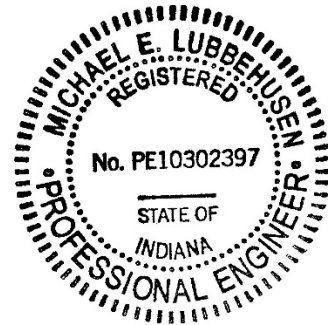
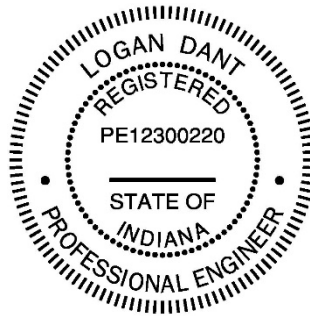




Primary Engineering, Inc.
 2828 Lake Ave.
 Fort Wayne, Indiana
 260-424-0444 ph
 www.primary-eng.com



Addendum: 1
 Date: 08/26/2025
 Project: Allen County Extension
 Service HVAC Replacement - 2025
 Comm #: 25748

The following items shall be incorporated into the specifications and drawings and are considered to be 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 for the pre-bid meeting agenda and sign-in sheet.
- B. **Question:** *"Who is the owner's preferred chemical treatment contractor?"*
Answer: Water Services, office@water-services.com , 260-485-4655.
- C. **Question:** *"Is the roof under any roof warranty?"*
Answer: No, existing roof is not under any roof warranty.
- D. **Question:** *"Will shutdown of the gas service need to be after hours?"*
Answer: Yes, coordinate any utility shutdown with the owner at least 3 days in advance.
- E. **Question:** *"Is there an existing temperature control contractor already in the building?"*
Answer: No, the existing building has pneumatic controls and no DDC controls.
- F. See below for a QR code to the Matterport scan of the existing mechanical room.



Item #2: Specification Section J-1, "Minority Business Enterprise Program Form".

- A. Revised project title. Refer to attached for more information.

Item #3: Specification Section K-1, "Combination Bid Bond & Bond for Construction".

- A. Revised project title. Refer to attached for more information.



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Pre-Bid Meeting Agenda

Date: August 26, 2025

Project Name: Allen County Extension Service HVAC Replacement - 2025

Project #: 25748

Agenda Items:

- Introductions of Owner Representative, Project Design Team, and Prime Contractors.
 - o John Sheets, Project Manager, jsheets@pfw.edu, 260-481-4195
 - o Kevin Howard, Construction Observer, howardkt@pfw.edu, 260-481-6797
 - o Logan Dant, Primary Engineering, ldant@primary-eng.com, 260-657-0153
- Project Information
 - o Bids are due: September 18, 2025 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: May 30, 2026
 - o Anticipated start date of November 10, 2025 with construction mostly starting in Spring of 2026.
- Project scope of work
 - o Replace (2) indoor air handlers with (1) new rooftop unit. New shutoff VAV boxes for existing ductwork zones.
 - o Removing and replacing all pneumatic controls with new DDC controls.
 - o Alternate bid for hot water buffer tank.
 - o Controls shall be open to either TAC/Schneider Electric installed by Havel or Allerton installed by OCS.
- Owner specific requirements
 - o Coordinate crane lifts with owner due to building having staff in the building year-round.
 - o Review instructions to bidders especially the drug policy.
- Procedures for site visits, contact John Sheets.
- Deadline for addendum items and additional manufacturers, Friday September 12, 2025 by noon.



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Pre-bid Meeting Sign-In Sheet

Project: Allen County Extension Service HVAC Replacement - 2025

Date: August 26, 2025

Name	Firm	Email Address
Chandler Schoeff	PDP	Chandler.schoeff@waldings.com
Jacob Buckland	Conti	JwBuckland@conticorporation.com
Kevin Howard	PFW	Howardkt@pfw.edu
Bobby Elliott	G+L	bobby@g-lcorp.com
Art Jones	G+L	art@g-lcorp.com
John Sheets	PFW	sheetsj@pfw.edu
Logan Dant	Primary Engineering	ldant@primary-eng.com

MINORITY BUSINESS ENTERPRISE PROGRAM FORM

MBE/WBE/VBE SUBCONTRACTOR PLAN

PROJECT TITLE Allen County Extension Service HVAC Replacement - 2025

BIDDER _____ BID DATE _____

The following minority/women owned firms will be subcontracting on the project according to the following schedule:

Indicate MBE/WBE/VBE	MBE/WBE/VBE Firm	Trade	Amount	Contact Name	Phone

THIS DOCUMENT MUST BE INCLUDED IN YOUR SEALED BID PACKAGE

MINORITY BUSINESS ENTERPRISE PROGRAM FORM

DOCUMENTATION OF EFFORT TO MEET MBE/WBE/VBE PARTICIPATION GOAL

MBE/WBE Program Documentation is hereby submitted for the project listed below:

PROJECT TITLE Allen County Extension Service HVAC Replacement - 2025

BIDDER _____ BID DATE _____

Describe the efforts made to achieve the minority/women's business enterprises participation goal for this project. Attach a copy of all solicitation efforts, e.g., ads that were published or networking events, etc.

