



**September 16, 2025
Addendum #1
FOR IMMEDIATE ATTENTION**

ADDENDUM NO. 1 TO ALL BIDDERS:

Reference – Invitation for Bid:

IFB #003-0-2026/SB

For Delivery To:

Menchville High School HVAC System Replacement

Bids Due:

Newport News Public Schools

October 7, 2025 at 2:00 PM EST

The above is hereby changed to read:

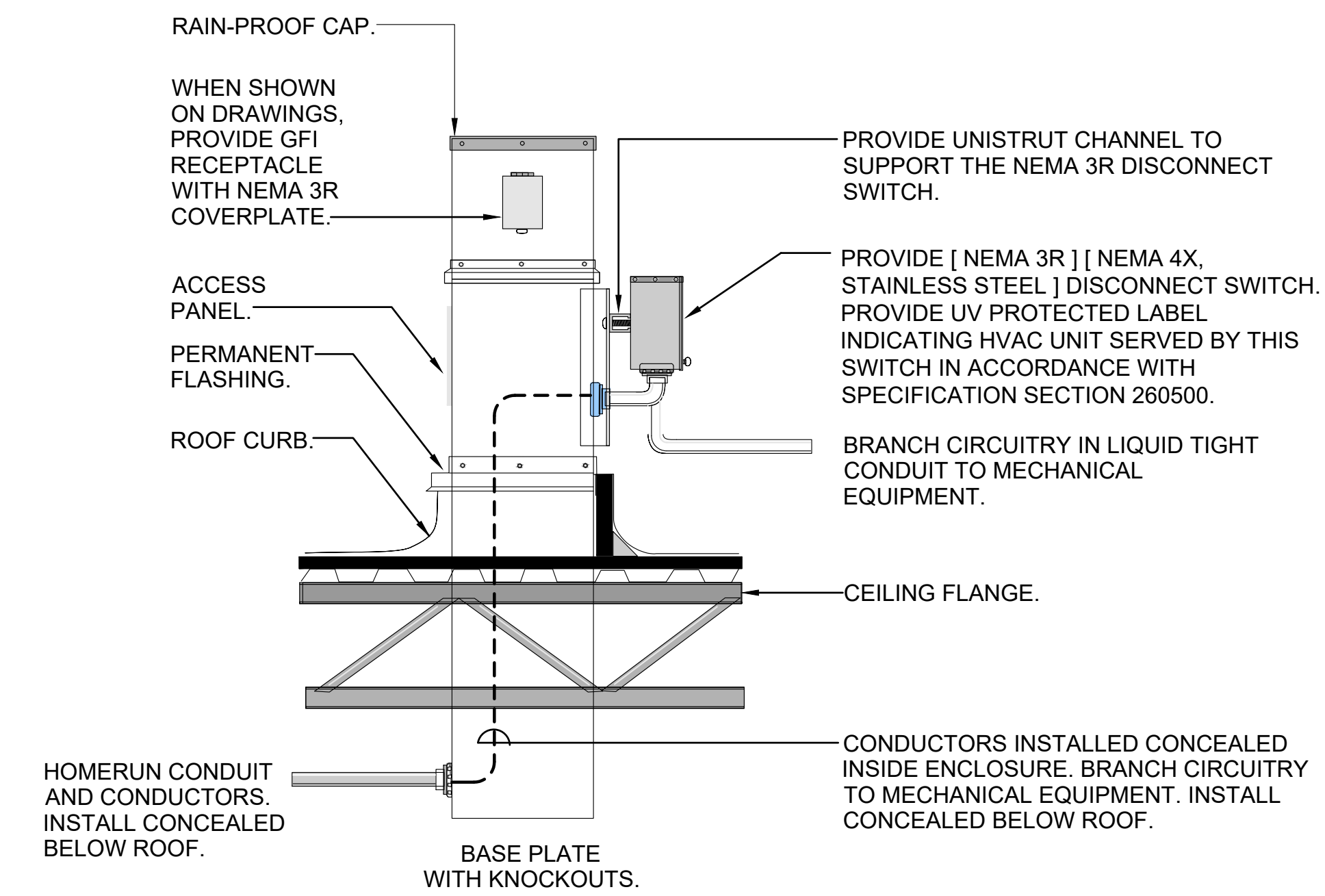
1. **Additional Site Visit:** Due to weather conditions, NNPS is allowing any interested firms to come back for a second site visit at the following scheduled time:

The second site visit will be held at Menchville High School - 275 Menchville Road, Newport News, VA 23602 on **Monday, September 22, 2025 at 10:00 AM**, Eastern Time to answer any questions regarding this IFB. The purpose of the site visit is to acquaint the firms with conditions at the site.

2. **Change to Questions Due Date:** To allow bidders sufficient time to submit questions after the additional site visit is held, the following is changed under Section II: Special Instructions to the Bidder, Letter H:

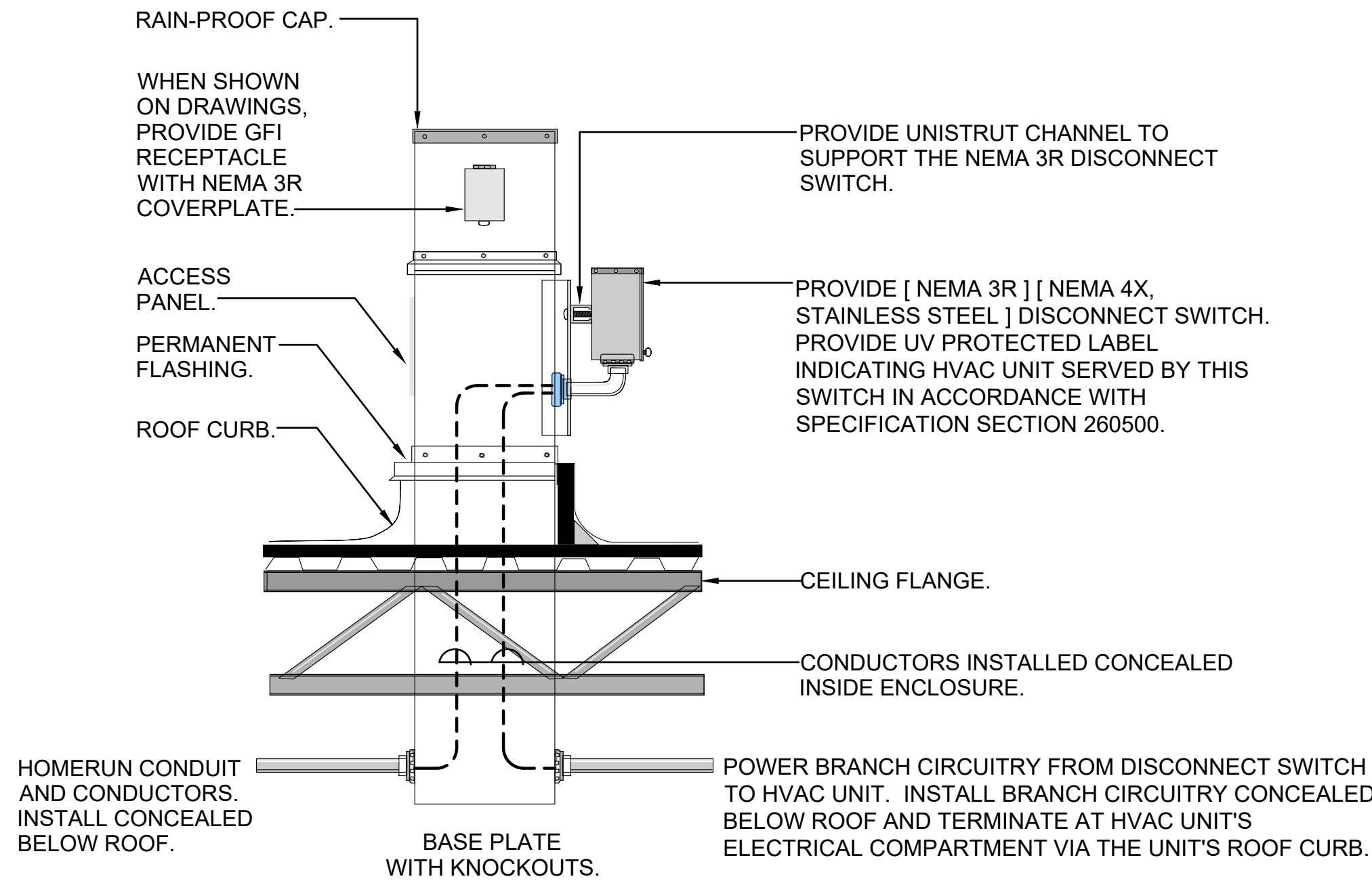
Submit questions regarding the Invitation for Bid in writing to the Issuing Office at shannon.bailey1@nn.k12.va.us no later than **3:00 PM on Thursday, September 25, 2025** Eastern Time. Necessary replies will be issued to all Bidders of record as addenda that shall become part of the contract documents. Oral instructions do not form a part of the bid documents.

3. **Electrical Drawings:** The original drawings omitted E-002, E-201, E-202, E-301, and E-401. Please see below drawings that are hereby included as part of the bid documents.
4. **Pre-Bid Sign-In Sheet and Agenda:** Please see below TCE and NNPS agenda and pre-bid conference sign-in sheets.



