

**POINTERS RUN ELEMENTARY SCHOOL  
SYSTEMIC RENOVATION**

**ADDENDUM NO. 3**

DATE: April 12, 2019

ARCHITECT: Smolen, Emr, Ilkovitch Architects, Inc.  
1355 Piccard Drive, Suite 200  
Rockville, Maryland 20850  
Phone: (301) 770-0177  
Fax: (301) 330-3224

OWNER: Howard County Public School System

PROJECT: Pointers Run Elementary School Systemic Renovation  
Clarksville, Maryland  
Architect Project No. 17015

TO: All Prospective Bidders

The following changes are made a part of the Drawings and Specifications for the subject project, dated October 10, 2018. Receipt of this Addendum is to be acknowledged, in the space provided in the Bid Form. Failure to do so may subject the Bid to be considered as non-responsive.

**A. REQUESTS FOR INFORMATION**

- None

**B. CHANGES TO SPECIFICATIONS**

- None

**C. CHANGES TO DRAWINGS**

- None

**D. ATTACHMENTS**

- Prebid Meeting Minutes
- Prebid Meeting Sign-in

**E. SITE VISIT INFORMATION**

- Pointers Run Elementary School will be open for site visits on 4/16/19 between 9 AM and 3 PM. J. Vinton Schafer & Sons will be on site during these times. All visitors must check in at the front desk and contact Andy Bayer at 443-617-7207 (J. Vinton Schafer & Sons field personnel) upon arrival.

**END OF ADDENDUM NO. 3**

# Pointers Run Elementary School 16A Pre-Bid Meeting Minutes

**Meeting Type:** Pre-Bid Meeting  
**Meeting Number:** Meeting 002  
**Date:** Wednesday, April 10, 2019  
**Location:** Mount View Middle School  
**Author:** Tom Kraft  
**Next Meeting:** N/A

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## **Attendees**

See attendance sheet in Addenda

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## **New Business**

### **001 - General Bid items**

- J. Vinton Schafer (JVS) is under contract with the Howard County Public School System (HCPSS) for Construction Management services for the Pointers Run Elementary School HVAC project. All Prime Contracts will be held by HCPSS.
  - Bid documents and addenda can be downloaded from JVS's website. Contact Tom Kraft for access. All Questions shall be in writing to Tom Kraft at JVS. [tomk@jvschafer.com](mailto:tomk@jvschafer.com) or 410-335-3000.
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### **002 - Project Overview**

- The project will be phased and occupied with all work to occur during the summers. Administrative staff and janitorial staff will be at the school during the summers.
  - The overall project scope is inclusive of a full mechanical system renovation with electrical work inclusive of lighting and support for the HVAC systems and architectural work for support of the HVAC systems.
  - The project has prevailing wage/certified payroll requirements
  - The project has three Prime Contractor packages (1A, 15A, 16A). The 1A and 15A packages have already been bid. Bidders must bid on the package as a whole. No qualifications or exclusions will be accepted.
  - The intent is to work double shifts Monday-Friday and a single shift on Saturday. Contractors shall plan to provide manpower for the project accordingly to complete the work within the schedule constraints. In the event additional hours/shifts are needed this will be coordinated with the Owner and Construction Manager at no cost to the Owner.
  - Substantial Completion shall be per phase. Warranties for all work will not begin until Substantial Completion of the phase.
  - HCPSS advised that all HCPSS and State rules and regulations would apply to this project for working on an occupied school site.
  - Bidders should review the schedule included in the bid documents and plan resources accordingly to accommodate the schedule.
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- A site visit will be scheduled and posted in forthcoming addenda.
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### **003 Procurement Items**

- HCPSS reminded all bidders that they are bidding on the complete set of project documents. Bidders are reminded to download the complete set of project documents from JVS' website including addenda # 1 and 2 from the original bid.
- HCPSS reminded that anything discussed in the meeting would not be binding unless it is in writing in addenda.
- HCPSS reviewed all purchasing/bidding requirements.
- HCPSS reviewed all MBE goals. All bidders are encouraged to thoroughly review the MBE documentation requirements.
- HCPSS advised that MBE percentages are GOALS and bids will not be rejected for not meeting the goals, however, proper documentation must be provided to substantiate efforts made to achieve the goals during the bid process. Proper MBE paperwork must be filled out.
- HCPSS advised that all bid proposals must be on HCPSS' proposal form delivered in a sealed envelope to the purchasing department at their modular building located behind the central office. NO ELECTRONIC BIDS WILL BE ACCEPTED.
- Bids will be publicly opened.
- HCPSS' Standard Form of Agreement, P&P bonds, Bid Bond, General Conditions and MBE requirements/forms are included in the bid documents.
- HCPSS reviewed the criminal background check document.

The above minutes represent the author's interpretation of the Pointers Run Elementary School Pre-Bid Meeting. All meeting minute items are considered correct and accurate unless the author is notified in writing within three (3) days.

**Signature:** Tom Kraft

**Date:** 4/12/2019

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# Howard County Public Schools

Bid No. 023.19.B4-2-16A

Re-Bid of Pointers Run Elementary School HVAC 16A (Electrical Package)

## PRE-BID MEETING ATTENDANCE SHEET

Date/Time: 04/10/19 3:00 PM

Please print clearly and complete all of the requested information. If your Business Card has all of this information you may simply staple it over an empty box. Please do not cover up other vendors cards.

Company Name:	
Contact Name:	
Mailing Address:	
City, State Zip Code:	
Telephone Number:	
Fax Number:	
Email Address	

Company Name:	Action Electric
Contact Name:	TED GENSICKI
Mailing Address:	
City, State Zip Code:	
Telephone Number:	410 879 5887
Fax Number:	
Email Address	TED GENSICKI @ GMAIL.COM


Company Name:	AV SCHAFFER & SON
Contact Name:	AVON WILSON
Mailing Address:	A.WILSON@QUANDEL.COM
City, State Zip Code:	ABINGDON, MD 21009
Telephone Number:	410-534-9135
Fax Number:	
Email Address	AWILSON@QUANDEL.COM

Company Name:	
Contact Name:	
Mailing Address:	
City, State Zip Code:	
Telephone Number:	
Fax Number:	
Email Address	

Company Name:	
Contact Name:	
Mailing Address:	
City, State Zip Code:	
Telephone Number:	
Fax Number:	
Email Address	

Company Name:	Freund Air Concepts
Contact Name:	Jason Harshbarger
Mailing Address:	5195 Raynor Ave Linthicum
City, State Zip Code:	MD 21090
Telephone Number:	410-789-7800
Fax Number:	
Email Address	Jason.H@4FAC.com

**Chris Wolfrey**  
Cell 240-375-7528



**HVAC  
Plumbing  
Electrical**

5195 Raynor Avenue • Linthicum, MD 21090  
410-789-7800 • Fax 410-789-7804  
Chris.W@4fac.com      www.4FAC.com

Company Name:	
Contact Name:	
Mailing Address:	
City, State Zip Code:	
Telephone Number:	
Fax Number:	
Email Address	



**DAVE FISCHER AIA, LEED AP BD+C**  
Project Manager

9211 Corporate Blvd, Suite 340, Rockville, MD 20850  
301-770-0177 tel 301-330-3224 fax  
dfischer@seiarch.com  
www.seiarch.com

Company Name:	
Contact Name:	
Mailing Address:	
City, State Zip Code:	
Telephone Number:	
Fax Number:	
Email Address	

Company Name:	
Contact Name:	
Mailing Address:	
City, State Zip Code:	
Telephone Number:	
Fax Number:	
Email Address	