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Jason P. Loar, P.E.  
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## ADDENDUM NO. 1

**SNOW HILL LIBRARY RENOVATIONS  
TOWN OF SNOW HILL  
WORCESTER COUNTY, MARYLAND  
DBF #0085A049.A01**  
**February 6, 2026**

The following revisions are hereby made part of the Contract Documents. Unaltered provisions of the Documents shall remain in effect. Unless otherwise specified, material and work required by this Addendum shall conform to the requirements of the original Contract Documents.

Failure to acknowledge receipt of this Addendum on the Bid Form may subject the bidder to disqualification.

This Addendum (2 pages) and the attachments (9 pages) totals 11 pages.

### GENERAL

1. Bid due date has been extended to Monday, February 23, 2026, at 2:30pm.
2. Attached are minutes and attendees from the Pre-Bid Meeting on February 3, 2026.
3. Alternate No. 7 will be added to provide a price to replace all existing doors and frames that are noted to remain (first floor). Revised specification section 004323 and 012300 are attached.
4. Provide an Allowance of \$5,000.00 for patching and preparing existing walls for a new paint finish.
5. Refer to Sheet A-101, of the Drawings, Wall Types and Assemblies, Ceiling Assembly. The lay-in ceiling in the storage room is not required to be rated. The height to the concrete deck from the floor is 13'6".
6. Replace all wall base trim and all door trim with new to match the existing. Wall base trim is as noted. Door trim is a 3-1/2" colonial trim with a plinth block at the wall base. A picture is attached of the existing.

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7. As noted at the Pre-Bid Meeting, liquidated damages will be included. Below is the standard language from Worcester County:

If the Successful Vendor shall fail to start and complete the project within the time frame stated, the County shall assess liquidated damages in the amounts listed below per calendar day, for each and every day the Successful Vendor fails to complete the contract.

<u>Amount of Contract</u>	<u>Liquidated Damages Per Day</u>
Less than \$10,000	\$100.00
\$10,000 or less than \$100,000	\$250.00
\$100,000 Or Less Than \$500,000	\$750.00
\$500,000 or more	\$1,000.00

Or will be based on actual cost to the County, whichever is greater.

The designated County project manager reserves the option to extend the scheduled completion date or waive the liquidated damages clause in its entirety if they are of the opinion that extenuating circumstances deemed such action appropriate.

8. All new frame walls are to have sound-batt insulation.
9. Metal stud knee walls are acceptable in new casework.
10. If a conflict arises between the drawings and specifications, the most costly item is to be used.
11. All testing and balancing, including retesting and seasonal testing, shall be included in the Contractor's Base Bid as specified.

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**Pre-Bid Meeting Minutes  
Snow Hill Library Renovations  
February 3, 2026  
DBF # 0085A054.B01**

**In Attendance: (Worcester County Design Team)**

Name	Organization
Emily Cycle	Davis Bowen & Friedel
Mike Wheedleton	Davis Bowen & Friedel
Bill Bradshaw	Worcester County Engineering
Jennifer Ranck	Worcester County Library Director
Brittney Herz	Snow Hill Library Branch Manager
Mike Hutchinson	Worcester County Maintenance Superintendent
Vince Arillo	Worcester County Maintenance
Dave Hoffman	Gipe Associates

**Items of Discussion:**

**I. Mike Wheedleton, Principal and Senior Architect for Davis, Bowen & Friedel, Inc., discussed the following concerning bidding requirements:**

- a. The bid is public. No wage rates are associated with the project.
- b. Any bidder questions during the bid are to be directed to Ed Welch, County Procurement Officer ([purchasing@worcestermd.gov](mailto:purchasing@worcestermd.gov)).
- c. Addenda will be issued be posted by the County Procurement Office on the County Bid Board site (<https://www.co.worcester.md.us/commissioners/bids>).
- d. The last day for questions, in writing, is Monday, February 16th.
- e. Bids are due at the County Administration Building, Room 1103, no later than 2:00pm. Bidders are to allow time for the Sheriff's Office checkpoint at the building entry.
- f. All issued addendums are required to be acknowledged on the bid form.
- g. No late bids will be accepted.
- h. Bonding requirements are listed in the specifications.
- i. Project will include liquidated damages at \$1,000 per day.
- j. Permit costs will be paid by the Contractor. The Town of Snow Hill will issue the building permit.
- k. Builders risk will be provided by the Contractor.

**II. Dave Hoffman with Gipe Associates discussed the following with regard to the mechanical/electrical/plumbing engineering:**

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- a. Systems and equipment include fire alarm, electrical work, lighting, plumbing work above and below the slab, and minor HVAC work.
- b. HVAC will be a separate project that will occur after this project. No schedule is set for this project yet.