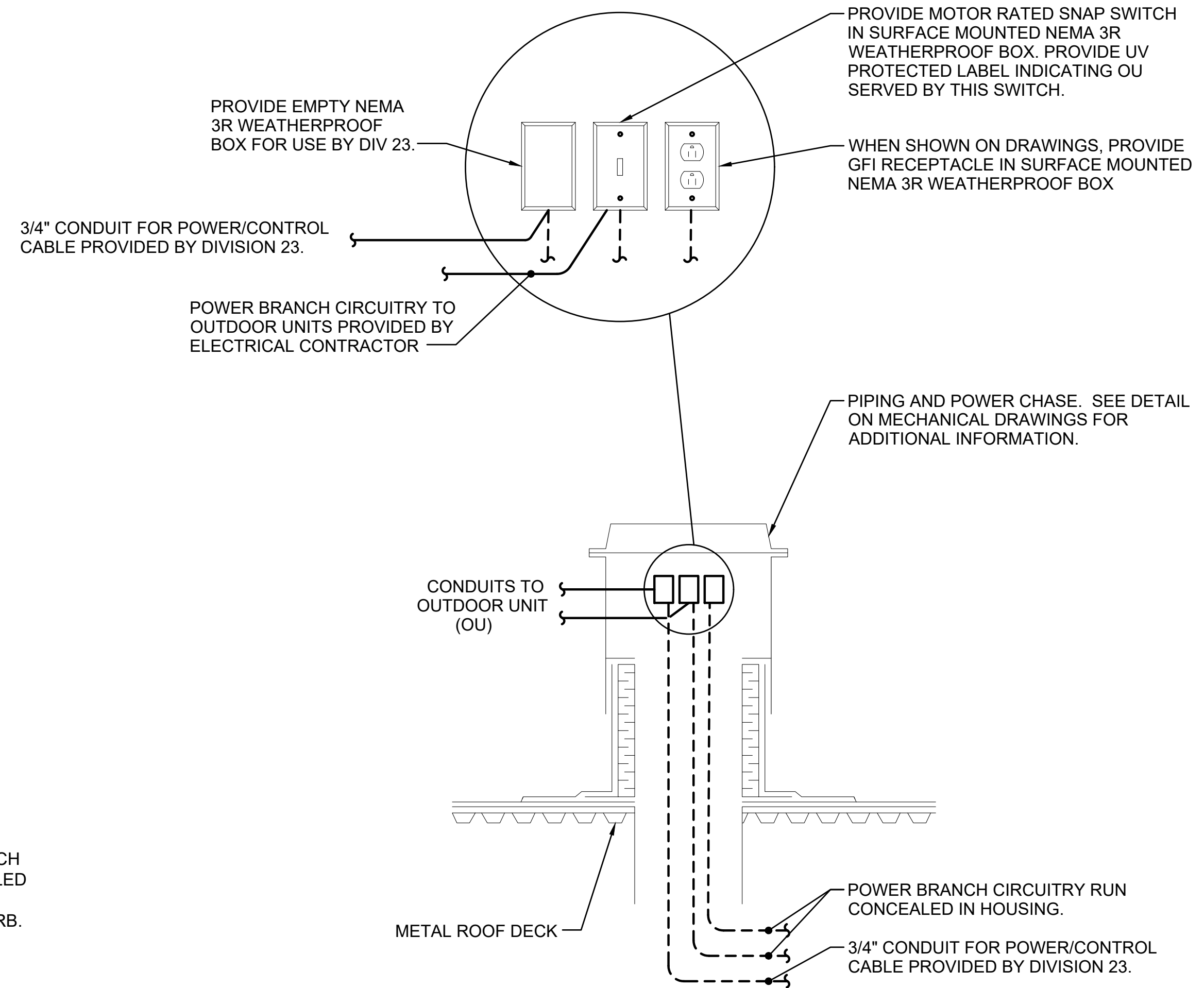
TYPICAL ROOF MOUNTED POWER PEDESTAL POST DETAIL 3

NOT TO SCALE
NOTE: PROVIDE ROOF POWER PEDESTAL, ELECTRA PORT STYLE 2 WITH SLOTTED BRACKETS AND RECEPTACLE OUTLET. INSTALL ON ROOF IN ACCORDANCE WITH MANUFACTURERS INSTRUCTION.



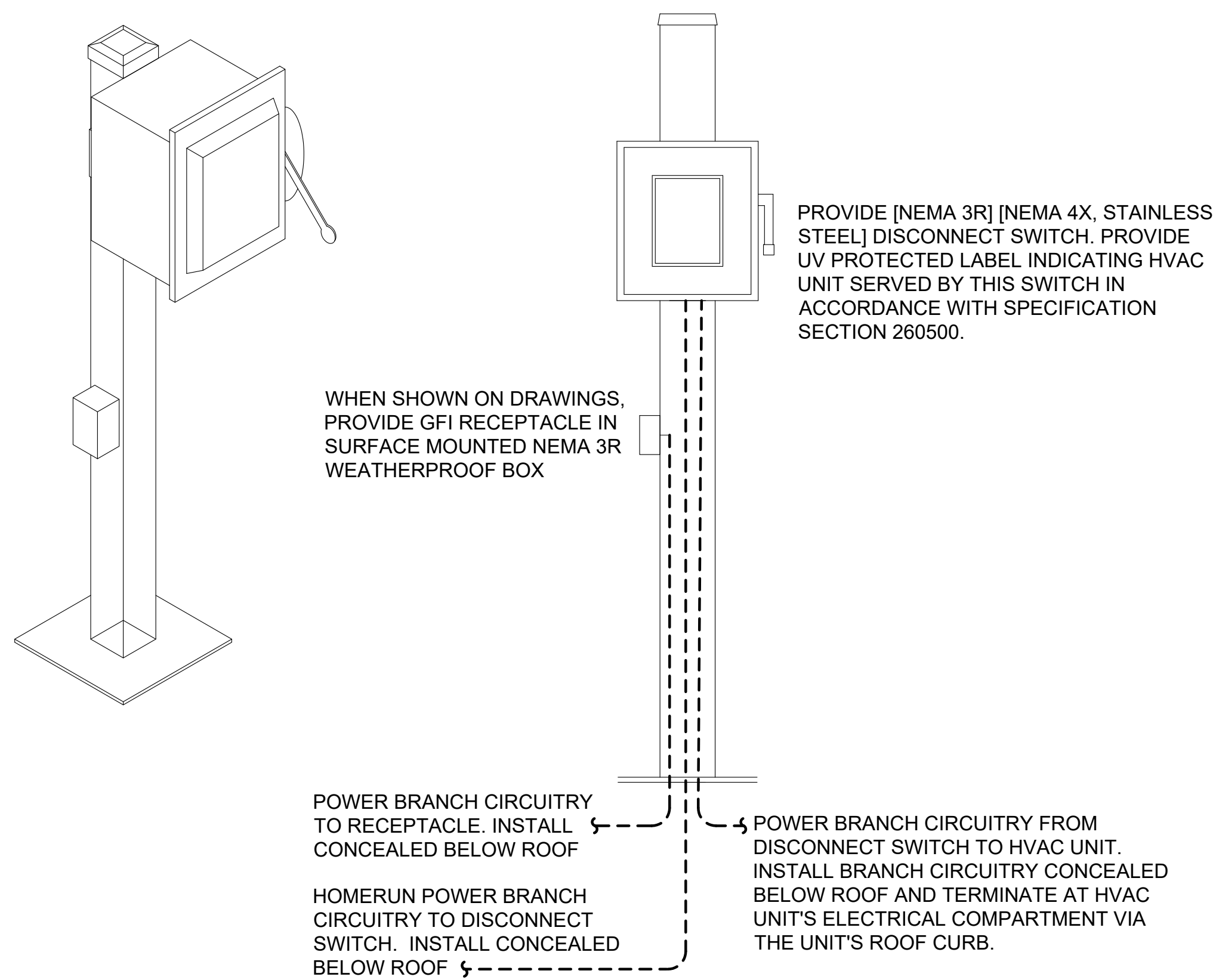
TYPICAL ROOF MOUNTED POWER PEDESTAL POST DETAIL 4

NOT TO SCALE
NOTE: PROVIDE ROOF POWER PEDESTAL, ELECTRA PORT STYLE 2 WITH SLOTTED BRACKETS AND RECEPTACLE OUTLET. INSTALL ON ROOF IN ACCORDANCE WITH MANUFACTURERS INSTRUCTION.



