September 29, 2017

ADDENDUM #2

NOTICE TO ALL BIDDERS FOR
CITY OF WINCHESTER

ITB #201704 – Parks Maintenance Building

This Addendum forms a part of the Contract Documents and modifies the original bidding documents for ITB #201704 dated September 2017. **Bidders shall acknowledge receipt of the Addendum in the space provided on the Bid Form and return a signed copy with your bid.**

This Addendum consists of 15 total pages. The following information shall modify and clarify the Contract Documents:

1. Due to the number of questions received, the bid opening date has been postponed to **Friday, October 13th, 2017 at 2:00pm**. The Invitation to Bid (page 1) has been modified to change the date when bids should be delivered to the following:
   
   Bid prices shall be made on the blank Bid Form provided herein. Bids shall be delivered to the above address on or before **2:00 p.m. (local time) on Friday, October 13th 2017**, at which time the bids shall be publicly read aloud.

2. The Asbestos report (12 pages) for the existing building has been added to the bid documents.

This Addendum must be signed and returned to the Finance Department – Purchasing Division, 4th Floor – Exhibit Hall, Rouss City Hall, 15 North Cameron Street, Winchester, VA 22601 by **2:00pm local time on October 13, 2017** with your BID.

Receipt of Addendum #2 to Invitation to Bid #201704 is acknowledged by my signature below:

Company Name:  

Authorized Representative:  

Address:  

Telephone:  

FAX:  
INVITATION TO BID

Parks Maintenance Building

ITB # 201704

The City of Winchester is submitting this Invitation to Bid to establish a contract with qualified Contractors furnishing all labor, equipment, transportation and materials necessary for the following project:

Parks Maintenance Building

Work includes the construction of a 7,000 square foot parks maintenance facility, reconfiguration of an existing building and associate site work, to include grading, utilities, paving and other improvements.

A mandatory pre-bid meeting will be held on Friday, September 15 2017 at 2:00pm in the 4th floor Exhibit Hall of Rouss City Hall, 15 N. Cameron Street, Winchester, VA 22601. Due to the importance of all respondents having a clear understanding of the specifications/scope of work and requirements of this solicitation, attendance at this conference will be a prerequisite for submitting a proposal. Proposals will only be accepted from those respondents who are represented at this pre-bid meeting. Attendance at the meeting will be evidenced by the representative’s signature on the attendance roster. No one will be admitted after 2:05 P.M. (local time).

Contract Specifications may be obtained from the below address and all bids shall be received at:

City of Winchester, Virginia
Finance Department - Purchasing Division
Rouss City Hall, 4th Floor – Exhibit Hall
Attn: Michael Marzullo
15 North Cameron Street
Winchester, Virginia 22601
Telephone (540) 667-2378

The contract documents and drawings may be downloaded at no cost from the City's website at: http://www.winchesterva.gov/purchasing/itbrfp.php

Any questions regarding the contract documents or drawings shall be sent in writing via e-mail to:

Kelly Henshaw: kelly.henshaw@winchesterva.gov

Bid prices shall be made on the blank Bid Form provided herein. Bids shall be delivered to the above address on or before 2:00 p.m. (local time) on Friday, October 13th, 2017, at which time the bids shall be publicly read aloud.

Bids will be received only from contractors who are registered in the Commonwealth of Virginia. Bidders shall indicate on the outside of the envelope containing the Bid their current Virginia Contractor’s Registration Number. Bids without this information on the outside of the envelope may be non-responsive.

Invitation to Bid
Each Bid shall be accompanied by complete response to the Contractor Qualification Data Sheet. The successful bidder shall meet the minimum qualifications specified in the Contractor Qualification Data Sheet. A bid from a bidder that does not meet the minimum qualifications specified in the Contractor Qualification Data Sheet, as determined by the City, shall be non-responsive.

