



Solex Architecture, Inc.
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434.688.0767
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February 20, 2026
Clarksville Volunteer Fire Department
Addendum 1

General

- 1) The bid due date is March 10th by 2pm at CVFD (1008 Virginia Avenue, Clarksville, Virginia).
- 2) All questions are due by 5pm on February 27th. All questions are to be directed to Kathryn Ware by email at kware@solexarchitecture.com.
- 3) Attached Pre-bid Meeting Minutes are incorporated into the contract documents.
- 4) Revised Bid Form attached.

Architectural

- 1) Allowance No. 01 of \$6,500 for eight security cameras is to still be included. Verify final locations with Owner prior to installation.
- 2) Window Type E is existing interior window. No work to be performed.
- 3) Existing storage overhead door to remain.
- 4) Blinds to be provided and installed by Owner.
- 5) All existing restroom tile floor to be removed and subfloor prepared to receive new epoxy flooring.
- 6) Plumbing fixture basis of designs:
 - a. Water Closet: American Standard, Madera Chair Height Top Spud Elongated Bowl with Ultima Selectronic Touchless Toilet Flush Valve, Piston-Type, Battery, 1.28gpf
 - b. Urinal: American Standard, Albrook Top Spud Siphon Jet Urinal with Selectronic Touchless Urinal Flush Valve, Piston-Type, Battery, 0.5gpf
 - c. Lavatory Basin: American Standard, Studio, Studio Under Counter Sink
 - d. Lavatory Faucet: American Standard, Selectronic, NextGen Selectronic Touchless Faucet, Battery-Powered with SmarTherm Safety Shut-off +ADM, 0.5gpm
 - e. Kitchen Sink Basin: Delta, Lenta, 32" Undermount Stainless Steel Single Bowl Kitchen Sink with Accessories in Stainless Steel
 - f. Kitchen Sink Faucet: Delta, Monrovia, Single Handle Pull-Down Kitchen Faucet In Lumicoat Arctic Stainless.
- 7) Owner will provide acoustic ceiling tiles for all ceilings listed to receive ACT-2. Contractor to install.
- 8) Casework shown in Kitchen Casework Elevation 4 on A-402 to be replaced with full-height casework: 3'-6" wide, 8'-0" high, 2'-0" deep, double door, with 3 adjustable shelves. Style, finish, and profiles to match full-height casework shown in Kitchen Casework Elevation 2 on A-402.
- 9) For any site visits prior to bid, contractor to arrange for access through Owner. Call (434)374-5411 to arrange.

**PreBid Meeting Minutes For:
Clarksville Volunteer Fire Department**

February 19, 2026

1. Welcome/Introductions:
 - a. Owner of Project: Clarksville Volunteer Fire Department
 - b. Attendees See attached sign-in sheet
 - c. Architect: Kathryn Ware, Solex Architecture, Inc.

2. Project Overview:
 - a. Summary
 - i. Plans and specifications are available by contacting Solex Architecture at jcahill@solexarchitecture.com.
 - ii. Project summary:
 1. Project consists of a renovation of an existing fire house constructed in 1993. It is approximately 9,750 square feet, with 5,750 square feet of that dedicated to the apparatus bays. The remainder of the building contains a call room, two offices, a small meeting room, a lounge area, kitchen, community room, restrooms, and miscellaneous storage. The interior renovations include replacing flooring throughout, replacing wood paneling throughout, replacing ceiling tiles where needed, and painting throughout. The kitchen will receive new casework and the bathrooms will receive new wall tile and fixtures. The existing tank-type water heater is to be replaced with a gas tankless system. The apparatus bay is to receive new power reels, gas unit heaters, gear extractor connections, and exhaust fan/louver. The exterior is to have the block masonry stripped and painted. Eight operable exterior windows are to be replaced with insulated fixed picture windows. Six hollow metal doors and one storefront door are also to be replaced.
 - b. All materials, equipment and finishes listed are basis-of-design. Other manufacturers are acceptable and should be submitted to the Architect for approval at least 7 days prior to the bid due date.
 - c. The Contractor is responsible for all bonds, licenses, permits, and insurance as outlined in the contract documents. Copies of all documents are to be supplied to Solex Architecture.
 - d. The awarded bidders agree to obtain Substantial Completion within 90 calendar days. The awarded bidder agrees to obtain Final Completion within 30 calendar days after substantial completion.
 - e. Liquidated Damages: The contractor shall pay \$100.00 for each consecutive calendar day that the project extends beyond substantial completion and an additional \$100.00 for each consecutive day that the project extends beyond the date of final completion.
 - f. Performance Bond and Labor and Material Payment Bond are required.

