

**Brunswick Vegetable Packing Facility**  
**Addendum No. 1**  
**October 9, 2024**

Note: Please acknowledge receipt of this addendum in your bid proposal in the space provided on Bid Form

**General Items**

**Item No. 1: The meeting minutes for the Prebid meeting conference call are included in this addendum. All future notices and information will be made on EVA. No information will be sent directly to any of the bidders.**

**END OF ADDENDUM NO. 1**

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**Minutes to Pre-Bid Conference**  
**Brunswick Vegetable Packaging Facility**  
**October 3<sup>rd</sup>, 2024 at 2:00 p.m. via Microsoft Teams**

1. Sign in Sheet:

Name	Company	Phone/Cell	Email
Matt Gass	Ringgenberg Construction LLC		<a href="mailto:matt@ringgc.com">matt@ringgc.com</a>
Chris Huber	CDSI		<a href="mailto:chriss@cdsi-va.com">chriss@cdsi-va.com</a>
Cherie Nielsen	BCIDA		<a href="mailto:cnielsen@BCIDA.ORG">cnielsen@BCIDA.ORG</a>
La'Veesha Rollins	Dewberry		<a href="mailto:lrollins@dewberry.com">lrollins@dewberry.com</a>
Anne Taylor Wright	SPDC		<a href="mailto:ctwconsultingva@gmail.com">ctwconsultingva@gmail.com</a>
Quintin Kelly	BCIDA		<a href="mailto:qkelly@bcida.org">qkelly@bcida.org</a>
Ervin Moore	BCIDA		<a href="mailto:Emoore@bcida.org">Emoore@bcida.org</a>

2. **Introductions:**

Larry Hasson: Dewberry, PM, Associate Principal

**Review of Project:** Construction of a new 51,000 SF pre-engineered metal building facility for vegetable packaging to be located in the Brunswick County industrial park in Brunswick County Virginia. Project consist of full site development, and construction of new building including roughly 3,800 sf of shell office space for future use. Project will have 10 loading dock doors along with grade access doors as well. The owner will engage in a refrigeration contractor to provide two 95' x 65' walk in coolers.

3. Plans, specifications, and contract documents may be reviewed at the following locations:

Dewberry Engineers Inc.  
551 Piney Forest Road  
Danville, VA 24540

Brunswick County IDA Offices  
116 W. Hicks Street  
Lawrenceville, VA 23235

4. **Obtaining Documents:** Invitation for Bids including drawings and specifications of the Contract Documents may be obtained electronically from the office of Dewberry Engineers Inc, 551 Piney Forest Road, Danville, VA 24540. Bidders should contact La'Veesha Allen Rollins by phone at telephone 434-549-8527 or email [lrollins@dewberry.com](mailto:lrollins@dewberry.com) and cc: Larry Hasson at [lhasson@dewberry.com](mailto:lhasson@dewberry.com), telephone 434-549-8509 to obtain electronic copies of the documents.

**NOTE: Contractors shall be responsible for ensuring that Subcontractors that they receive quotes from are aware of and understand all addenda.** Contractors that are distributing incomplete sets of drawings to subs, vendors, etc. shall be responsible for submitting addenda's as well.

5. All contractor questions will need to be addressed to the Architect by October 16<sup>th</sup> by 5:00 p.m. **(no later)** so that the final addendum can be issued by October 18, 2024. Once the addendum is issued the Architect will answer only questions that are clarifications to the construction documents.
6. All questions during the bid phase shall be directed to the La’Veesha A. Rollins, Dewberry Danville, Virginia by phone at telephone 434-549-8527 or email [lrollins@dewberry.com](mailto:lrollins@dewberry.com) and cc: Architect, Larry Hasson, Dewberry, Danville, Virginia by phone at (434) 549-8509 or email [lhasson@dewberry.com](mailto:lhasson@dewberry.com).
  - Dewberry will not give answers over the phone but instead will address them in the addendums only.
  - Addenda will be posted to the same OneDrive folder in which the bid documents were shared. The ten prequalified general contractors will be notified via email when a new addendum is added to the folder.
  - **Bidders, contractors, subcontractors, and suppliers are advised that their correspondence shall be routed through the Architect/Engineer only rather than thru the Owner. This includes questions regarding required paperwork for funding agencies and other owner related items.** Failure to not comply with this request is grounds for dismissal of your bid.
  - The Architect will contact the necessary engineers or direct the contractors, subcontractors etc. to the proper engineer as he sees fit. The contractors, subcontractors, and suppliers shall have no contact with the owner during this process.