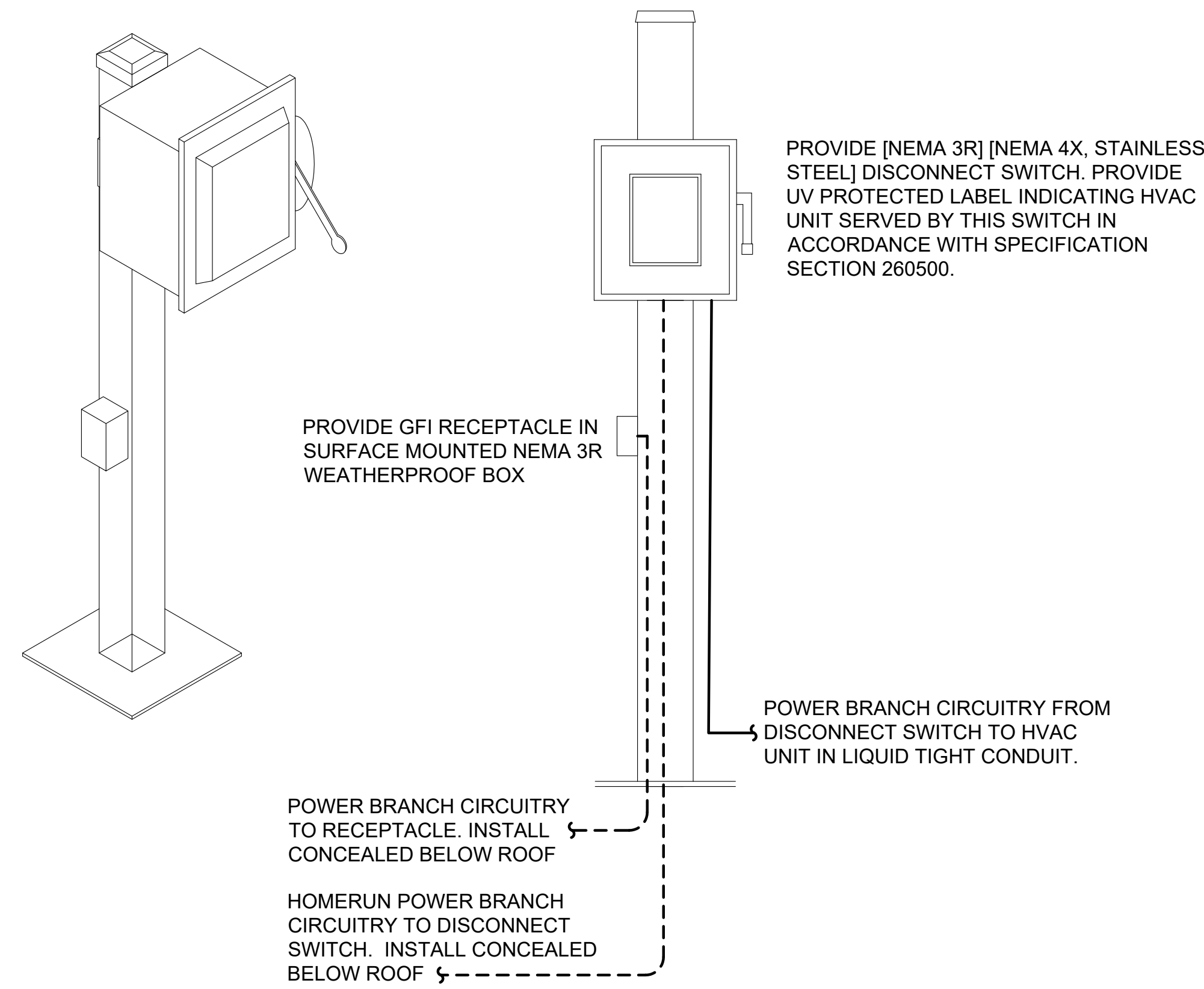
TYPICAL POWER ROOF CHASE HOUSING PENETRATION DETAIL

NOT TO SCALE



TYPICAL ROOF MOUNTED POWER PEDESTAL POST DETAIL 1

NOT TO SCALE
NOTE: PROVIDE POWER PEDESTAL, ORBIT INDUSTRIES 60" PEDESTAL BASE #PP-60-B WITH 60" PEDESTAL STAND #PP-60-S. INSTALL ON ROOF IN ACCORDANCE WITH MANUFACTURERS INSTRUCTION.

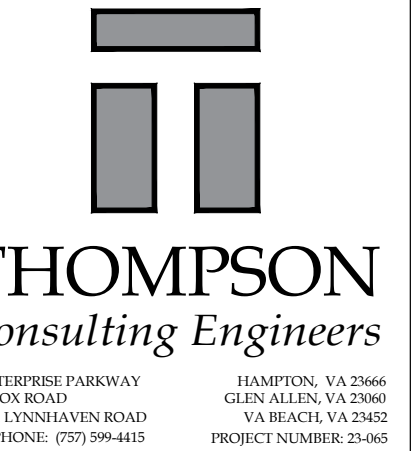
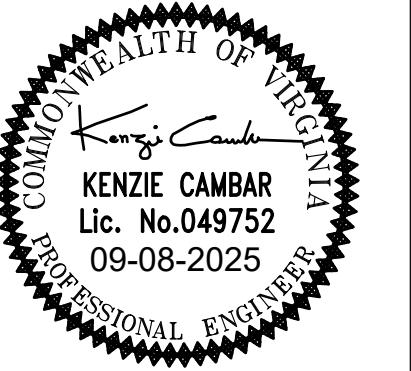


TYPICAL ROOF MOUNTED POWER PEDESTAL POST DETAIL 2

NOT TO SCALE
NOTE: PROVIDE POWER PEDESTAL, ORBIT INDUSTRIES 60" PEDESTAL BASE #PP-60-B WITH 60" PEDESTAL STAND #PP-60-S. INSTALL ON ROOF IN ACCORDANCE WITH MANUFACTURERS INSTRUCTION.

EXISTING ROOF WARRANTY

NOTE: ROOFING MEMBRANE IS STILL UNDER WARRANTY. *WARRANTY COMPANY: TREMCO, INC. & NUMBER: 275100924*. ALL ROOF WORK REQUIRED BY THIS PROJECT SHALL BE PERFORMED IN SUCH A MANNER THAT THE WARRANTY IS MAINTAINED. CONTRACTOR SHALL COORDINATE ALL WARRANTY REQUIREMENTS WITH OWNER & MANUFACTURER PRIOR TO PERFORMING ANY WORK ON ROOF. PLEASE CONTACT SHELTON CLOUGH, P.E. (757) 617-7663 SCLOUGH@TREMCOINC.COM OR STEPHEN LAMM, CDT (757) 619-4495 SLAMM@TREMCOINC.COM FOR PRICING AND REQUIREMENTS.



MENCHVILLE HIGH SCHOOL
HVAC SYSTEM REPLACEMENT

NEWPORT NEWS, VIRGINIA

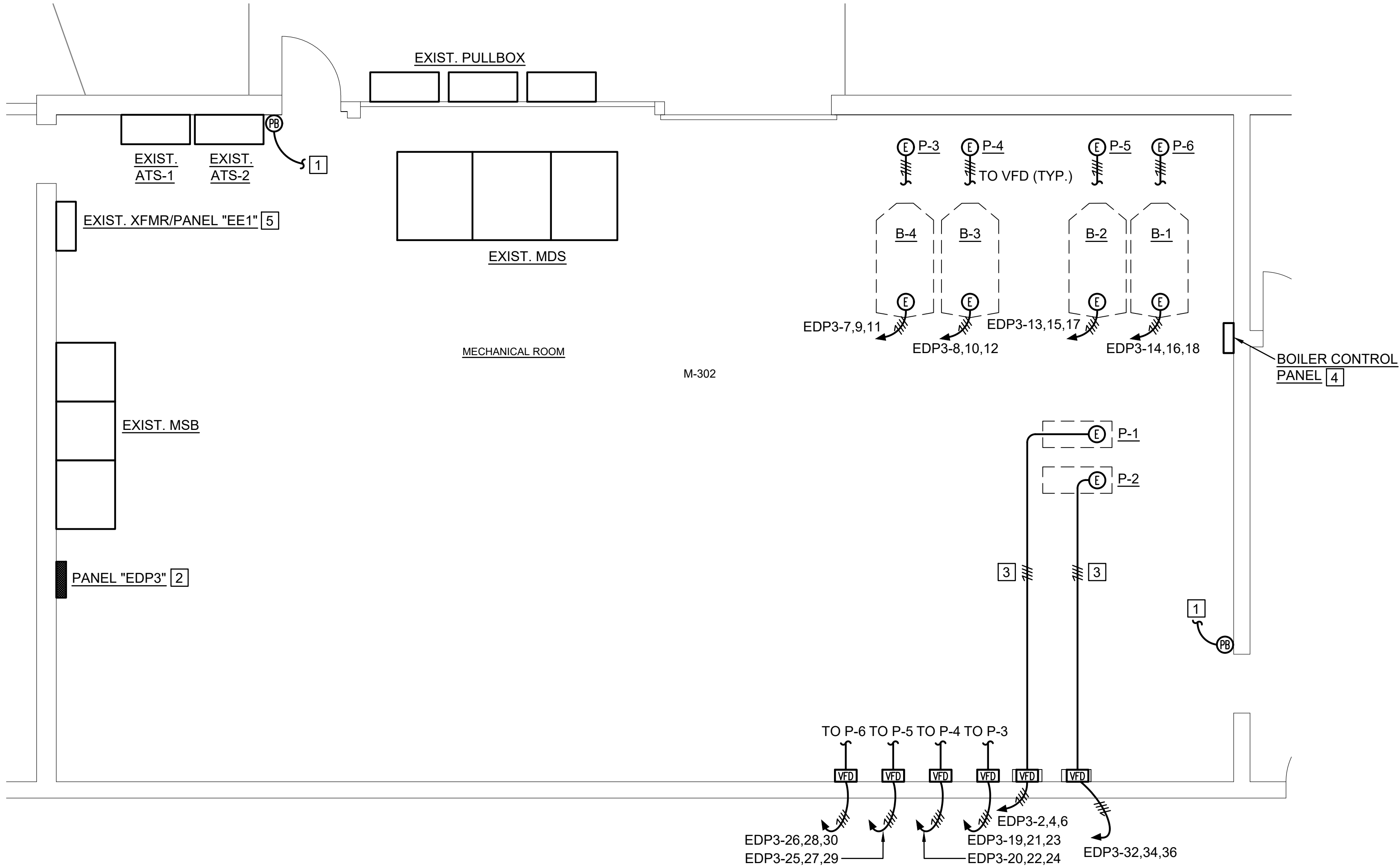
ELECTRICAL DETAILS

REVISIONS		
MARK	DESCRIPTION	DATE

COMM. NO: 23-065
DESIGNED BY: DWC
DRAWN BY: MWH
CHECKED BY: KC

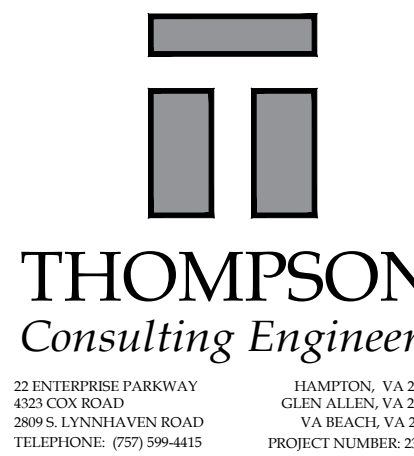
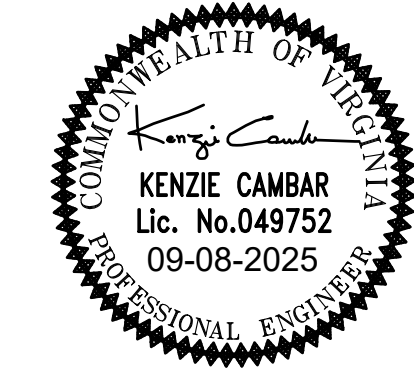
E-002