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- g. The facility will remain fully operational throughout the duration of construction.

3. Bids

- a. Bids are due on March 10th by 2pm at CVFD (1008 Virginia Avenue, Clarksville, Virginia).
- b. No bid may be withdrawn for a period of 60 days after opening of bids.
- c. Bid Submission
 - i. Physical Submission: All information is to be placed in sealed envelope. Any bid additions/deductions on the outside of the envelope will not be considered. The envelope is to be properly addressed with the project name, architect project #, project address and to the attention of Mr. Matt Carter.
- d. Electronic Submission:
 - i. Bids may be submitted electronically to Kathryn Ware at kware@solexarchitecture.com. A follow up call should be made prior to the bid deadline to ensure the bid package was received. Please call 434-710-8763 prior to the bid deadline. Electronic bids will not be opened until after the deadline. It is the bidder's responsibility to make sure all files are in PDF format, legible and openable. Any corrupt files or files unable to be opened or illegible will not be accepted.
- e. A 5% bid guarantee is required to accompany the bid form.
- f. References may be requested after bid opening for a minimum of three completed project examples of similar style, type and complexity. The project example sheets shall include exterior and interior photographs, year completed, project size, project budget, change order total and explanations, all subcontractors, and the owner representative's name and contact information.
- g. Subcontractor reference documents are to be available upon request. These do not have to be included in the bid package due to nature of bidding. This is a change to the specification language in the Instruction to Bidders section.
- h. Bid Alternates – A revised bid form will be issued to include a line item for the alternates.
 - i. Alternate No. 1: Apparatus Bay Power Reels, Gas Unit Heaters, Gear Extractor Connections, and Exhaust Fan/Louver.
 - 1. Base Bid: Existing power reels, gas unit heaters, gear extractor connections, and exhaust fan/louver to remain.
 - 2. Alternate: Remove and replace existing power reels, gas unit heaters, gear extractor connections, and exhaust fan/louver. Cord reel basis of design: Reelcraft L 4545 123 3A. New cord reels to be pulled from new circuits within existing panel. Gear Dryer basis of design: Circul-Air V511 Express 2 Gear Drying Cabinet.

- ii. Alternate No. 2: Apparatus Bay.
 - 1. Base Bid: Existing overhead doors to remain.
 - 2. Alternate: Contractor to remove and replace all eight overhead doors. Contractor to provide new track, motor, sensors, and remote. New door to be insulated. Glazing patterns to match existing doors.
 - i. Allowances
 - i. Allowance No. 01: Lump-Sum Allowance: The sum of \$6,500: Include eight security cameras as shown on Drawings.
 - 1. This allowance includes material cost, receiving, handling, and installation.
 - j. Bid Award
 - i. The contract is to be awarded to the lowest responsive and responsible bidder with considerations made as outlined in the Instructions to Bidders. These include references, similar projects, financial ability, etc.
 - ii. The owner reserves the right to negotiate with the apparent low bidder should the bid exceed the available funds.
 - iii. The owner reserves the right to reject any and all bid proposals.
 - iv. The owner will issue a Notice to Proceed within 10 calendar days of the execution of the Agreement by the Owner. Award and commencement of work are anticipated to be by April 7th.
- 4. Separate Contracts
 - a. There are no separate contracts by the Owner that bidders need to be made aware of.
- 5. Project Specific Items
 - a. Although multiple methods of temporary utilities are listed in the specifications, temporary power and water are available at the site. Use of the owner's restroom facilities is permitted provided they are kept in clean working order.
 - b. Temporary lighting is not required as specified.
 - c. A field office is not required. This is a change from what is specified in the Temporary Facilities and Controls specification. The Contractor is expected to keep a copy of all drawings, specifications, shop drawings and submittals on site. All storage containers shall be placed in a location approved by the Owner. The Contractor is responsible for repairing any damages to the existing site.
 - d. Site enclosure fencing is not required as specified, but it is expected that the building is to be maintained in a secure and weathertight manner throughout the duration of construction.
 - e. Temporary dustproof partitions using plastic sheets and walk-off mats are required.
 - f. The Owner will be responsible for removing personal items and furnishings from specific areas and will coordinate the phasing of the

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project with the Contractor. The Contractor is responsible for identifying and submitting a phasing plan prior to starting construction.