**Note:** It is the Contractor’s or Subcontractors responsibility to have all documents necessary to bid. Dewberry will not fax or send individual details or sheets to any bidder, subcontractor, vendor, etc.

7. **Instructions to Bidders:** please carefully read and follow the guidelines set forth in the instruction to bidders.
8. **Bid Proposals:** Sealed Bids will be received by the owner for the above referenced projects. Bids will be accepted until 2:00p.m. October 23rd at the Brunswick County IDA offices, 116 W. Hicks Street, Lawrenceville, VA 23868.
9. **Submission of Bids:** Bids shall be submitted on the enclosed Bid Proposal form completed in full in ink or typewritten (one copy only). Proposals shall be enclosed in a sealed envelope, addressed to the Owner, and be clearly marked “Proposal for New Vegetable Packaging Facility.” The name, address, and license number of the Bidder shall also be clearly marked on the envelope.
10. **Bid Proposal Form:** Contractor shall carefully and neatly fill out each blank line of the Bid Proposal form. Failure to complete the entire bid proposal form can result in the disqualification of the contractors bid. The cubic yard listed is the maximum allowable price per cubic yard for the two-unit price numbers. If you are proposing an amount lower than what is indicated adjust as needed. Both unit prices will be included as part of your Total Base Bid.
11. **Bid Security:** Bids must be accompanied by a certified check or a bidder’s bond in the amount of 5% of the bid payable to Brunswick County IDA, valid for thirty (30) days from date of bid opening. The successful Bidder shall be required to furnish Payment and Performance Bonds,

each equal to one hundred percent (100%) of the value of the contract upon awarding of the contract.

12. **Withdrawal of Bids:** Withdrawal of Bid Due to Error: Bids may not be withdrawn for a period of thirty (60) calendar days after the opening of bids unless the bid is substantially lower than the other bids because of a clerical error as defined in Virginia Code § 2.2-4330. Pursuant to Virginia Code § 2.2-4330 (A)(i), the Bidder shall give notice in writing and shall submit the original work papers with such notice to the Owner of its claim of right to withdraw the bid within two (2) business days after the opening of bids. Contractor does have the ability to withdraw their bid in the first 24 hours, no questions asked, prior to the opening of all bids.
13. **Negotiation with Lowest Bidder:** If award of a Contract to the lowest responsive and responsible bidder is precluded because of limitations on available funds, then under the provisions of Virginia Code §2.2-4318, the Owner reserves the right to negotiate with such Bidder to obtain a contract price within the available funds. This may involve changes in either the features or the scope of the work. Negotiations with such bidder may include reducing the quantity, quality, or other cost saving mechanisms. The Owner shall notify the Bidder that such a situation exists and the Owner and Bidder shall then conduct their negotiations in person, by mail, by telephone or by any means they find convenient. If an acceptable contract can be negotiated, any changes to the Work agreed upon in the negotiations shall be summarized in a "Post Bid Modification" and included in the Contract. If an acceptable contract cannot be negotiated, the Owner shall terminate negotiations and reject all Bids
14. **Time of Completion:** Bidder agrees to obtain Substantial Completion for this project within 420 (four hundred and twenty) consecutive calendar days after the date specified in the "Notice to Proceed." In addition, Bidder further agrees to obtain Final Completion for this project within 30 consecutive calendar days of the date of Substantial Completion. By bidding on the Project, each Bidder certifies that it can complete the Project in the allotted time
15. **Project Schedule and Warranties:** The Bidder agrees to commence the Work under this Contract on or before the date specified in the "Notice to Proceed", to obtain Substantial Completion for the Project as outlined below. Warranties for all products, materials etc. will start at the point the project has been substantially complete.
16. **Substitution Procedures:** Contractors, subcontractors, and suppliers shall refer to and follow the guidelines set forth in the Specification Section 012500 and 016000. Architect will not respond unless the guidelines and timeframes are met. All substitution requests will need to be addressed to the Architect by close of business on Thursday, October 12th (**no later**) so that the final addendum can be issued by October 18, 2024.
17. **Davis Bacon Wage Rates:** Davis Bacon Wage Rates apply to this project due to EDA funding. Review specifications for requirements.
18. **Tap Fees and Building Permit Fees:** Fees will be the responsibility of the Contractor. Contractor responsible for contacting county to obtain fees.
19. Small Generator is part of the project.