

## Addendum No. 1

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Date: 3/18/2026

Project Name and Phase: BCSD 2024 Capital Project

CSArch Project No. 215-2402

SED Control No.

Theodore Roosevelt Elementary School 03-02-00-01-0-010-014

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REGISTRATION EXPIRATION DATE 01/31/2029

Architect's Seal

This Addendum No. 1 forms part of the Contract Documents and modifies the original bidding documents dated March 12, 2026. Addendum No. 1 consists of 1 page(s) and 2 specification sections.

### REVISIONS TO THE PROJECT MANUAL

1. Section 001113 – Advertisement for Bids. **REPLACE** with attached. (Note corrected contact information for RevPlans).
2. Section 002113 – Instructions to Bidders. **REPLACE** with attached. (Note corrected contact information for RevPlans).

END OF ADDENDUM NO. 1

**DOCUMENT 001113 – ADVERTISEMENT FOR BIDS**

Architect:  
CSArch  
19 Front Street  
Newburgh, NY 12550  
PH: 845-561-3179

Owner:  
Binghamton City School District  
164 Hawley Street  
Binghamton, NY 13901

The Owner, Binghamton City School District, will receive sealed bids to furnish materials and labor to complete the 2024 Capital Project. Each bid shall be on a stipulated sum basis for the following contracts:

- Contract No. 1 – Building Demolition.
- Contract No. 2 – General Construction.
- Contract No 3 – Mechanical Construction.
- Contract No 4 – Plumbing Construction.
- Contract No 5 – Electrical Construction.

One copy of sealed bids will be received until **2:00 PM Prevailing time on Tuesday, April 14, 2026** at the Binghamton City School District, District Office, 164 Hawley Street, Binghamton New York 13901. Bids received after this time will not be accepted and returned to Bidder unopened. Bids will be opened publicly and read aloud after specified receipt time. All interested parties are invited to attend.

Bidding Document drawings and specifications may be examined starting on **Monday, March 16, 2026** free of charge at the following locations:

Northern New York Builders Exchange, Inc.  
22074 Fabco Road  
Watertown, NY 13601  
315-788-1330  
[www.nnybe.com](http://www.nnybe.com)

CSArch  
40 Beaver Street  
Albany, New York 12207  
518-463-8068  
[mandrews@csarchpc.com](mailto:mandrews@csarchpc.com)

Note: Examination by appointment only.

Syracuse Builders Exchange  
6563 Ridings Road  
Syracuse, NY 13206  
315-437-9936  
[www.syrabex.com](http://www.syrabex.com)

Eastern Contractors Association, Inc.  
6 Airline Drive  
Albany, NY 12205  
518-869-0961  
[www.ecainc.org](http://www.ecainc.org)

Mohawk Valley Builders Exchange  
10 Main Street, Suite 202  
Whitesboro, NY 13492  
315-736-2441  
[www.mvbe.com](http://www.mvbe.com)

Dodge Lead Center  
McGraw Hill Construction  
2 Penn Plaza, 9th Floor  
New York, NY 10121  
800-393-6343  
[www.dodgeprojects.construction.com](http://www.dodgeprojects.construction.com)

Construct Connect  
3825 Edwards Rd.  
Suite 800  
Cincinnati, OH 45209  
800-364-2059  
[www.ConstructConnect.com](http://www.ConstructConnect.com)

Works In Progress  
20 Farrell Street  
South Burlington, VT 05403  
800-286-3633  
[www.worksinprog.com](http://www.worksinprog.com)

It is the intention of this Project to be both environmentally and fiscally conscious of paper use and consumption. Therefore, documents will be distributed as digital sets. Bidding Documents, Drawings, and Specifications, may be viewed online free of **charge beginning Monday, March 16, 2026** at [www.csarchplanroom.com](http://www.csarchplanroom.com) or [www.usinglesspaper.com](http://www.usinglesspaper.com) under 'Public Projects', or electronically downloaded for a non-refundable charge of **one hundred dollars (\$100.00)**.

Complete sets of Bidding Documents, Drawings, and Specifications, on compact disc (CD) may be obtained from *Rev, 28 Church Street, Warwick, New York 10990 Tel: ~~(845) 651-3845, (845-544-3440~~ **Addendum 1** upon depositing the refundable sum of **one hundred dollars (\$100.00)** for each combined set of documents. Checks or money orders shall be made payable to the Binghamton City School District.*

Each Bidder must deposit a Bid Security. As bid security, each proposal shall be accompanied by Certified Check or Bid Bond made out to Owner, in accordance with amounts and terms described in INSTRUCTIONS TO BIDDERS. All Bids will remain subject to acceptance for forty-five (45) days after the Bid Opening. Owner may, in its sole discretion, release any Bid and return Bid Security prior to that date.

A Pre-Bid Conference will be held at **3:30 PM** prevailing time, on **Tuesday, March 24, 2026** at the Binghamton City School District, Theodore Roosevelt Elementary School, 9 Ogden Street, Binghamton, NY 13901. Attendance at this meeting is STRONGLY ENCOURAGED as the Owner, Architect and consultants will be present to discuss the Project. Attendees should anticipate 30 minutes Q & A session. The Architect will transmit to all listed Bidders record of Addenda in response to questions arising at the Conference.

Bids shall not include New York State sales and compensating use taxes on materials and

supplies incorporated into the Work, the Owner being exempt therefrom. The Bidders must comply with New York State Department of Labor Prevailing Wage Rate Schedule and conditions of employment.

