



**whatcom county  
library system**

Administrative Services Grounds Improvement

Bid Set – 01/19/2026

Addendum 01 – 02/02/2026

**ADDENDUM NO. 1**

**Date: 02/02/2026**

**To all 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 and signaling acknowledgement by signature. Failure to do so may subject the bidder to disqualification.

**General Project Information:**

**Reference:**

**Description:**

Pre-bid Meeting	See attached Pre-bid Meeting Agenda with Meeting Notes and Sign-In Sheet

**END OF ADDENDUM NUMBER 01**

**END OF SECTION**

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5205 Northwest Drive Bellingham, Washington 98226 | (360) 305-3600 | [wcls.org](http://wcls.org)

## PRE-BID MEETING – WALK THROUGH AGENDA

For

### WCLS – Administrative Grounds Improvement

**DATE:** February 2<sup>nd</sup>, 2026

**TIME:** 1:00pm

**LOCATION:** Administrative Services, 5205 Northwest Drive, Bellingham, WA, 98226

#### I. INTRODUCTION OF PROJECT TEAM MEMBERS

- A. Ryan Cullup Facilities Services Manager, WCLS  
[Ryan.cullup@wcls.org](mailto:Ryan.cullup@wcls.org)

#### II. PROJECT INFORMATION AND FRONT-END SPECIFICATIONS

- A. Project Description and Scope of Work

The contractor will remove and dispose of remaining root balls of Mughal Pines left in place after trunks were removed and chipped. Backfill with appropriate soil as needed while protecting existing main sprinkler lines. The contractor will design an irrigation system for the planting plan (Exhibit G). Prior to planting, the contractor will treat the planting area with herbicide according to the project specifications and then plant the plants according to the planting plan.

Pre-Bid Meeting Minutes:

- Project Logistics:
  - The goal of the Owner is for the total duration of the project to be minimized since Administrative Services will be occupied during construction
  - The project timeline has not been defined per the Bid Documents. The Contractor with the lowest apparent bid will be asked by the Owner to provide a proposed timeline for construction while taking into account the lead time for the materials required in the Project. Project kickoff will be based on the project's critical path timeline that considers the delivery date of the materials involved.
  - Administrative Services' East entrance is a library express and the parking adjacent to the library express must be made available to patrons dropping off or picking up their library materials (see picture below).
  - The contractor may request the rest of the parking spots be reserved to the contractor's sole use for construction purposes
  - The Owner intends to allow the restrooms in its library express to be used by the contractor and its employees. Employees wishing to use the restrooms should have a Whatcom County

Library System (WCLS) or Bellingham Public Library (BPL) card to access the restroom. The Owner can provide an access number if an employee is not eligible for a library card from WCLS or BPL.