DATE: 09/08/2025



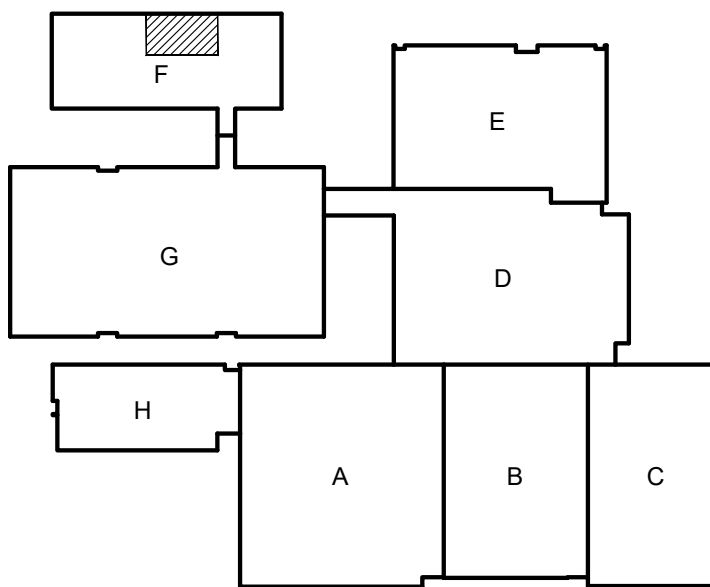
ENLARGED MECHANICAL ROOM PLAN - NEW WORK
SCALE: 1/4" = 1'-0"

- ### NEW WORK NOTES
- (THIS DRAWING ONLY)
- 1 PROVIDE BRANCH CIRCUITRY FROM BOILER PUSH BUTTON TO BOILER CONTROL PANEL. COORDINATE CONDUCTOR TYPES AND QUANTITY REQUIREMENTS WITH THE EQUIPMENT PROVIDER.
 - 2 NEW PANEL "EDP3".
 - 3 PROVIDE 3 #6 AND 1 #10 GROUND IN 1" CONDUIT.
 - 4 CONNECT BOILER CONTROL PANEL TO EXISTING BRANCH CIRCUIT SAVED DURING DEMOLITION.
 - 5 PROVIDE 3 #8 AND 1 #10 GROUND IN 1/4" CONDUIT. TERMINATE AT 40A-3P CIRCUIT BREAKER IN NEW PANEL "EDP3".



MENCHVILLE HIGH SCHOOL HVAC SYSTEM REPLACEMENT	
NEWPORT NEWS, VIRGINIA	
ENLARGED MECHANICAL ROOM PLANS - NEW WORK	

NOTE: EXISTING CONDITIONS ILLUSTRATED HAVE BEEN DETERMINED FROM ORIGINAL CONSTRUCTION DOCUMENTS AND LIMITED NON-INVASIVE FIELD INVESTIGATION. THE CONTRACTOR SHALL INVESTIGATE FIELD CONDITIONS PRIOR TO COMMENCEMENT OF WORK, COORDINATE AND MAKE ADJUSTMENTS AS NECESSARY.



KEY PLAN
NOT TO SCALE

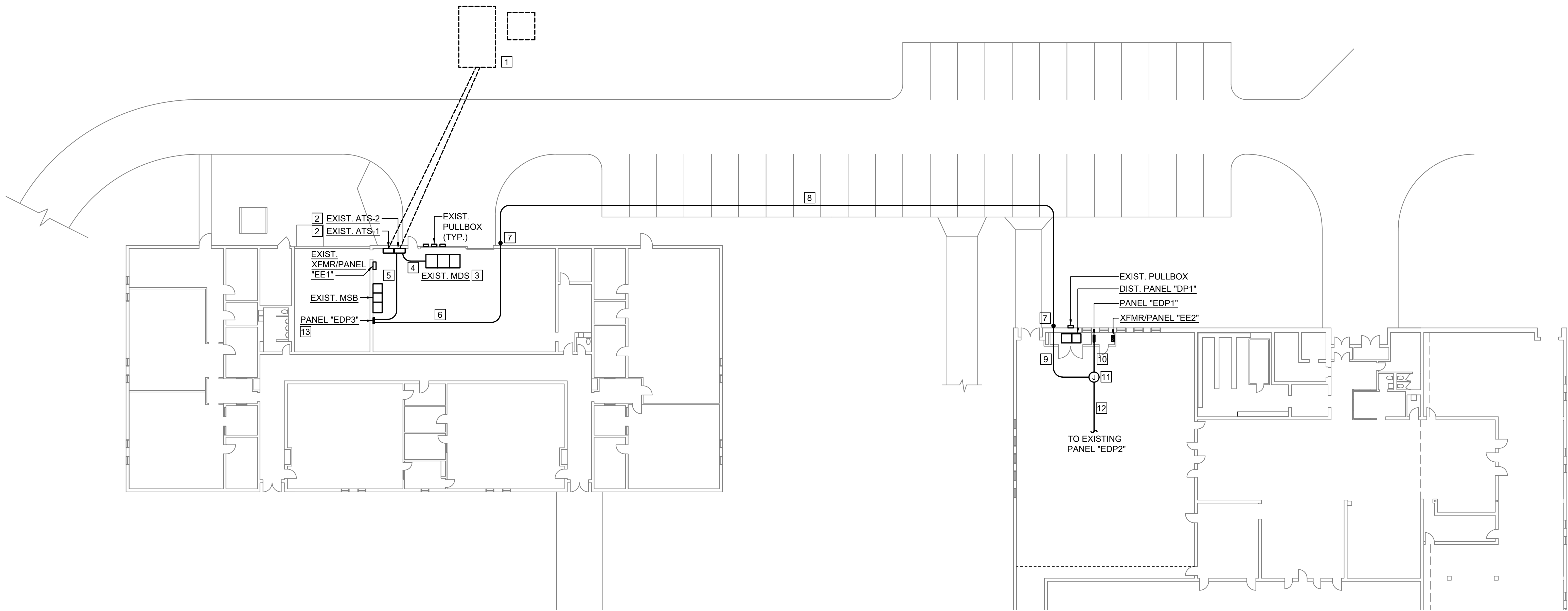
1/4" = 1'-0"
SCALE 2' 0' 2' 4' 6' 8' 10' FEET

REVISIONS		
MARK	DESCRIPTION	DATE

COMM. NO: 23-065
DESIGNED BY: DWC
DRAWN BY: MWH
CHECKED BY: KC

E-201

DATE: 09/08/2025



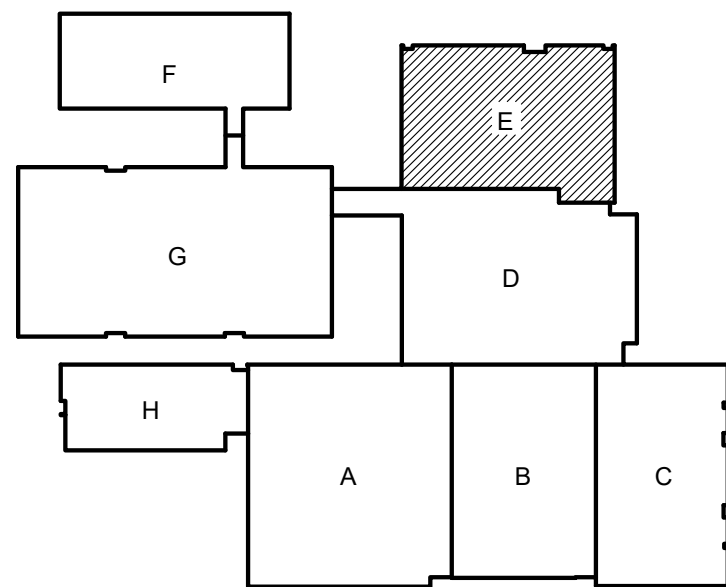
ELECTRICAL SITE PLAN - AREAS 'E' & 'F' - NEW WORK

SCALE: 1/16" = 1'-0"

NEW WORK NOTES

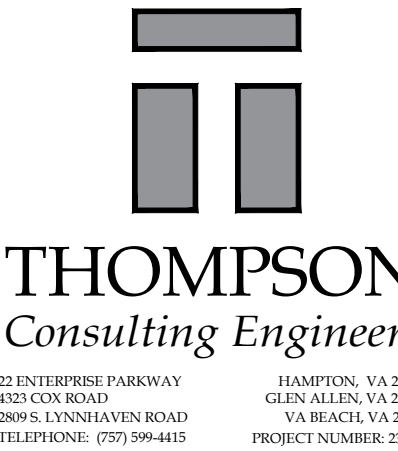
(THIS DRAWING ONLY)