Each Bid shall also be accompanied by a satisfactory Bid Guarantee in the amount of 5% of the bid, in the form of a certified or cashier’s check drawn on a bank chartered under the laws of the Commonwealth of Virginia; payable to the Treasurer of the City of Winchester, or a Bid Bond, as a guarantee that the bidder will within fifteen (15) days after the date of the award of the Contract, execute an agreement and file insurance as required by the Contract Documents if his proposal is accepted. If the successful bidder fails to execute and file the agreement and insurance, the amount of the Bid Guarantee shall be forfeited. Bids without a satisfactory Bid Guarantee shall be rejected.

Performance and Payment Bonds will be required of the successful bidder, each in an amount equal to one hundred (100) percent of the amount of the Contract, conditioned upon the faithful performance of the Contract and to the payment in full to all persons furnishing labor, materials, equipment, etc., for and in connection with the work to be performed under the contract.

Bidder desiring to withdraw his bid after the bid opening procedure, shall give notice in writing of his claim of right to withdraw his bid within two (2) business days after the conclusion of the bid opening procedure. Bidder shall submit to the City his original work papers; documents and materials used in preparation of the bid sought to be withdrawn. Bidder withdrawing his bid that does not meet these requirements shall forfeit their bid bond.

The City of Winchester reserves the right to reject any proposal for failure to comply with all requirements of this notice or any of the Contract Documents; however, it may waive any minor defects or informalities at its discretion. The City further reserves the right to reject any and all proposals, cancel the ITB at any time prior to award or to award a contract that in its judgment is in the best interest of the City.

CITY OF WINCHESTER, VIRGINIA

BY: Mike Marzullo, Purchasing Agent
ASBESTOS INSPECTION REPORT

WINCHESTER PARKS AND RECREATION MAINTENANCE BUILDING
WINCHESTER, VA 22601

TRIAD PROJECT NO. 07-17-0187

Prepared For:
Ms. Kelly Henshaw, PE, CFM
City of Winchester
15 North Cameron Street
Winchester, VA 22601

Prepared By:
TRIAD ENGINEERING, INC.
200 Aviation Drive
Winchester, VA 22602

Inspector
Robert M. Sykes, CPG
Virginia Asbestos Inspector License No. 3303 001936

Nicholas J. Wolfe, PG
Environmental Services Manager

August 4, 2017
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ATTACHMENTS

1. Inspector and Laboratory License
2. Chain of Custody Documentation
   Analytical Result Documentation

LIST OF ACRONYMS

ACM  Asbestos-Containing Material
DPOR Virginia Department of Professional Occupational Regulation
NESHAP National Emission Standard for Hazardous Air Pollutants
NVLAP National Voluntary Laboratory Accreditation Program
PLM Polarized Light Microscopy
SACM Suspect Asbestos-Containing Material
TRIAD Triad Engineering, Inc.
USEPA United States Environmental Protection Agency
VDLI Virginia Department of Labor and Industry

Winchester Parks and Recreation Maintenance Building
Winchester, VA

August 4, 2017
ASBESTOS INSPECTION REPORT

WINCHESTER PARKS AND RECREATION MAINTENANCE BUILDING
WINCHESTER, VA 22601

TRIAD PROJECT NO. 07-17-0187

EVALUATION

On July 27, 2017, an asbestos inspection was conducted by Triad Engineering, Inc. (Triad) on all areas to be demolished and/or disturbed by renovation at the Winchester Parks and Recreation Maintenance Building.

DESCRIPTION OF INSPECTION

The inspection was performed by Robert M. Sykes, an Asbestos Inspector licensed by the Virginia Department of Professional Occupational Regulation (DPOR). A sampling walkthrough was performed upon arrival to provide a visual inspection and an overview of suspect asbestos-containing material (SACM) and noted.

The friability characteristics of the material was also evaluated by the inspector during the sampling and procuring process. The friability of the material is described in one of two ways. A designation of “friable” describes material meeting the following characteristics as described in the U.S. Environmental Protection Agency’s (USEPA) National Emission Standard for Hazardous Air Pollutant (NESHAP) for Asbestos 40 Code of Federal Regulation Section 61 Subpart M, 61.141: “that, when dry, can be crumbled, pulverized, or reduced to powder by hand pressure”. A designation of “non-friable” describes a material meeting the following characteristics as described in the USEPA NESHAP: “that, when dry, cannot be crumbled, pulverized, or reduced to powder by hand pressure.”

