowledgement of the receipt of this addendum shall be made on your Bid Form.

**Failure to acknowledge this addendum may result in your bid being declared non-responsive.**

Sincerely,

Jianchong Luo  
Purchasing Manager  
[Luo001@henrico.gov](mailto:Luo001@henrico.gov)