

## **ADDENDUM NO. 1**

This Addendum shall become and form a part of the drawings and specifications for the project:

### **New Board Offices Renovation**

For

Northeastern Local School District  
1414 Bowman Rd.  
Springfield, Ohio 45502

August 29, 2023

Prepared by:  
Ruetschle Architects, Inc.  
222 Linwood Street  
Dayton, Ohio 45405  
937-461-5390 (phone)  
937-461-6829 (fax)

#### **TO ALL BIDDERS:**

This Addendum, including all corrections listed hereinafter, shall become a part of the original contract drawings and specifications and shall be taken into account in preparing the "Proposal" and shall become a part of the Contract.

The Architect requests that the Bidder bid the project in strict accordance with the drawings and specifications. Products which are not listed in the Specifications or in this Addendum as approved equals will not be accepted by the Architect. Products and manufacturers not listed in the Specifications or in this Addendum may be bid as Substitutions. The bidder is cautioned that Substitutions may be rejected, if upon later review, said Substitutions are found to be less than standard.

#### **CHANGES TO THE PROJECT MANUAL:**

##### **ITEM 1: GENERAL NOTE**

- A. Disregard any mention of LEED Requirements or LEED Submittals.
- B. This is a NON-PREVAILING WAGE Project.
- C. See attached Pre-Bid Meeting Agenda
- D. See attached Pre-Bid Meeting Sign-In Sheets

##### **ITEM 2: TO THE LEGAL ADVERTISEMENT AND INSTRUCTIONS TO BIDDERS**

- A. The Bid Date has been revised to Friday, September 8, 2023 at 2 p.m.**

STATEMENT BY CONTRACTOR:

Each bidder shall sign the following acknowledgement and include it as an attachment to the proposal for the New Board Offices Renovation

We acknowledge receipt of Addendum No. 1, August 29, 2023, comprising reference to the following:

- Item 1: General Note
- Item 2: To the Legal Advertisement and the Instructions to Bidders

Signed \_\_\_\_\_ Date: \_\_\_\_\_  
(Contractor)

END OF ADDENDUM NO. 1

Attachments:

- Pre-Bid Agenda
- Pre-Bid Sign In Sheet

## PRE-BID MEETING AGENDA

### Renovation for New Board of Education Offices Northeastern Local School District Springfield, Ohio August 23, 2023

#### 1. INTRODUCTIONS

##### A. ARCHITECT

1. All questions and communications during the bidding phase shall be directed to Dana Harrah of Ruetschle Architects, Phone (937) 461-5390, [dana@ruetschle.com](mailto:dana@ruetschle.com)

##### B. CONSULTING ENGINEER

1. Heapy Engineering  
1400 West Dorothy Lane  
Dayton, Ohio 45409  
(937) 224-0861

##### C. OWNER

1. Contractors wanting to visit the site should make arrangements with the Owner prior to the visit. All requests for visits should be made through:  
Mr. John Parrish  
Northeastern Local School District  
Springfield, Ohio  
[johnparrish@nelsd.org](mailto:johnparrish@nelsd.org)  
Phone: (937) 504-4599

#### 2. BIDDING INFORMATION

- A. A single prime contract will be awarded for the entire bid package. Bid package is inclusive of all trades.
- B. The General Trades Contractor shall be the Lead Contractor and will establish a schedule, in cooperation with their prime sub-contractors, for completing the work.
- C. The Owner is tax exempt.

#### 3. DRAWINGS AND SPECIFICATIONS

- A. Electronic and hard copies of the drawings and specifications are available from Media Resources Corp., 2121 Lyons Road, Miamisburg, Ohio 45342, 937-428-7831

#### 4. BID DATE

- A. Bids will be due at the Northeastern Local School District Board of Education located at 1414 Bowman Rd., Springfield, Ohio 45502 until 2:00 p.m. EST on September 1, 2023. Bids will be opened as soon thereafter at the Board of Education Offices.

#### 5. ADDENDA

- A. An addendum will be issued this week that will include this agenda, the sign-in sheet and answers to any questions received, and any revisions required by the design team

## **6. REQUEST FOR SUBSTITUTIONS**

- A. Bid the project in accordance with the drawings and specifications. Any products not listed in the specifications or approved by addendum will be rejected if they are submitted during the shop drawing phase.
- B. A voluntary substitution form has been made a part of the bidder's proposal. Contractors wishing to submit products without prior approval may use this form. Only voluntary substitutions listed by the low bidder on his proposal will be considered.

## **7. SITE INSPECTION**

- A. The building will be available for inspection following this meeting.
- B. The building will be occupied for the duration of this project.

## **8. BIDDING**

- A. Bidders are cautioned that they are responsible for preparing bids that are based on both the Specifications and the Drawings.

## **9. PERMITS**

- A. Drawings and specifications have been submitted to the Clark County for permit.

## **10. ENVIRONMENTALS**

- A. To the Owner's best knowledge there are no hazardous materials within the project area. During the course of the project, if any materials are discovered please contact Ruetschle Architects as soon as possible.