**III. The following notes refer to the questions asked:**

- a. The construction will be phased. All areas outside of the meeting room will be Phase 1. The meeting room will be Phase 2. All will be in the Base Bid.
- b. Library is now closed to the public. Interested bidders may visit the building. Please call 410-632-2600 to set up a visit.
- c. All bid questions are to be submitted to Ed Welch, County Procurement Officer, at the following email address: [purchasing@worcestermd.gov](mailto:purchasing@worcestermd.gov).
- d. The paved area at the rear of the building will be used as the staging area.

# SIGN IN SHEET

MEETING:	PRE-BID MEETING
PROJECT NAME:	Snow Hill Library Renovations
LOCATION:	Snow Hrary, 307 N. Washington St., Snow Hill, MD 21863
PROJECT NUMBER:	DBF #0085A054.B01
DATE:	February 3, 2026 at 10:00am

NAME	REPRESENTING	PHONE	E-MAIL
Adam Harrison	Wilfre Co., Inc.	410-749-0496	<a href="mailto:aharrison@wiifreco.net">aharrison@wiifreco.net</a>
David Strauss	Harkins Concrete, Inc.	410-749-3300	<a href="mailto:dstrauss@harkinsconstruction.com">dstrauss@harkinsconstruction.com</a>
Dave Hoffman	Gipe Associates	410-310-6055	<a href="mailto:dhoffman@gipe.net">dhoffman@gipe.net</a>
Vince Arillo	Worcester County		<a href="mailto:varillo@worcestermd.gov">varillo@worcestermd.gov</a>
Chris Manning	Harkins Concrete, Inc.	444-397-0119	<a href="mailto:cmanning@harkinsconstruction.com">cmanning@harkinsconstruction.com</a>
Zach Parker	Worcester County Public Works	410-251-7352	<a href="mailto:zparker@worcestermd.gov">zparker@worcestermd.gov</a>
David Weldon	Harper & Sons, Inc.	410-820-2000	<a href="mailto:dweldon@harperandson.com">dweldon@harperandson.com</a>
Bill Bradshaw	Worcester County Engineering	410-632-1200	<a href="mailto:bbradhsaw@worcestermd.gov">bbradhsaw@worcestermd.gov</a>
Daniel Ash	Gillis Gilkerson, Inc.	302-752-7857	<a href="mailto:dash@ggibuilds.com">dash@ggibuilds.com</a>
Matt Taylor	Joseph M. Zimmer, Inc. Contractors	410-546-5700	<a href="mailto:matthew.taylor@jmzinc.com">matthew.taylor@jmzinc.com</a>
Kyle Phillips	AIM Services, Inc.	443-477-0013	<a href="mailto:kphillips@aimservices.com">kphillips@aimservices.com</a>
Nancy Bolt	Keller Brothers	240-997-3046	<a href="mailto:nbolt@kellerbrothers.com">nbolt@kellerbrothers.com</a>
Jeff Dashiell	Henley Construction	410-430-5954	<a href="mailto:estimating@henleyconstruction.com">estimating@henleyconstruction.com</a>
Bill Henley	Henley Construction	240-762-1268	<a href="mailto:billh@henleyconstruction.com">billh@henleyconstruction.com</a>
Robin Schurman	BRS Consultng, Inc.	302-786-2326	<a href="mailto:robin@brsconinc.com">robin@brsconinc.com</a>
Dan Baker	Evans Builders	410-749-4600	<a href="mailto:danielb@evansbuilders.com">danielb@evansbuilders.com</a>
Robert Beckey	RW Management	443-735-3526	<a href="mailto:beckeyrob@yahoo.com">beckeyrob@yahoo.com</a>
William Beckey	RW Management	410-603-1221	<a href="mailto:rwmangew@gmail.com">rwmangew@gmail.com</a>
Mikeal Musgrove	Advantech	302-359-1025	<a href="mailto:mikeal.musgrove@advtechsecurity.net">mikeal.musgrove@advtechsecurity.net</a>
Melissa Drew	Insite Build	404-210-5875	<a href="mailto:melissa@insite-build.com">melissa@insite-build.com</a>
Calley Dawkins	Bancroft Construction	410-490-6304	<a href="mailto:mdawkins@bancroftusa.com">mdawkins@bancroftusa.com</a>
Adam Leonard	Whiting Turner	410-251-2471	<a href="mailto:adam.leonard@whiting-turner.com">adam.leonard@whiting-turner.com</a>
Mike Keefer	Oak Contracting, LLC	443-523-6173	<a href="mailto:nmkeefer@oakcontracting.com">nmkeefer@oakcontracting.com</a>
Jared King	Oak Contracting, LLC		<a href="mailto:jking@oakcontracting.com">jking@oakcontracting.com</a>
Drew Manning	Oak Contracting, LLC		<a href="mailto:dmanning@oakcontracting.com">dmanning@oakcontracting.com</a>
Seth Underwood	Underwood Contracting, LLC	443-880-0868	<a href="mailto:seth@underwoodcontracting.com">seth@underwoodcontracting.com</a>
Mike Wheedleton	Davis, Bowen & Friedel, Inc.	410-543-9091	<a href="mailto:mwh@dbfinc.com">mwh@dbfinc.com</a>
Emily Cyc	Davis, Bowen & Friedel, Inc.	410-543-9091	<a href="mailto:ehc@dbfinc.com">ehc@dbfinc.com</a>

