



**Primary Engineering, Inc.**  
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Addendum: **1**  
Date: **10/14/2024**  
Project: PFW Gates RTU Replacement

Comm #: **24637**

The following items shall be incorporated into the specifications and drawings and are integral to the bid documents for the project. Acknowledgement of receipt of this addendum is required on the bid form.

**Item #1: General Clarifications.**

- A. See attached meeting notes and sign-in sheet from the pre-bidding meeting.
  
- B. Question: Is the intent to remove the associated catwalk along with the Air Handler Unit?  
Answer: The intent is to remove associated catwalks, ladder, ductwork, and piping complete along with the existing air handler.
  
- C. No contingency is required in the bid. The owner has a separate fund outside of this contract to handle any contingency items.

**Item #2: Specification Section 230923, "Instrumentation and Control for HVAC".**

- A. In subsection 2.2 Control System, paragraph A.1, the installing contractor shall be changed from Havel, to OCS.



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## *Pre-Bid Meeting Agenda*

**Date:** October 10, 2024

**Project Name:** Gates Center Second Floor AHU and Hydronic Heating Replacement-2024

**Project #:** 24637

**Agenda Items:**

- Introductions of Owner Representative, Project Design Team, and Prime Contractors.
  - o Carissa Bloom, Project Manager, [clbloom@pfw.edu](mailto:clbloom@pfw.edu), 260-481-6806
  - o Kevin Howard, Construction Observer, [howardkt@pfw.edu](mailto:howardkt@pfw.edu), 260-481-6797
  - o William Terry, Primary Engineering, [wterry@primary-eng.com](mailto:wterry@primary-eng.com), 260-657-0684
  
- Project Information
  - o Bids are due: October 24, 2024 by 11:00am. Room 103 Ginsberg Hall
  - o Bids will then be read aloud in Room 114 Ginsberg Hall
  - o Submit bid forms in duplicate
  - o Review Instructions to Bidders to ensure correct documentation, B-1 through B-8
  - o Substantial completion of the project is: June 1<sup>st</sup>, 2025
  - o Work can start on March 1<sup>st</sup>, 2025
  
- Project scope of work
  - o Remove existing air handler located inside of Gates field house and replace with new unit on top of existing roof structure above office area.
  - o Remove existing low pressure steam supply lines, and extend existing hydronic service to new air handler and VAVs.
  - o Remove and replace existing VAVs with new within office area.
  - o Controls shall be Alteron installed by OCS.
  
- Owner specific requirements
  - o Coordinate crane lifts with owner due to building having staff in the building year-round.
  
- Procedures for site visits, contact Carissa Bloom.
  
- Deadline for addendum items and additional manufacturers, Monday October 21, 2024 by noon.