- ☐ Unable to locate MBE/WBE/VBE engaged in _____
(Trade)
- ☐ Unable to secure competitive price in _____
(Trade)
- ☐ Other (See attached description)

LIST BELOW THE MBE/WBE/VBE FIRMS CONTACTED INDIVIDUALLY FOR THIS PROJECT

Indicate MBE/WBE/VBE	MBE/WBE/VBE Firms Contacted (list company and commodity)	Type of Attempt	Date(s) Attempted	Quote Rec'd – Not Low	No Response

THIS DOCUMENT MUST BE INCLUDED IN YOUR SEALED BID PACKAGE

MINORITY BUSINESS ENTERPRISE PROGRAM FORM

Allen County Extension Service HVAC Replacement - 2025

(project title)

MBE/WBE/VBE LETTER OF INTENT TO PERFORM

(To be completed by the MBE/WBE/VBE and submitted to pfpmc@purdue.edu by successful bidder prior to contract award.)

The MBE/WBE/VBE status of the undersigned must be confirmed prior to contract award. The undersigned intends to perform work in connection with the above

project as a: ☐ contractor ☐ subcontractor ☐ supplier ☐ joint venture

The undersigned has agreed to provide the following work, trades, services or supplies:

at the following price: \$ _____

The following commencement and completion dates for subcontracted work is:

Commencement Date: _____ Completion Date: _____

The undersigned will enter into formal contract or purchase order agreement with _____
_____ for the above work, trades, services or supplies contingent upon
prior execution of a contract between said company and
_____.

Name of Minority/Women/Veteran Contractor (please print)

Address

Phone No.

Company Office Name & Title (please print)

Signature

CONTRACTOR'S COMBINATION BID BOND AND BOND FOR CONSTRUCTION

Having submitted a bid or proposal ("Bid") dated _____ to enter into a binding contract ("Contract") with The Trustees of Purdue University ("Purdue") for the construction or demolition of the project known as Allen County Extension Service HVAC Replacement - 2025 ("Project"), in Fort Wayne, Indiana the bidder/proposer _____ ("Principal") and _____ ("Surety")

represent, warrant and guarantee to Purdue that:

1. The Principal and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, trustees, successors and assigns to the Owner for the performance of the Contract, which is completely incorporated by reference herein, in the penal sum of _____ Dollars (\$ _____).
2. If Purdue awards the Contract to the Principal and the Principal: a) enters into the Contract; b) performs the work required by the Contract; and c) promptly makes payment of all sums due and owing to persons making claim pursuant to the applicable provisions of I.C. 5-16-5, I.C. 5-16-5.5 or the equivalent provisions of I.C. 5-30, or I.C. 5-32, as the case may be, and defends, indemnifies and holds harmless Purdue from such claims or suits seeking payment for labor, material or equipment furnished for use in the performance of the Contract, then the Principal and Surety shall have no further obligation under this Bond.
3. If Purdue awards the Contract to the Principal pursuant to I.C. 5-16 and the Principal refuses, without substantial equitable justification, to enter into the Contract then the Principal and Surety shall be jointly and severally liable to Purdue in an amount equal to the difference between the Principal's Bid and that of the successful bidder/proposer.
4. If the Principal enters into the Contract and the Principal fails to perform in accordance with the requirements of the Contract, including without limitation the plans and specifications and any other documents identified in the Contract which establish the work to be performed by the Principal, Purdue shall give such notice to the Principal and Surety as may be required by the Contract or applicable statute and may thereafter declare the Principal to be in default and terminate the Contract. The Principal and Surety shall then be jointly and severally liable to Purdue for all costs reasonably and necessarily incurred by Purdue in completing the Project. If the Surety does not proceed to promptly make arrangements satisfactory to Purdue for completion of the Project then the Surety shall be in default of its obligations under this Bond and seven days after receipt of an additional notice from Purdue to this effect Purdue shall be entitled to enforce any remedy available to it under law.

CONTRACTOR'S COMBINATION BID BOND AND BOND FOR CONSTRUCTION

5. The Principal and Surety acknowledge Principal's obligations under the Contract and applicable statutes to make payment to subcontractors, laborers, material-men and those furnishing or supplying labor or material for and on account of the work called for by the Contract. This Bond shall inure directly to the benefit of all persons or entities entitled to make claim pursuant to I.C. 5-16-5, I.C. 5-16-5.5, or the equivalent provisions of I.C. 5-30 or I.C. 5-32 as the case may be.
6. If the Principal enters into the Contract and claims are made, or suits filed, by persons or entities against Purdue or Purdue's property seeking payment for labor, material or equipment furnished for use in the performance of the Contract then the Principal and Surety shall, defend, indemnify and hold harmless Purdue from and against any such claims or suits.
7. Purdue shall give Principal and Surety all notices required by the Contract or applicable statute; however, the failure of Purdue to give such notice shall not affect or invalidate the rights of the person, firm, limited liability company, or corporation to whom money may be due on account of having performed labor or service or having furnished material and shall not operate as a defense for the Surety on this Bond.
8. The Surety hereby waives notice of any change, including changes of time, to the Contract, any documents constituting a part of said Contract, or related subcontracts, purchase orders and other obligations of the Principal. No irregularity or defect in the Contract or in the letting, awarding, or execution of it or in any of the proceedings preliminary thereto shall in any way operate to release or discharge the Surety, whether or not the Surety has notice of it.

IN WITNESS THEREOF, we have hereunto set our hands and seals this _____ day of _____, 20____.

SURETY

PRINCIPAL

	Company Name	
	Signature	
	Printed Name, Title	

Bonding Agency: _____

Agent: _____

Email Address: _____

Address: _____

Phone: _____