- 1 ALL DEMOLITION AND NEW WORK ASSOCIATED WITH THE REMOVAL AND REPLACEMENT OF THE EXISTING GENERATOR WITH ENCLOSURE, FUEL TANK, CONCRETE PAD, AND CHAIN LINK FENCE WILL BE PERFORMED UNDER A SEPARATE CONTRACT. THE SEPARATE CONTRACT WILL ALSO INCLUDE THE REMOVAL AND REPLACEMENT OF ALL BRANCH CIRCUITS BETWEEN THE GENERATOR AND THE TWO EXISTING AUTOMATIC TRANSFER SWITCHES INSIDE THE MECHANICAL ROOM.
- 2 EXISTING ELECTRICAL EQUIPMENT TO BE REUSED.
- 3 REMOVE 100A-3P CIRCUIT BREAKER IN MDS SERVING ATS-2 AND TURN OVER TO OWNER. PROVIDE NEW 350A-3P CIRCUIT BREAKER AND MOUNTING HARDWARE. INSTALL CIRCUIT IN SAME SECTION AS EXISTING CIRCUIT BREAKER.
- 4 PROVIDE 4-500 KCMIL AND 1 #3 GROUND IN 3-1/2" CONDUIT. CONNECT NEW 350A-3P CIRCUIT BREAKER TO NORMAL TERMINALS ON EXISTING ATS-S2.
- 5 PROVIDE 4-500 KCMIL AND 1 #3 GROUND IN 3-1/2" CONDUIT. CONNECT NEW PANEL "EDP3" TO LOAD TERMINALS ON EXISTING ATS-2.
- 6 PROVIDE 4-500 KCMIL 1 #2 GROUND IN 3-1/2" CONDUIT TO SERVE EXISTING PANEL "EDP2". RUN CONDUIT IN MECHANICAL ROOM AS HIGH AS POSSIBLE. ATTACH CONDUIT TO EXISTING DRYWALL CEILING AS REQUIRED.
- 7 CORE DRILL EXTERIOR WALL FOR INSTALLATION OF CONDUIT. PROVIDE WEATHERPROOF LB CONDULET ON OUTSIDE OF BUILDING AND EXTEND CONDUIT TO BELOW GRADE. CONVERT CONDUIT TO PVC BELOW GRADE.
- 8 SAW CUT EXISTING CURBS AND PAVEMENT FOR INSTALLATION OF PANEL "EDP2" FEEDER. BURY CONDUIT 24" BELOW GRADE. PATCH CURBS WITH CONCRETE AND PAVEMENT WITH ASPHALT TO THE SATISFACTION OF THE OWNER. NOTIFY "MISS UTILITY" TO LOCATE AND MARK ALL EXISTING UNDERGROUND UTILITIES ALONG THE ENTIRE PATH OF THE NEW PANEL FEEDER.
- 9 PROVIDE 4-500 KCMIL AND 1 #2 GROUND IN 3-1/2" CONDUIT TO SERVE EXISTING PANEL "EDP2". RUN CONDUIT ABOVE THE EXISTING CAFETERIA CEILING.
- 10 DISCONNECT EXISTING PANEL "EDP2" FEEDER FROM CIRCUIT BREAKER IN PANEL "EDP1". REMOVE EXISTING CIRCUIT BREAKER AND TURN OVER TO OWNER. PROVIDE NEW SPACE COVERS IN PANEL. CHANGFE PANEL INDEX TO REFLECT ELIMINATED PANEL "EDP2".
- 11 PROVIDE JUNCTION BOX (SIZE AS REQUIRED) IN EXISTING PANEL "EDP2" FEEDER.
- 12 CONNECT EXISTING ALUMINUM FEEDER CONDUCTORS TO NEW COPPER CONDUCTORS IN JUNCTION BOX.
- 13 PROVIDE PANEL IN ACCORDANCE WITH PANELBOARD SCHEDULE DRAWING E-301.



KEY PLAN
NOT TO SCALE

1/8" = 1'-0"
SCALE
5' 0 5' 10' 15' 20'
FEET



MENCHVILLE HIGH SCHOOL HVAC SYSTEM REPLACEMENT	
NEWPORT NEWS,	VIRGINIA
ELECTRICAL SITE PLAN - AREAS 'E' & 'F' - NEW WORK	

REVISIONS		
MARK	DESCRIPTION	DATE

COMM. NO: 23-065
DESIGNED BY: DWC
DRAWN BY: MWH
CHECKED BY: KC

E-202

DATE: 09/08/2025

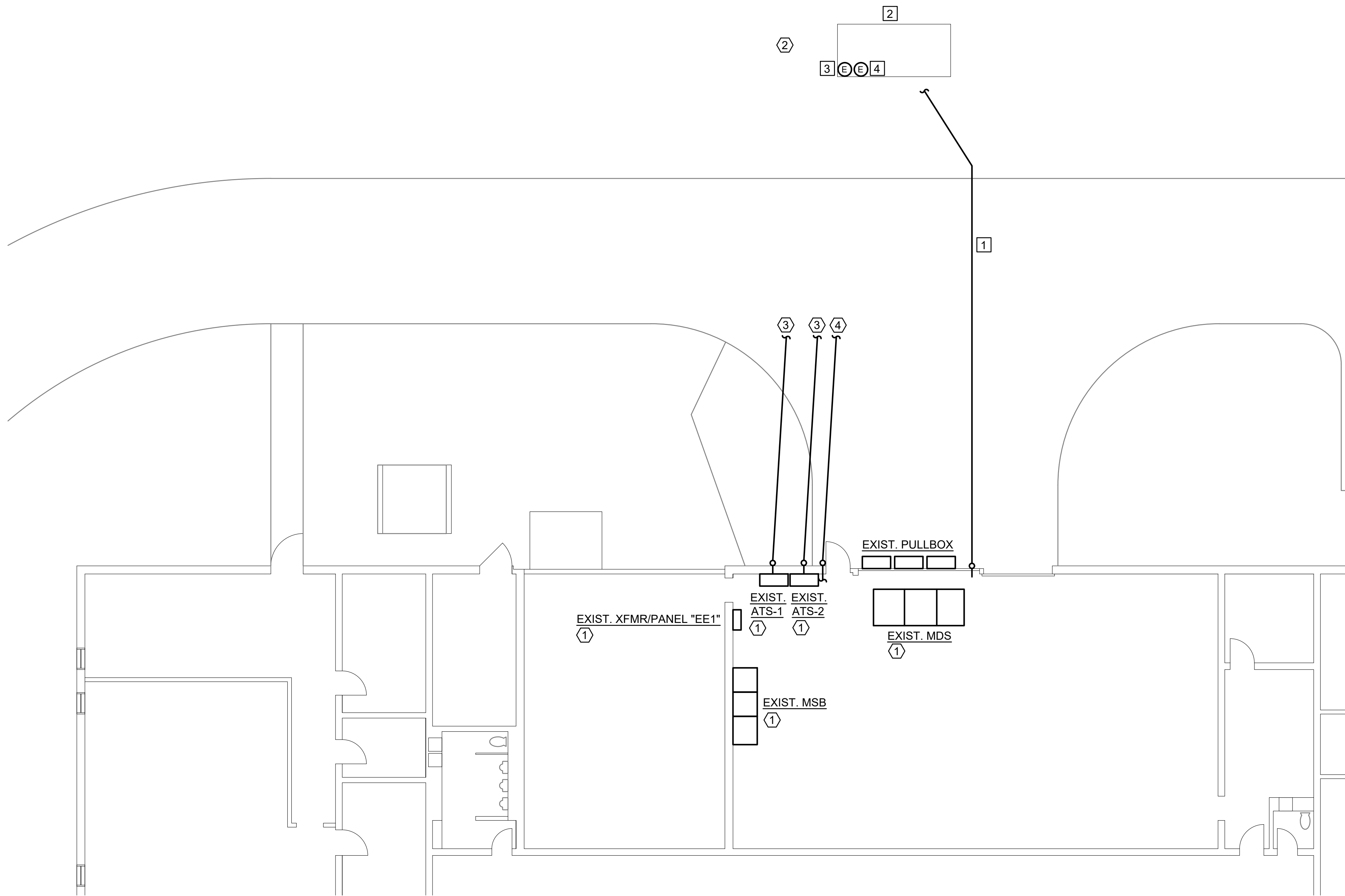
PANEL "GL-1" 100 AMP 480Y/277V, 3ø, 4W, M.L.O., SURFACE MTD.																							
LOAD SERVED	LOAD (AMPS)			CKT. BKR. KAIC	WIRE TRIP	CKT. NO.	PHASE			CKT. NO.	WIRE SIZE	CKT. BKR. KAIC	TRIP	LOAD (AMPS)			LOAD SERVED						
	A	B	C				A	B	C					A	B	C							
LIGHTS	EX				10	20	EX	1			2	EX	10	20	EX							LIGHTS	
LIGHTS		EX				20	EX	3			4	EX		20		EX						LIGHTS	
LIGHTS			EX			20	EX	5			6	EX		20			EX					LIGHTS	
LIGHTS	EX					20	EX	7			8	-		20	-							SPARE	
LIGHTS		EX				20	EX	9			10	-		20		-						SPARE	
LIGHTS			EX			20	EX	11			12	-		20			-					SPARE	
XFMR	EX					40	EX	13			14	-		-	-							SPACE	
		EX						15			16	-		-		-						SPACE	
			EX					17			18	-		-		-						SPACE	
SPACE	-				-	-	-	19			20	-		-	-							SPACE	
SPACE		-			-	-	-	21			22	-		-	-							SPACE	
SPACE			-		-	-	-	23			24	-		-	-							SPACE	
SPACE	-				-	-	-	25			26	-		-	-							SPACE	
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SPACE			-		-	-	-	29			30	-		-	-							SPACE	
SPACE	-				-	-	-	31			32	-		-	-							SPACE	
SPACE		-			-	-	-	33			34	-		-	-							SPACE	
SPACE			-		-	-	-	35			36	-		-	-							SPACE	
SPACE	-				-	-	-	37			38	-		-	-							SPACE	
SPACE		-			-	-	-	39			40	-		-	-							SPACE	
SPACE			-		-	-	-	41			42	-		-	-							SPACE	