## DOCUMENT 004323 - ALTERNATES FORM

## 1.1 BID INFORMATION

- A. Bidder: \_\_\_\_\_.
- B. Prime Contract: \_\_\_\_\_.
- C. Project Name: Snow Hill Library Renovation
- D. Project Location: 307 N Washington St, Snow Hill, MD 21863
- E. Owner: Worcester County Commissioners
- F. Architect: Davis Bowen & Friedel, Inc., 601 East Main Street, Salisbury, MD
- G. Architect Project Number: 0085B054.A01

## 1.2 BID FORM SUPPLEMENT

- A. This form is required to be attached to the Bid Form.

## 1.3 DESCRIPTION

- A. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment.
  - 1. Cost-Plus-Fee Contract: Alternate price given below includes adjustment to Contractor's Fee.
- B. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE."
- C. If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."
- D. The Bidder shall be responsible for determining from the Contract Documents the effects of each alternate on the Contract Time and the Contract Sum.
- E. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within **60** days of the Notice of Award unless otherwise indicated in the Contract Documents.
- F. Acceptance or non-acceptance of any alternates by the Owner shall have no effect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.

## 1.4 SCHEDULE OF ALTERNATES



## 1.5 SUBMISSION OF BID SUPPLEMENT

- 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).

END OF DOCUMENT 004323

## SECTION 012300 - ALTERNATES

## PART 1 - GENERAL

## 1.1 SUMMARY

- A. Section includes administrative and procedural requirements for alternates.

## 1.2 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to or deducted from the base bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
  - 1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
  - 2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

## 1.3 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
  - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated revisions to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.
- D. Schedule: A schedule of alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

## PART 2 - PRODUCTS (Not Used)

## PART 3 - EXECUTION

## 3.1 SCHEDULE OF ALTERNATES

- A. Alternate No. 1: ADA Accessible Ramp and Railings:
  - 1. Base Bid: No ADA Accessible Ramp.
  - 2. Alternate: Demo landscaping and concrete walk/steps in area to be disturbed by ramp construction. See drawings A-101 and A-401.
- B. Alternate No. 2: New Circulation Desk:
  - 1. Base Bid: Modify existing circulation desk by adding ADA accessible cabinetry.
  - 2. Alternate: New circulation desk, wood cabinetry with solid surface counter tops and glass shields. See Alternate 4 Circulation Desk on drawing A-402.
- C. Alternate No. 3: ATC System by Modern Controls:
  - 1. Base Bid: Provide ATC system and integration by any listed ATC vendor/manufacturer.
  - 2. Alternate: Provide additional costs, if any, for Johnson Controls FX ATC system as installed by Modern Controls. If Modern Controls is the low ATC subcontractor then the alternate on the bid form shall be listed as \$0.
- D. Alternate No. 4: Square D Company Electrical Gear:
  - 1. Base Bid: Provide panelboards, enclosed switches, and enclosed motor controllers per specification sections 262416 "Panelboards", 262816 "Enclosed Switches", and 262913 "Enclosed Controllers" by any of the listed manufacturers.
  - 2. Alternate: Provide panelboards, enclosed switches, and enclosed motor controllers per specification sections 262416 "Panelboards", 262816 "Enclosed Switches", and 262913 "Enclosed Controllers" by Square D Company. If Square D Company is the low cost, the alternate value shall be \$0.
- E. Alternate No. 5: PVC Jacketing:
  - 1. Base Bid: Do not provide PVC jacketing on exposed piping, equipment or ductwork.
  - 2. Alternate: Additional cost to provide and install PVC jacketing on all exposed piping, equipment, and ductwork within 7 feet above finished floor as specified in section 220701 "Plumbing Insulation" and 230701 "HVAC Insulation".
- F. Alternate No. 6: Lightning Protection System
  - 1. Base Bid: A lightning protection system is not provided.
  - 2. Alternate: Provide UL Master Label lightning protection system for the building. See Section 264113 for more information.

G. Alternate No. 7: Door/Frame Replacement

1. Base Bid: Existing doors/frames noted to remain will not be replaced. Hardware and trim/casing will be replaced.
2. Alternate: Replace these doors/frames that are noted to remain in the Base Bid in this alternate.

END OF SECTION 012300

## Existing Door and Base Trim