FINDINGS

A total of twenty four SACM samples were collected and submitted for analysis to EMSL Analytical, Inc., (EMSL) an independent National Voluntary Laboratory Accreditation Participant (NVLAP) accredited laboratory and licensed by DPOR (Attachment 1). The samples were analyzed using PLM and dispersion staining analysis methods U.S. EPA 600/R-93/116.

Winchester Parks and Recreation Maintenance Building
Winchester, VA

August 4, 2017
The result of the analysis is listed in the following table. According to NESHAP regulations, material containing greater than one percent asbestos is defined as asbestos-containing material (ACM). Attachment 2 includes the PLM Analytical Results Documentation.

The following table includes the sample location, sample number, a friable/non-friable designation, and an approximate amount of asbestos material (if applicable).

<table>
<thead>
<tr>
<th>SACM Description - Sample Location</th>
<th>Sample #</th>
<th>Friability</th>
<th>Asbestos Content</th>
<th>Approx. Amount of ACM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ceiling surfacing material, office and lounge</td>
<td>1 - 3</td>
<td>F</td>
<td>ND</td>
<td>NA</td>
</tr>
<tr>
<td>Drywall, office and lounge</td>
<td>4 - 6</td>
<td>F</td>
<td>ND</td>
<td>NA</td>
</tr>
<tr>
<td>Joint compound, Office and lounge</td>
<td>7 - 9</td>
<td>F</td>
<td>ND</td>
<td>NA</td>
</tr>
<tr>
<td>Roof shingle, top layer, shop</td>
<td>10 - 12</td>
<td>NF</td>
<td>ND</td>
<td>NA</td>
</tr>
<tr>
<td>Roof shingle, bottom layer, shop</td>
<td>13 - 15</td>
<td>NF</td>
<td>ND</td>
<td>NA</td>
</tr>
<tr>
<td>Black tar sealant around chimney, shop</td>
<td>16 - 18</td>
<td>NF</td>
<td>7%</td>
<td>Approx. 6 L.F.</td>
</tr>
<tr>
<td>Black tar sealant around roof power vent, shop</td>
<td>19 - 21</td>
<td>NF</td>
<td>8%</td>
<td>Approx. 4 L.F.</td>
</tr>
<tr>
<td>Corrugated asphalt roofing, exterior awning</td>
<td>22 - 24</td>
<td>NF</td>
<td>ND</td>
<td>NA</td>
</tr>
</tbody>
</table>

F = Friable      NF = Non-Friable   NA = Not Applicable   ND – No asbestos fibers Detected

In summary, the black tar sealant around the chimney and roof power vent were identified as asbestos containing. Contractors who remove or disturb ACMs must have asbestos-trained personnel and asbestos abatement operations must be performed in accordance with applicable local, state, and federal regulations.

**SAMPLING INFORMATION**

Following standard inspection practices, a sufficient number of samples of the SACM were collected to confirm the presence or absence of asbestos fibers. A sufficient amount of SACM was obtained for Polarized Light Microscopy (PLM) analysis and each sample was placed individually in a sealed bag, and a unique sample identification number was assigned to each sample and location.

*Winchester Parks and Recreation Maintenance Building*  
*Winchester, VA*  
*August 4, 2017*
CHAIN OF CUSTODY RECORDS

The chain of custody record is included in Attachment 2.

USE OF REPORT

This report has been prepared for the exclusive use of the City of Winchester. This report and the findings and recommendations contained herein shall not, in whole or in part, be used by or relied upon by any other party, without the prior written consent of Triad Engineering, Inc.
ATTACHMENT 1

INSPECTOR AND LABORATORY LICENSES
COMMONWEALTH of VIRGINIA
Department of Professional and Occupational Regulation
9990 Mayland Drive, Suite 600, Richmond, VA 23235
Telephone: (804) 767-4590

BOARD FOR ASBESTOS, LEAD, AND HOME INSPECTORS
ASBESTOS INSPECTOR LICENSE

ROBERT MICHAEL SYKES
144 SYKES DRIVE
GORE, VA 22637-0000

EXPIRES ON
03-31-2018

Status can be verified at http://www.dpor.virginia.gov
(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)
ATTACHMENT 2