PANEL "PDP-1" 600 AMP 480Y/277V, 3ø, 4W, M.L.O., SURFACE MTD.																							
LOAD SERVED	LOAD (AMPS)			CKT.BKR. KAC/CTRP	WIRE SIZE	CKT. NO.	PHASE			CKT. NO.	WIRE SIZE	CKT.BKR. KAC/CTRP	LOAD (AMPS)			LOAD SERVED							
	A	B	C				A	B	C				A	B	C								
SPARE	-				22	200	-	1					2	EX	22	100	EX				PANEL "AL2"		
		-						3					4					EX					
			-					5					6						EX				
DIMMER PANEL	EX					90	EX	7					8	EX		100	EX				UNKNOWN		
		EX						9					10					EX					
			EX					11					12							EX			
DIMMER PANEL #9	EX					90	EX	13					14	EX		60	EX				PANEL "AR1"		
		EX						15					16					EX					
			EX					17					18							EX			
SPACE	-				-	-	-	19					20	-		60	-				SPARE		
SPACE		-			-	-	-	21					22										
SPACE			-		-	-	-	23					24							-			
SPACE	-				-	-	-	25					26	-		-	-				SPACE		
SPACE		-			-	-	-	27					28	-		-	-				SPACE		
SPACE			-		-	-	-	29					30	-		-	-				SPACE		
SPACE	-				-	-	-	31					32	-		-	-				SPACE		
SPACE		-			-	-	-	33					34	-		-	-				SPACE		
SPACE			-		-	-	-	35					36	-		-	-				SPACE		
SPACE	-				-	-	-	37					38	-		-	-				SPACE		
SPACE		-			-	-	-	39					40	-		-	-				SPACE		
SPACE			-		-	-	-	41					42	-		-	-				SPACE		

SWITCHBOARD PDP2						
1600 AMP, 480Y/277 VOLT, 3 PHASE, 4 WIRE, MAIN LUGS ONLY, FREE STANDING, DEAD FRONT, BRACED FOR 22 KAIC.						
CKT. No.	TO FEED	BREAKER RATING	BREAKER FRAME	FEEDER		
				CONDUIT	WIRE	GROUND
1	SPARE	200A-3P	225 AMP	-	-	-
2	WATER HEATER B-1	400A-3P	400 AMP	EX	EX	EX
3	PANEL "BL3"	125A-3P	225 AMP	EX	EX	EX
4	SPARE	200A-3P	225 AMP	-	-	-
5	PANEL "CL2"	100A-3P	100 AMP	EX	EX	EX
6	BOYS & GIRLS LOCKERS	100A-3P	100 AMP	EX	EX	EX
7	PANEL 4 TRANSFORMER	60A-3P	100 AMP	EX	EX	EX
8	PANEL "BR1"	50A-3P	100 AMP	EX	EX	EX
9	PANEL "BL1"	30A-3P	100 AMP	EX	EX	EX
10	PANEL "BR2"	60A-3P	100 AMP	EX	EX	EX
11	PANEL "BL2"	30A-3P	100 AMP	EX	EX	EX
12	SPARE	60A-3P	100 AMP	-	-	-
13	SPACE	-	225 AMP	-	-	-
14	SPACE	-	225 AMP	-	-	-

PANEL "PDP-3" 600 AMP 480Y/277V, 3Ø, 4W, M.L.O., SURFACE MTD.																							
LOAD SERVED	LOAD (AMPS)			CKT.BKR. KAIC	WIRE TRIP	CKT. NO.	PHASE			CKT. NO.	WIRE SIZE	CKT.BKR. KAIC	TRIP	LOAD (AMPS)			LOAD SERVED						
	A	B	C				A	B	C					A	B	C							
PANEL "FL1"	EX			22	150	EX	1			2	EX	22	150	EX			PANEL "FL2"						
		EX					3			4					EX								
			EX				5			6						EX							
PANEL "FR3" & "FR4"	EX				150	EX	7			8	EX		60	EX			PANEL "FR1"						
		EX					9			10					EX								
			EX				11			12						EX							
PANEL "GL1"	EX				100	EX	13			14	EX		50	EX			PANEL "FR2"						
		EX					15			16					EX								
			EX				17			18						EX							
PANEL "AB"	-				90	EX	19			20	-		60	-			SPARE						
		-					21			22					-								
			-				23			24						-							
SPACE	-				-	-	25			26	-		-	-			SPACE						
SPACE		-			-	-	27			28	-		-	-			SPACE						
SPACE			-		-	-	29			30	-		-	-			SPACE						
SPACE	-				-	-	31			32	-		-	-			SPACE						
SPACE		-			-	-	33			34	-		-	-			SPACE						
SPACE			-		-	-	35			36	-		-	-			SPACE						
SPACE	-				-	-	37			38	-		-	-			SPACE						
SPACE		-			-	-	39			40	-		-	-			SPACE						
SPACE			-		-	-	41			42	-		-	-			SPACE						

PANEL "PDP-4" 600 AMP 480Y/277V, 3ø, 4W, M.L.O., SURFACE MTD.																							
LOAD SERVED	LOAD (AMPS)			CKT. BKR. KAC/CTRIP	WIRE SIZE	CKT. NO.	PHASE			CKT. NO.	WIRE SIZE	CKT. BKR. KAC/CTRIP	LOAD (AMPS)			LOAD SERVED							
	A	B	C				A	B	C				A	B	C								
PANEL "FL3"	EX			22	150	EX	1				2	EX	22	150	EX			PANEL "FL2"					
		EX					3				4					EX							
			EX				5				6						EX						
PANEL "FR5/7/10"	EX				100	EX	7				8	EX		150	EX			PANEL "FL4"					
		EX					9				10					EX							
			EX				11				12						EX						
PANEL "FR6/8"	EX				100	EX	13				14	EX		60	EX			WATER HEATER F3					
		EX					15				16					EX							
			EX				17				18						EX						
PANEL "C"	EX				90	3	19				20	EX		80	EX			ELEVATOR					
		EX					21				22					EX							
			EX				23				24						EX						
SPACE	—			—	—	—	25				26	—		—	—			SPACE					
SPACE				—	—	—	27				28	—		—	—			SPACE					
SPACE			—	—	—	—	29				30	—		—	—		—	SPACE					
SPACE	—			—	—	—	31				32	—		—	—			SPACE					
SPACE		—		—	—	—	33				34	—		—	—			SPACE					
SPACE			—	—	—	—	35				36	—		—	—		—	SPACE					
SPACE	—			—	—	—	37				38	—		—	—			SPACE					
SPACE		—		—	—	—	39				40	—		—	—		—	SPACE					
SPACE			—	—	—	—	41				42	—		—	—			SPACE					



EMERGENCY GENERATOR REPLACEMENT - DEMOLITION AND NEW WORK PLAN
SCALE: 1/8" = 1'-0"

DEMOLITION NOTES (THIS DRAWING ONLY)

- 1 EXISTING ELECTRICAL EQUIPMENT TO REMAIN.
- 2 REMOVE EMERGENCY GENERATOR, GROUND MOUNTED FUEL TANK AND BOTH CONCRETE PADS COMPLETE. REMOVE EXISTING GENERATOR BATTERY CHARGER AND JACKET WATER HEATER CONDUCTORS BACK TO PANEL "EE1". REMOVE ALL EXPOSED CONDUIT AND ABANDON CONDUIT RUN CONCEALED IN PLACE. PATCH HOLE IN EXISTING WALL ON BOTH SIDES TO MAKE WATERTIGHT TO THE SATISFACTION OF THE OWNER. TURN GENERATOR OVER TO THE OWNER.
- 3 REMOVE EXISTING CONDUCTORS BETWEEN GENERATOR AND EXISTING AUTOMATIC TRANSFER SWITCHES. REMOVE ALL EXPOSED CONDUIT AND ABANDON CONDUIT RUN CONCEALED IN PLACE. PATCH HOLE IN EXISTING WALL ON BOTH SIDES TO MAKE WATERTIGHT TO THE SATISFACTION OF THE OWNER.
- 4 REMOVE EXISTING CONTROL CONDUCTORS BETWEEN GENERATOR AND EXISTING AUTOMATIC TRANSFER SWITCHES. REMOVE ALL EXPOSED CONDUIT AND ABANDON CONDUIT RUN CONCEALED IN PLACE. PATCH HOLE IN EXISTING WALL ON BOTH SIDES TO MAKE WATERTIGHT TO THE SATISFACTION OF THE OWNER.
- 5 REMOVE CHAIN LINK FENCE AND POSTS AS REQUIRED FOR THE NEW EMERGENCY GENERATOR.

