

**ADDENDUM NO.1**

**Date: 01.27.2026**

**To all the prospective bidders, plan holders and plan centers for this project:**

This addendum forms a part of the Contract Documents for the above-referenced project and modifies the original Bid Set dated 01/19/26. Receipt of this Addendum must be acknowledged by inserting the addendum number in the Bid Proposal. Failure to do so may subject the bidder to disqualification.

**General Project Information:**

<b><u>Reference:</u></b>	<b><u>Description:</u></b>
<b>Pre-bid Meeting</b>	See attached Pre-bid Meeting Agenda with Meeting Notes and Sign-In Sheet.

**END OF ADDENDUM NUMBER 01**

**END OF SECTION**

# ZERVAS

## PRE-BID MEETING - WALK-THROUGH AGENDA For WCLS - North Fork Library Operable Partition Tenant Improvement

DATE: January 27, 2026  
TIME: 1:00 pm  
Location: North Fork Library, 7506 Kendall Road

- I. INTRODUCTION OF PROJECT TEAM MEMBERS
  - A. Ryan Cullup, Facilities Services Manager, WCLS  
[Ryan.cullup@WCLS.org](mailto:Ryan.cullup@WCLS.org)
  - B. Jed Ballew AIA, P.I.C, Zervas  
[jed@zervasgroup.com](mailto:jed@zervasgroup.com)
  - C. Rondelle Noble, Interior Designer, Zervas
  - G. Structural Engineer, Bernt Johnson PE, Kingworks Consulting Engineers
- II. PROJECT INFORMATION AND FRONT-END SPECIFICATIONS
  - A. Project Description and Scope of Work
    - Install a new panelized, sliding and stacking operable partition in the existing space. The scope includes selective demolition and salvage, structural modifications, new wall and ceiling construction and finishes. Electrical work will also be required where demolition and alterations to the building affect existing electrical systems.
    - Work will involve walling off and isolating the area of construction by installing temporary barriers so that ongoing demolition and construction activities minimally impact the regular daily operations of the library.
  - B. Permit Status: Permit has been issued.
  - C. Construction Duration
    - 1. Discuss with WCLS. Shortest duration possible is preferred.
  - D. Bond and Insurance Requirements
    - 1. See Invitation to Bid
  - E. Bid Procedures
    - 1. Sealed Bids: **Due 5:00 pm, Friday, February 13, 2026.**

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2. See Invitation to Bid

F. Addenda

2. Last day for questions or substitutions to be considered and included in addendum is **5:00 pm, Friday, February 6, 2026.**

III. SITE INFORMATION

- A. Contractor has access to existing building water and electrical services.
- B. Contractor site access and staging to be defined.
- C. WCLS Facilities Services Manager will coordinate with successful Contractor and Sub-Contractors regarding vehicle parking.
- D. Work restrictions per Section 01 10 00 – Summary of Work; include, but are not limited to: Hours of operation, utility interruptions, noise, vibrations, odors, and deliveries.
- E. Coordination with occupants and existing facilities:
  - 1. Owner will occupy Library, with exception of areas under construction during construction. Scope of work includes temporary protection and barriers as necessary to isolate construction activities from the public space and building occupants.
  - 2. Contractor to maintain all building entrances/exits for duration of project.

IV. QUESTIONS FROM ATTENDEES

V. BUILDING TOUR

VI. ADJOURNMENT

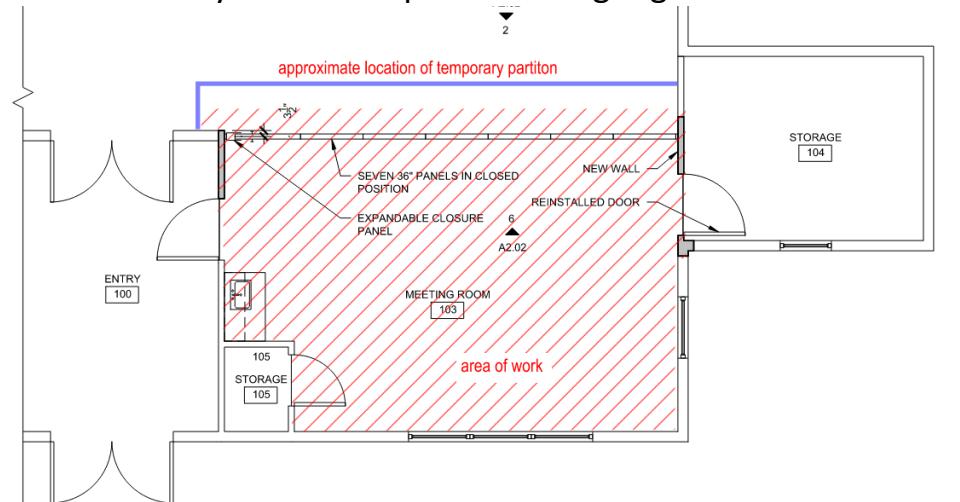
***Important Note:***

Responses to inquiries and discussions occurring at this pre-bid walk-through shall not change or modify the bid documents. The bid documents will be affected only by addenda issued prior to the bid date. Any and all questions should be forwarded to Jed Ballew AIA, Zervas [jed@zervasgroup.com](mailto:jed@zervasgroup.com) and Ryan Cullup, WCLS [Ryan.cullup@WCLS.org](mailto:Ryan.cullup@WCLS.org) on or before **5:00 pm, Friday, February 6, 2026.**

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## Pre-Bid Meeting Minutes:

- The Pre-bid Meeting had been noted on Page 6 of the Invitation to Bid as being mandatory. This contradicts with other language included in the document. **The Pre-bid Meeting is not mandatory.**
- The existing security system will be modified by the owner in advance of the project.
- Project logistics
  - The goal of the Owner is for the total duration of the project to be minimized since the library will be occupied during construction.
  - The project timeline has not been defined per the Bid Documents. The Contractor with the lowest apparent will be asked by the Owner to provide a proposed timeline for construction while taking accounting for the lead time for the operable partition. If the operable partition has a 12-week lead time, then the project kickoff will be based on the project's critical path timeline that considers the delivery date of the partition to the site.
  - Contractor must build a temporary wall to isolate area of work so that the library is able to operate during regular business hours.



- The library is closed every Monday. This is the best time for the Contractor to schedule and perform disruptive construction activities.

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- Access to the crawl space area below the floor is through an access door/hatch from the west exterior side of the building. Structural supports for the new posts will be installed from below.
- The contractor will be allowed to locate a dumpster and receive building materials at the gravel parking lot to the east of the building
- The Owner will require access to Storage 104 for daily water testing and will coordinate access with the Contractor.
- The book drop location is currently into Storage 105 which is isolated by the area of work. The owner will either coordinate with the Contractor for daily access to this room or will provide an alternate book drop location.
- The Contractor's access to the work area is through the man door from Entry 100. The Owner will provide the Contractor with keyed, secured access to this door if requested by the Contractor.

● SIGN-IN SHEET IS ATTACHED

## Pre-Bid Meeting – Sign-In Sheet

**WCLS - North Fork Library**  
**Tuesday, January 27, 2026, 1pm-2pm**

Please print clearly. By signing below, you acknowledge attendance at the stated date/time and consent to share contact information with the Owner and Design Team for follow-up communications.