CHAIN OF CUSTODY DOCUMENTATION

ANALYTICAL RESULT DOCUMENTATION
# Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

<table>
<thead>
<tr>
<th>Sample</th>
<th>Description</th>
<th>Appearance</th>
<th>Non-Asbestos</th>
<th>Asbestos % Non-Fibrous</th>
<th>Asbestos % Fibrous</th>
<th>Asbestos Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SURFACING MATERIAL</td>
<td>White</td>
<td>45% Ca Carbonate</td>
<td>10% Perite</td>
<td>45% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>2</td>
<td>SURFACING MATERIAL</td>
<td>White</td>
<td>45% Ca Carbonate</td>
<td>10% Perite</td>
<td>45% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>3</td>
<td>DRYWALL</td>
<td>White</td>
<td>45% Ca Carbonate</td>
<td>10% Perite</td>
<td>45% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>4</td>
<td>DRYWALL</td>
<td>Gray Fibraceous Homogeneous</td>
<td>3% Cellulose</td>
<td>75% Gypsum</td>
<td>22% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>5</td>
<td>DRYWALL</td>
<td>Gray Fibraceous Homogeneous</td>
<td>2% Cellulose</td>
<td>73% Gypsum</td>
<td>23% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>6</td>
<td>DRYWALL</td>
<td>Gray Fibraceous Homogeneous</td>
<td>3% Cellulose</td>
<td>75% Gypsum</td>
<td>22% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>7</td>
<td>JOINT COMPOUND</td>
<td>White</td>
<td>12% Mica</td>
<td>88% Non-fibrous (Other)</td>
<td>None Detected</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>JOINT COMPOUND</td>
<td>White</td>
<td>12% Mica</td>
<td>87% Non-fibrous (Other)</td>
<td>None Detected</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>JOINT COMPOUND</td>
<td>White</td>
<td>12% Mica</td>
<td>88% Non-fibrous (Other)</td>
<td>None Detected</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>ROOF SHINGLE</td>
<td>Various/Black Fibrinous Heterogeneous</td>
<td>30% Glass</td>
<td>35% Ca Carbonate</td>
<td>35% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>11</td>
<td>ROOF SHINGLE</td>
<td>Various/Black Fibrinous Heterogeneous</td>
<td>30% Glass</td>
<td>35% Ca Carbonate</td>
<td>35% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>12</td>
<td>ROOF SHINGLE</td>
<td>Various/Black Fibrinous Heterogeneous</td>
<td>30% Glass</td>
<td>35% Ca Carbonate</td>
<td>35% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>13</td>
<td>ROOF SHINGLE</td>
<td>Various/Black Fibrinous Heterogeneous</td>
<td>20% Cellulose</td>
<td>15% Quartz</td>
<td>30% Ca Carbonate</td>
<td>35% Non-fibrous (Other)</td>
</tr>
<tr>
<td>14</td>
<td>ROOF SHINGLE</td>
<td>Various/Black Fibrinous Heterogeneous</td>
<td>20% Cellulose</td>
<td>5% Quartz</td>
<td>35% Ca Carbonate</td>
<td>40% Non-fibrous (Other)</td>
</tr>
<tr>
<td>15</td>
<td>ROOF SHINGLE</td>
<td>Various/Black Fibrinous Heterogeneous</td>
<td>20% Cellulose</td>
<td>15% Quartz</td>
<td>30% Ca Carbonate</td>
<td>35% Non-fibrous (Other)</td>
</tr>
<tr>
<td>16</td>
<td>TAR SEALANT</td>
<td>White/Black Fibrinous Homogeneous</td>
<td>35% Quartz</td>
<td>58% Non-fibrous (Other)</td>
<td>7% Chrysotile</td>
<td>None Detected</td>
</tr>
</tbody>
</table>

Initial report from: 08/02/2017 10:31:32
# Test Report: Asbestos Analysis of Bulk Materials via EPA 600/R-93/116 Method using Polarized Light Microscopy