NEW WORK NOTES (THIS DRAWING ONLY)

- 1 APPROXIMATE ROUTING FOR ALL NEW BRANCH CIRCUITS AND FEEDERS BETWEEN NEW EMERGENCY GENERATOR AND THE EXISTING MECHANICAL ROOM. NOTIFY "MISS UTILITY" TO LOCATE AND MARK ALL EXISTING UNDERGROUND UTILITIES ALONG THE ENTIRE PATH OF THE NEW CONDUITS. SAW CUT EXISTING CURB AND PAVEMENT FOR INSTALLATION OF ALL CONDUITS. BURY CONDUIT 24" BELOW GRADE MINIMUM. TURN CONDUITS UP EXTERIOR WALL TO TOP OF WALL. CORE DRILL EXTERIOR WALL FOR INSTALLATION OF CONDUITS. PROVIDE WEATHERPROOF LB CONDULETS ON ENDS OF CONDUITS AND EXTEND CONDUITS THROUGH WALL TO EXISTING AUTOMATIC TRANSFER SWITCHES. PATCH CURBS WITH CONCRETE AND PAVEMENT WITH ASPHALT TO THE SATISFACTION OF THE OWNER.
- 2 NEW 300 KW 480Y/277 VOLT EMERGENCY GENERATOR SEE EMERGENCY POWER RISER DIAGRAM FOR ADDITIONAL REQUIREMENTS.

PROVIDE ELECTRICAL CONNECTION TO GENERATOR JACKET WATER HEATER. RUN HOMERUN TO EXISTING PANEL "EE1" FOLLOWING ROUTE OF FEEDERS FROM GENERATOR TO EXISTING AUTOMATIC TRANSFER SWITCHES.
- 3 PROVIDE ELECTRICAL CONNECTION TO GENERATOR BATTERY CHARGER. RUN HOMERUN TO EXISTING PANEL "EE1" FOLLOWING ROUTE OF FEEDERS FROM GENERATOR TO EXISTING AUTOMATIC TRANSFER SWITCHES.



MENCHVILLE HIGH SCHOOL
HVAC SYSTEM REPLACEMENT

NEWPORT NEWS,
VIRGINIA

PARTIAL ELECTRICAL PLAN - DEMOLITION & NEW WORK

REVISIONS		
MARK	DESCRIPTION	DATE

COMM. NO:	23-065
DESIGNED BY:	DWC
DRAWN BY:	DWC
CHECKED BY:	KC

E-401

DATE: 09/08/2025



THOMPSON

CONSULTING ENGINEERS

ATTENDEES: HVAC Replacement at Menchville HS, September 16, 2025

Name (print)	Company and Telephone Number	Email Address
1. HENTIK KEARNEY	Chesapeake Controls 757-344-7958	Heat@ChesapeakeControls.com
2. Ian Kevorkian	Colonial Webb 757-567-8637	ian.kevorkian@colonialwebb.com
3. Emily Russo	WMC (757) 643-4514	erusso@wphcorp.com
4. TRAVIS SUTTON	DEIC (257) 488-5065	tasutton@dekirby.com
5. Zack Bridgman	Comfort Systems VA 757-544-4219	zack@comfortsystemsVA.com
6. Greg Hechle	Carrier 315-313-2537	greg.hechle@carrier.com
7. Shawn Williams	Parservant 757-910-9545	eyoder@Parserv.com
8. Desmond Lockhart	Colonial Webb 757-4106-7223	desmond.lockhart@colonialwebb.com
9. Jonathan Delman	CARL ELECTRIC 757-236-3800	JD@CETI1.com
10. ROBERT ROSS	CARL ELECTRIC 757-755-5521	R Ross
11. Mike Powers	TCE	mpowers@tceva.com
12. Joey Allen	TCE	Jallen@tceva.com
13. Stephany Hale	TCE	shale@tceva.com
14. Bryan Johnson	Hobbs	bjohnson@hobbsassociates.com

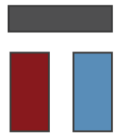


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ATTENDEES: HVAC Replacement at Menchville HS, September 16, 2025

Name (print)	Company and Telephone Number	Email Address
1. Ben Harrah	Virtexco 757-466-1114	cstimating@virtexco.com
2. Chris Young	NRC 757-719-3453	(NRCVA.com) Chris.Young@NRCVA.COM
3. Rob Potts	dpk.hg 757-544-1153	rolakeman@dpk.hg.com
4. Tom August	W. H. Schlosser 801-773-1300	ESTIMATING@WHSCLOSSER.COM
5. Darren Muncy	NNPS 757-881-9024	darren.muncy@nn.k12.va.us
6. Eric Compton	CWC 757-390-9285	eric.compton@cdcentralwebb.com
7. Carlo Davis	757-354-0114 ZB2	Carlo.davis@colburnwebb.com
8. Chris Zoby	757-463-5331	CZoby@ZBZINC.COM
9. Jeff Gill	678-744 757-575-4444	jeffrey.gill@nn.k12.va.us
10. Shannon Bailey	NNPS 757-591-4560	Shannon.bailey1@nn.k12.va.us
11.		
12.		
13.		
14.		



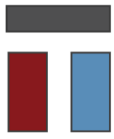
PRE-BID MEETING AGENDA

Date:	September 16, 2025
Owner:	Newport News Public Schools
Project Name:	Menchville HS – HVAC Replacement
State Project Number:	NA
TCE Project Number:	23-065

LOCATION: Menchville HS
275 Menchville Rd
Newport News, VA 23602

I. Project Personnel

- A. Owner's PM Newport News Public Schools
 PM Jeff Gill
 12580 Patrick Henry Dr.
 Newport News, VA 23602
 Phone: 757-670-7496
 Email: Jeffrey.gill@nn.k12.va.us
- B. Owner's Contact/
 Building Manager Wade Beverly
 Executive Director, Plant Services
 12580 Patrick Henry Dr.
 Newport News, VA 23602
 Phone: 757-881-5024
 Email: wade.beverly@nn.k12.va.us
- C. Engineer Thompson Consulting Engineers
 Project Manager: Stephany Hale
 22 Enterprise Parkway, Suite 120
 Hampton, VA 23666
 PM Phone: 757-978-2474
 PM Email: shale@tceva.com



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D. Construction Administrator/
Mechanical/
Electrical

Thompson Consulting Engineers
Mech CA: Mike Hale / Elec CA: Mike Powers
22 Enterprise Parkway, Suite 120
Hampton, Virginia 23666
Mech #757-510-6204 / Elec # 757-477-3714
Mech Email: mhale@tceva.com
Elec Email: mpowers@tceva.com

II. Overview of Project/Documents

A. Project Scope and Review

1. Provide split systems as indicated on drawings.
2. Provide new rooftop units as indicated on drawings.
3. Remove existing hot water piping, hot water pumps and boilers as identified on drawings.
4. Provide new hot water piping, hot water pumps and condensing boilers.
5. Replace exhaust fans as identified on the drawings.
6. Professional cleaning of existing ductwork.
7. Provide Commissioning for all new mechanical units, boilers, pumps, and controls.
8. All required electrical work to support the mechanical scope.

B. Schedule of Alternates – N/A

C. Schedule of Allowances – N/A

D. Prices – Base Bid

E. Drawings: One Volume consisting of mechanical and electrical plans, dated **September 8, 2025 (Structural Drawings included which requires special inspections, documentation for SI must be routed through plan review and all required signatures obtained).**

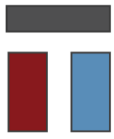
F. Specifications: One Volume dated **September 8, 2025.** (Asbestos Inspection Report included with six .pdfs)

1. Owner/Contractor Agreement: Issued by NNPS
2. Asbestos Abatement: Yes – Refer to Inspection Report
3. General Conditions: Refer to Client IFB

III. Bidding Procedures

A. Invitation for Bids: Includes instructions on where to obtain documents.

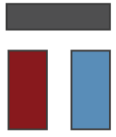
1. Shannon Bailey will discuss procedures.
2. Deadline for submitting bids is **2:00 P.M. sharp**, as determined by the Bid Officer, on **Tuesday, October 7, 2025.**
3. The bids will be opened publicly and read aloud beginning at **2:00 P.M.**, on **Tuesday, October 7, 2025**, at the same location.



- B. Instructions to Bidders: Refer to Client IFB
1. Withdrawal or modification of Bids: Refer to Article O IFB, Instructions to Bidders.
- C. Bid Form: Included in the IFB (attachment A).
- D. Questions Prior to Receipt of Bids:
1. Pre-Bid Question Form (included in the Specifications).
 2. All necessary responses to questions regarding Bid Documents prior to receipt of bids will be in writing by Addendum and sent to all document holders.
 3. Responses not in writing and not included in Addendum shall not be binding (refer to Article 2 in Instructions to Bidders).
 4. Pre-bid questions must reach the A/E at least six (6) days prior to the deadline for submitting bids. Deadline for submitting pre-bid questions is **3:00 PM on Tuesday, September 23, 2025.**
- E. Addenda: Addenda will be available for review and download from eVA. Addenda, which serve primarily to provide clarifications or corrections that do not require significant changes to the Bid documents and can be covered in a one (1) page Addendum may be issued up to six 10 days prior to bid date. Addenda which only delay or cancel the date for receipt of bids must be issued at least 24 hours prior to the date and time set for bid receipt.
- F. Bid Bond: \$100,000.00 or more, a bid bond of 5% of the total bid price is required.

IV. Project Conditions

- A. Project Duration: 365 consecutive calendar days per year from the date of commencement of the Work to Substantial Completion. Final Completion shall occur **60** days after Substantial Completion. **Liquidated damages are part of this contract and are assessed at \$2,500.00 per day.**
- B. Site Visits: A site visit will immediately follow this Pre-Bid Conference. Any additional site visits for bidders shall be coordinated through Owner's Representative Jeffery Gill, contact information included above.
- C. Job Site Safety: Contractor shall meet all local, state, and federal safety regulations. Construction means and methods shall remain the responsibility of the Contractor, as design professionals and Owner's inspectors are neither considered nor licensed as general contractors in the eyes of the law.
- D. Work Restrictions: Contractor work effort shall not interfere with current building activities. Any shutdowns of power must be organized with NNPS per project specs. Work may be performed during the school year. This work must be approved by the owner. Depending on the location of the work, this may be done during normal hours if there is no disturbance to the school. All workers must check in with the school security team prior to entering any area of the school.



