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**RCSC Middle School**  
**HVAC Replacement**

**Project # 2025.0008**

**January 8, 2026**

**ADDENDUM NO. A-1**

This addendum is issued as a supplement to the plans and specifications and shall be considered an integral part of the same. Acknowledgement of receipt of this addendum is required on the Bid Form.

**Item:**               **A-1.1**  
**Location:**        Architectural  
**Description:**    Incorporate the Pre-Bid Meeting Minutes held 01/06/2026 and issued 01/08/2026 into the contract documents.

**Rochester Community School Corporation**  
**Middle School HVAC Replacement**  
**Pre-Bid Meeting Minutes**

**Project #** 2025.0008

**January 06, 2026**

**Minutes Issued: 01/08/2026**

**Location: Rochester Learning Center**

**Those Present:**

Jana Vance	RCSC, Superintendent	
Doug Bower	RCSC, Facilities Director	
Terry Thornsbury	Viridian Architectural Design	<a href="mailto:terry@viridian-design.net">terry@viridian-design.net</a>
Nate Fast	Viridian Architectural Design	<a href="mailto:nate@viridian-design.net">nate@viridian-design.net</a>

**See sign in sheet for additional attendees- Attached**

**ITEMS DISCUSSED:**

1. Sign-in Sheet was made available, and all attendees were asked to sign in.
2. Introductions were made aware of the Design Team Personnel.
3. The project is a public bid project, and the Indiana Common wage Act (Section 007375), applies to the project, see the requirements listed in the specifications.
4. There are a few checklists in the documents for the contractor to verify that all items are submitted. Section 004393 Bid Submittal covers items to be included in the bid submission, and 007400 Contractor Checklist covers items needed to execute the contract.
5. The project is tax exempt. There is a 5% Bid Bond and 100% Performance and Payment Bond.
6. There is a Contingency Allowance (Section 012100) that is to be included in the base bid.
7. RCSC is a **NO** tobacco campus to include all cigarettes, chewing tobacco, e-cigarettes, etc.
8. Bidders were allowed to inspect the site following the Pre-Bid. Contractors may contact Doug Bower for additional access to the site. [Doug.bower@zebras.net](mailto:Doug.bower@zebras.net)
9. Construction will start as soon as the project is awarded, by February 2026.
10. The project has a Substantial Completion deadline of Boiler Room, Penthouse, and Classrooms Operational by Friday, July 24, 2026. Substantial Completion by Monday, December 28, 2026.
11. Drawings and specification books can be ordered / picked up at Eastern Engineering in Fort Wayne (1239 Wells Street, Fort Wayne, IN, P: 800-782-4115). Bidders must purchase drawings from Eastern Engineering in order to be on Bidder List and Receive addenda updates. Complete hard copy sets can be purchased for a

\$400 refundable deposit. Sets may be returned that are complete, reasonably clean, and free of pen / pencil or highlighter marks within 10 days from Bid date.

12. All questions and requests for substitutions shall be submitted to Nate Fast via email ([nate@viridiandesign.net](mailto:nate@viridiandesign.net)) no later than 12 noon Monday, January 12, 2026 for consideration.
13. Rochester Community Schools will be receiving sealed Bids for the MS HVAC Replacement project up until 11:00 am on Monday, January 19, 2026, at the Rochester Learning Center, mailing address: 1818 Park Road, Rochester, Indiana 46975. Bid opening will be immediately after.
14. Terry mentioned that Contractors shall purchase new ceiling panels to replace the grayed areas shown on the reflected ceiling plan and shall be included in the Base Bid Sum. An updated drawing will be provided in the Addendum.
15. Terry stated that the specification that mentions 2-cubed as the Temperature Controls Contractor will instead be changed to ICS to keep consistent with the existing school campus system. An updated specification will be included in the Addendum.
16. The project has a Contingency Allowance of \$250,000 to be included in the Base Bid sum.
17. Terry noted that contractors are to pay close attention to the Deduct Alternates List and to be sure to include all work associated (architectural, mechanical, and electrical) for all associated items.
18. Terry stated that the roofing warranty is provided by Morris and Son's Roofing. The information for the Contractor is on the drawings. Coordinate with them as needed for roof modifications required.
19. Questions asked during the Pre-Bid Meeting and walk-through will be addressed in a forthcoming Addendum.

Any revisions to these minutes, please notify the undersigned.

Respectfully submitted,

A handwritten signature in black ink that reads "Nate Fast". The signature is stylized and written in a cursive-like font.

Nate Fast, Architect  
Viridian Architectural Design, Inc.



**RCSC - MS HVAC Replacement**  
**Project No. 2025.0008**  
**Pre-Bid Meeting**  
**(Rochester Indiana)**

Date: January 5, 2026

**SIGN-IN SHEET**

Please Print Legibly & Leave a Business Card

NAME	COMPANY	E-MAIL
JEFF BUCHER, JR.	E. J. WHITE, INC.	jbucher@ejwhiteinc.net
Jacob Miller	D. A. DODD	jacobmiller@dadd.com
Brad Nieman	Electric Plus	brnieman@electricplus.com
JOHN FEEKS	Herrman & Goetz	jfeeks@hgservices.com
Jason Cox	Benchmark Mech	jcox@benchmarkmechanical.com
Jeff Fissel	FSSC ELECT	jeff.fissel@montier.com
Phil Shros	Stu Electric	pshrock@jandjelectnc.net
TONY GABLE	MICHIANA CONTRACTING	TONYGA@MICHIANACONTRACTING.COM
Brad Yoder	R. Yoder Const.	brad@syoderconstruction.com
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Dave Able	DAD	dave.able@dand-electric.com
Mark McKee	FCS	mmckee@innovativecontrols.com
Todd March	B-N-B	Todd@bbsc.us