<table>
<thead>
<tr>
<th>Sample</th>
<th>Description</th>
<th>Appearance</th>
<th>Non-Asbestos</th>
<th>Asbestos</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>% Fibrous</td>
<td>% Non-Fibrous</td>
</tr>
<tr>
<td>17</td>
<td>TAR SEALANT</td>
<td></td>
<td>Positive Stop (Not Analyzed)</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>TAR SEALANT</td>
<td></td>
<td>Positive Stop (Not Analyzed)</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>TAR SEALANT</td>
<td>White/Black Fibrous Homogeneous</td>
<td>30% Ca Carbonate 62% Non-fibrous (Other)</td>
<td>8% Chrysotile</td>
</tr>
<tr>
<td>20</td>
<td>TAR SEALANT</td>
<td></td>
<td>Positive Stop (Not Analyzed)</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>TAR SEALANT</td>
<td></td>
<td>Positive Stop (Not Analyzed)</td>
<td></td>
</tr>
<tr>
<td>22</td>
<td>ROOFING</td>
<td>Red/Black Fibrous Heterogeneous</td>
<td>75% Cellulose 5% Quartz 20% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>23</td>
<td>ROOFING</td>
<td>Red/Black Fibrous Heterogeneous</td>
<td>75% Cellulose 5% Quartz 20% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td>24</td>
<td>ROOFING</td>
<td>Red/Black Fibrous Heterogeneous</td>
<td>75% Cellulose 5% Quartz 20% Non-fibrous (Other)</td>
<td>None Detected</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Analysis(s)**
William Chrobak (20)

Joe Centofanti, Laboratory Manager
or Other Approved Signatory

---

EMSL maintains liability limited to cost of analysis. This report relates only to the samples reported and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. Interpretation and use of test results are the responsibility of the client. This report must not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST or any agency of the federal government. Non-fibrous organically bound materials present a problem matrix and therefore EMSL recommends gravimetric reduction prior to analysis. Samples received in good condition unless otherwise noted. Estimated accuracy, precision and uncertainty data available upon request. Unless requested by the client, building materials manufactured with multiple layers (i.e. linoleum, wallboard, etc.) are reported as a single sample. Reporting limit is 1%.

Samples analyzed by EMSL Analytical, Inc. Beltsville, MD NVLAP Lab Code 200293-0

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Initial report from: 08/02/2017 10:31:32

ASB_PLM_0009_0001 - 1.78 Printed: 8/2/2017 10:31 AM
<table>
<thead>
<tr>
<th>LAB NO.</th>
<th>SAMPLE IDENTIFICATION</th>
<th>DATE</th>
<th>TIME</th>
<th>MATRIX</th>
<th>CONTAINERS</th>
<th>NO. CONTAINERS</th>
<th>SAMPLE TYPE</th>
<th>Elemental Test</th>
<th>Project/Task</th>
<th>REMARKS</th>
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</thead>
<tbody>
<tr>
<td>1-3</td>
<td>7/24/17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3</td>
<td>Ge COMP</td>
<td></td>
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<td>Positive Stop</td>
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<td>4-6</td>
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<td>Ge GRAB</td>
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<td>7-9</td>
<td>7/24/17</td>
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<td>13-16</td>
<td>7/24/17</td>
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<td>7/24/17</td>
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</tr>
</tbody>
</table>

Collected/Relinquished By: (1) Robert Styles
Date: 7/24/17
Time: 12:00 PM
Received By: Alene

Shipping Carrier: 
Samples Received Cold? (Circle) YES NO

Relinquished By: (2) Styles
Date: 7/28/17
Time: 12:30 PM
Received By: UVN

Shipping Ticket No.: 
Chain of Custody Seal: (Circle) INTACT BROKEN ABSENT

Relinquished By: (3)
Date: 7/28/17
Time: 12:30 PM
Received By: 

Requested Turnaround Time: 5-Day
Comments: 

Relinquished By: (4)
Date: 7/28/17
Time: 12:30 PM
Received For Laboratory By: 

White - Sent to Laboratory  Yellow - Retained by Triad