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- E. Temporary Facilities and Utilities: Contractor shall provide temporary toilet facilities for all construction personnel UON. The owner may grant at their discretion the use of designated school facilities.
- F. Submittals: Provide submittals for all equipment as specified with performance data and electrical data included. Contractor shall pay close attention to the requirements noted on Attachment A as it pertains to submittals.

V. Owner Comments

VI. Contractor Questions

END OF PRE-BID AGENDA



Optional Pre-Bid Conference Agenda

September 16, 2025 at 10:00 AM EST

IFB #003-0-2026/SB – Menchville HS HVAC System Replacement

Location: 275 Menchville Road Newport News, VA 23605

Introductions:

Shannon Bailey, Director of Procurement

Jeff Gill, Mechanical Systems Engineer

Mike Powers - Thompson Consulting Engineers

Stephany Hale, Thompson Consulting Engineers

Kevin Allen, Thompson Consulting Engineers

Sign in, please print legibly

1. **Optional Prebid Conference:** This conference is held to answer any questions regarding the IFB. Any changes determined necessary as a result of this conference will be formally addressed by the issuance of an addendum on eVA and the NNPS Purchasing webpage. Attendance is optional. The purpose of the site visit is to acquaint the firms with any and all conditions at the site.
2. **Purpose:** The purpose of this contract is to obtain the services of a responsive, responsible contractor in accordance with plans and specs to include:
 - Provide split systems as indicated on drawings.
 - Provide new rooftop units as indicated on drawings.
 - Remove existing hot water piping, hot water pumps and boilers as identified on drawings.
 - Provide new hot water piping, hot water pumps and condensing boilers.
 - Replace exhaust fans as identified on the drawings.
 - Provide Commissioning for all new mechanical units, boilers, pumps, and controls.
 - All required electrical work to support the mechanical scope.
 - The intent is for work to be completed during the summer of 2026 and summer of 2027. Any work completed during the occupied periods, shall not disrupt the activities of the students, staff, and operations of the facility.
 -
3. **Contact with NNPS Staff:** Direct contact with NNPS staff, representatives, and/or agents other than Purchasing Department staff on the subject of this IFB or any subject related to this IFB is expressly **prohibited** except with the prior knowledge and permission of the Purchasing Agent. All questions and communication shall only be made with the Procurement Officer facilitating the IFB.
4. **IFB Deadline:** Bidder shall ensure its Bid is time stamped by the Issuing Office (12465 Warwick Blvd) no later than the Closing Date and Time shown on the cover page of the IFB.

Bids received after the specified date and time (time stamped 2:01 P.M. or later) will not be considered and will be retained in the Purchasing Office and marked "Late". **Bids are due October 7, 2025 at 2:00 PM EST, unless otherwise changed in a subsequent addendum.**



Bids shall be submitted in accordance with IFB Section J. Bid Submittal Requirements.

***Newport News Public Schools now provides an option to submit electronic copies of the requested bid/proposal through electronic means or hard copy/paper submissions. All bids may be submitted electronically online via eVA using the Bidder's established **eVA Supplier Account, in person, or by mail**. The entire bid response including any / all attachments and any / all addenda must be submitted electronically via eVA, in person, or mail no later than the closing date and time stated in the solicitation posting. **Faxed or emailed bids will not be accepted.**

It is the responsibility of the Bidder to ensure all required attachments are properly completed, readable and uploaded to eVA by the date and time deadline stated on the electronic solicitation posting. Bidders should allow sufficient time to account for any technical difficulties they may encounter during online submission or uploading of documents. In the event of technical difficulties, suppliers should contact **eVA Customer Care at 1-866-289-7367** or via email at eVACustomerCare@DGS.Virginia.gov. There are video links in the IFB to provide assistance with uploading your bid in eVA if you elect to submit electronically.

5. **Deadline for Questions:** Bidders must submit questions regarding the IFB in writing to the Issuing Office at shannon.bailey1@nn.k12.va.us **no later than 3:00 PM EST, September 23, 2025**. Necessary replies will be issued to all bidders of record as addenda that shall become part of the contract documents. Bidder is responsible for checking the www.eva.virginia.gov, NNPS Purchasing webpage, or contacting the Issuing Office prior to Bid closing to secure any addenda issued for this IFB.
6. **Period of Performance:** A certificate of substantial completion for the work, under this Contract, must be provided to the Owner by Contractor no later than **August 2, 2026 for Phase I and August 8, 2027 for Phase II**. The date of Substantial Completion is the date certified by the Architect/Engineer. Final completion shall be achieved on or before **October 2, 2026 for Phase I and October 8, 2027 for Phase II**.
7. **Bonds/Liquidated Damages:**
Bid Bond - Each Bidder shall submit with its bid that is \$100,000.00 or more, an original bid bond from a surety company selected by the Bidder that is authorized to do business in Virginia, or cashier's check, payable to Newport News Public Schools equal to five percent (5%) of the total bid price. The Bid Bond is a guarantee that if the contract is awarded to the Bidder, they will enter into the contract for the work mentioned in the bid.

Performance and Payment Bonds - Successful Bidder shall furnish to Owner a payment bond and a performance bond each equal to one hundred percent (100%) of the Contract price and each payable to Newport News Public Schools before any agreement is approved and issued if the Project assigned to the Successful Bidder is \$500,000.00 or more.

Liquidated Damages: If the Contractor fails to obtain and submit to Owner both a Certificate of Occupancy from the City of Newport News and a Certificate of Substantial Completion from the Architect within the time specified in the contract, the Contractor shall pay liquidated damages to Owner in the amount of **\$2,500.00** for each calendar day of delay until the work is completed and accepted and both certificates identified above have been properly authorized and submitted to Owner.
8. **Public Bid Opening:** The Bid-Opening will be conducted via ZOOM FORMAT and IN-PERSON at the Issuing Office and any bidder wishing to attend virtually shall utilize the link listed in the solicitation under Section II. Special Instructions to the Bidder, Letter N. Bid Opening. If any changes occur, the information will be issued in a subsequent addendum.



9. ***In the interest of the project schedule and to meet equipment lead times, the apparent low bidder shall submit shop drawings for all rooftop units, spring rails, and structural steel to the Owner/Engineer within ten (10) days of issuance of the Notice of Award. Failure to provide shop drawings that meet project requirements within this timeframe may affect the Phase 1 start date of June 2026 and will render the contractor non-responsive, resulting in rejection of the bid.
10. Contract Award: Contract award will be based on the TOTAL BASE BID AMOUNT (Part A) plus Additive Bid Items taken in sequence as the Owner in its discretion decides to award.
11. **Terms and Conditions:** Please review the General and Special Terms and Conditions of the IFB.
12. **Turn over to the A/E Team/NNPS Project Manager, take questions from Prospective Bidders and begin site tour**



OPTIONAL PRE-BID CONFERENCE

DATE : September 16, 2025

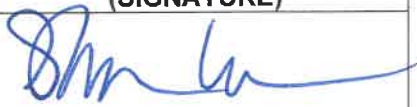
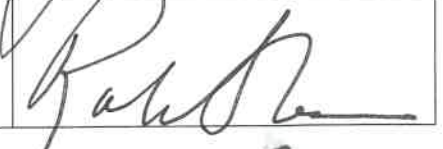
TIME: 10:00 A.M. (EST)

LOCATION: 275 Menchville Road Newport News, VA 23602

IFB: #003-0-2026/SB

TITLE: Menchville HS HVAC System Replacement

NUMBER OF ATTENDEES: 17

COMPANY NAME	REPRESENTATIVE'S NAME AND TITLE (PRINTED)	REPRESENTATIVE'S NAME (SIGNATURE)
Patuxent	Shawn Williams	
Virtexco	Ben Harrah	
Colonial Webb	Ian Kevorkian	
Colonial Webb	Desmond Lockhart	
WMC	Emily Russo	
Chad Electric	Jonathan DeMun	
Chad Electric	Robert Ross P.M.	

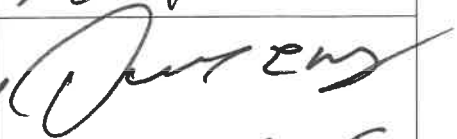
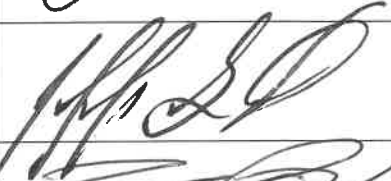
NRC
Carrier

Chris Young
Greg Heckle


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COMPANY NAME	REPRESENTATIVE'S NAME AND TITLE (PRINTED)	REPRESENTATIVE'S NAME (SIGNATURE)
TCE	Mike Powers Construction Admin	
Chesapeake controls	Heath Kearney Business Development	
ZBZ & ASSOCIATES ENRCS	Chris Zuby - president	
NNPS	Darren Munch Program Admin Engr CLIMATE CONTROLS	
IVNPS	Jeff Giv PM	
Comfort Systems NA	Jack Brüggen Estimator	
TCE	Stephany Hale PM/Mech Designer	Stephany Hale
NNPS	Shannon Bailey Director of Procurement	

All other provisions of the IFB shall remain unchanged.

Sincerely,
Shannon Bailey, VCCO, VCO
Director of Procurement
shannon.bailey1@nn.k12.va.us
757-591-4560 x10752

Name of Firm

Signature/Title

Date