- i. One restroom to remain operational at all times.

6. Bid Questions

- a. All inquiries related to the drawings, specifications, RFP, Scope of Work and other concerns shall be directed to Kathryn Ware, preferably by email. She will obtain the answers from the appropriate parties and issue addendums as required.
- b. All questions are due to Kathryn Ware by email at kware@solexarchitecture.com by 5pm on February 27th.
- c. A final addendum will be issued by March 2nd.

7. Additional Items

- a. The storage overhead door will not be replaced.
- b. Gupton Roofing performed the last roof replacement on the building.
- c. Solex Architecture will provide basis of designs for all plumbing fixtures in Addendum 1.
- d. Questions were asked that are to be addressed in Addendum 1:
 - i. If Contractor will be responsible for replacing blinds, and if so, what the basis of design will be?
 - ii. If all ACT will be provided by the Owner and installed by the Contractor?
 - iii. If the epoxy floor in the restrooms can be installed over the existing tile?

END OF MINUTES

Clarksville Volunteer Fire Department

Pre-Bid Meeting Sign-in Sheet

| Name | Company | Phone | Email |
|-------------|----------------------------------|--------------|---------------------------------------|
| Mary Dayton | Kenbridge Construction | 434 676 8221 | estimating@kenbridge.com |
| Tim Cothran | Riggs - Harrod Builders | 919 687 0111 | tcothran@riggsharrod.com |
| Rick Terry | ^{HVAR} Elliott Electric | 434-572-2349 | rick@elliottelec.com |
| Allen Newby | Elliott Electric | 434-579-7108 | A.Newby@ElliottElec.com |
| Allen Smith | Quality Const. | 434-799-0299 | Allen.Smith@QualityConstructionVA.com |
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DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: _____.
- B. Project Name: Clarksville Volunteer Fire Department
- C. Project Location: 1008 Virginia Ave, Clarksville, Virginia 23927.
- D. Owner: Clarksville Volunteer Fire Department.
- E. Architect: Solex Architecture, Inc.
- F. Architect Project Number: 20250040.

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Solex Architecture, Inc. and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:
 - 1. _____ Dollars (\$_____).
- B. Bid Alternates: The above base bid amount does not include the following line items.
 - 1. Alternate No. 1 – Apparatus Bay Power Reels, Gas Unit Heaters, Gear Extractor Connections, and Exhaust Fan/Louver.
 - a. _____ Dollars (\$_____).
 - 2. Alternate No. 2 – Apparatus Bay Overhead Doors.
 - a. _____ Dollars (\$_____).

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. _____ Dollars (\$_____).

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall fully complete the Work within 90 calendar days.

1.5 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated _____.
2. Addendum No. 2, dated _____.
3. Addendum No. 3, dated _____.
4. Addendum No. 4, dated _____.

1.6 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Mecklenburg County and the Commonwealth of Virginia, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.7 SUBMISSION OF BID

- A. Respectfully submitted this ____ day of _____, 2026.
- B. Submitted By _____ (Name of bidding firm or corporation).
- C. Authorized Signature: _____ (Handwritten signature).
- D. Signed By: _____ (Type or print name).
- E. Title: _____ (Owner/Partner/President/Vice President).
- F. Witness By: _____ (Handwritten signature).
- G. Attest: _____ (Handwritten signature).
- H. By: _____ (Type or print name).
- I. Title: _____ (Corporate Secretary or Assistant Secretary).

- J. Street Address: _____.
- K. City, State, Zip _____.
- L. Phone: _____.
- M. License No.: _____.
- N. Federal ID No.: _____ (Affix Corporate Seal Here).

END OF DOCUMENT 004113