The Binghamton City School District reserves the right to waive any informalities or irregularities in the Bids received, or to reject all Bids without explanation.

By Order Of: Binghamton City School District

END OF DOCUMENT 001113





DOCUMENT 002113 - INSTRUCTIONS TO BIDDERS

PART 1 – DEFINITIONS

- A. Bidding Documents include the Bidding Requirements and the proposed Contract Documents. The Bidding Requirements consist of the Advertisement for Bids, Instruction to Bidders, the Bid Form, Supplementary Bid Forms and other sample bid and contract forms.
- B. The Contract Documents include the executed Contract Forms between the Owner and Contractor, Contractor's executed Bid Form, executed Supplementary Bid Forms, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications and all Addenda issued prior to execution of the Contract.
- C. Definitions set forth in the General Conditions of the Contract of Construction, or in other Contract Documents are applicable to the Bidding Documents.
- D. Addenda are written, or graphic instruments issued by the Architect prior to the execution of the Contract which modify or interpret the Bidding Documents by additions, deletions, clarifications or corrections.
- E. A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.
  - 1. Wherever the word "Bid" occurs in the documents, it refers to Bidders Proposal.
- F. The Base Bid is an amount stated on the Bid for which the Bidder offers to perform the Work described in the Bidding Documents.
- G. An Alternate is an amount stated on the Bid Form to be added to or deducted from the amount of the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted by the Owner.
- H. A Unit Price is an amount stated on the Bid Form as a price per unit of measurement for materials, equipment or services for a portion of the Work as described in the Bidding Documents.
- I. A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.
  - 1. A Sub-bidder is a person or entity who submits a Bid to a Bidder for materials, equipment or labor for a portion of the Work.

## PART 2 – BIDDER'S REPRESENTATIONS

- A. The Bidder by making a Bid represents that:
1. The Bidder has read and understands the Bidding Documents, to the extent that such documentation relates to the Work for which the Bid is submitted, and for other portions of the Project, if any, being Bid concurrently or presently under construction.
  2. The Bid is made in compliance with the Bidding Documents.
  3. The Bidder has visited the site, become familiar with local conditions under which the Work is to be performed and has correlated the Bidder's personal observations with the requirements of the proposed Contract Documents.
    - a. Bidders may visit the existing facilities by making prior arrangements with Binghamton City School District.
  4. The Bid is based upon the materials, equipment and systems required by the Bidding Documents without exception.
- B. Each Bidder is required to form an individual opinion of the quantities and character of construction work by personal examination of the site and all existing facilities where the project work is to be done, and of the plans and specifications relating to it by such means as is preferred. Each Bidder shall inspect accessible concealed areas of existing construction, provided no significant permanent damage is inflicted upon the property. Lack of knowledge about conditions in accessible concealed areas shall not be the basis for additional cost claims at a later time.

## PART 3 – BIDDING DOCUMENTS

### 3.1 COPIES

- A. It is the intention of this Project to be both environmentally and fiscally conscious of paper use and consumption. Therefore, documents will be distributed as digital sets. Bidding Documents, Drawings and Specifications, may be viewed online free of charge beginning Monday, March 16, 2026 at [www.csarchplanroom.com](http://www.csarchplanroom.com) under "Public Projects," or electronically downloaded for a non-refundable charge of one hundred dollars. (\$100.00)
1. In order to access online documents and information, a log in is required. New users can create a free online account upon visiting site by clicking "register for an Account."
  2. Complete sets of Bidding Documents, Drawings, and Specifications, on compact disc (CD) or USB flash drive may be obtained from *Rev, 28 Church Street, Warwick, New York 10990 Tel: ~~(845) 651-3845~~, (845)-544-3440, **Addendum 1*** upon depositing

the sum of one-hundred dollars (\$100.00). Checks or money orders shall be made payable to ***Binghamton City School District***.

3. Deposit is refundable in accordance with the terms in the Instructions to Bidders to all submitting bids. Any bidder requiring (CD's) to be shipped shall make arrangements directly with the printer and pay for all packaging and shipping costs.
  4. Any bidder requiring paper copies of the Bidding Documents, Drawings and Specifications shall make arrangements directly with the printer and pay for all printing, packaging and shipping costs. Such costs are non-refundable.
- C. Bidders shall use complete sets of Bidding Documents in preparing Bids; neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.
- D. The Owner and Architect are making copies of the Bidding Documents available on the above terms for the purpose of obtaining Bids on the Work. No license or grant of use is conferred by issuance of copies of the Bidding Documents.

### 3.2 INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS

- A. The Bidder shall carefully study and compare the Bidding Documents with each other, and with other work being Bid concurrently or presently under construction to the extent that it relates to the Work for which the Bid is submitted, shall examine the site and local conditions, and shall at once report to the Architect errors, inconsistencies or ambiguities discovered. All reports to the Architect shall be in writing.
- B. No interpretation of the meaning of the Bidding Documents, existing conditions, or of the scope of Work will be made verbally. Provide every request for such interpretation in writing, addressed to CSArch, Attention: Jamie Berkeley-Hartjen, email: [jberkeley-hartjen@csarchpc.com](mailto:jberkeley-hartjen@csarchpc.com), with the subject line filled out to read "Binghamton City School District – 2024 Capital Project" and to be given consideration must be received no later than **4:00 PM on Tuesday April 7, 2026**.
- C. Interpretations, corrections and changes of the Bidding Documents will be made by Addendum. Interpretations, corrections and changes of the Bidding Documents made in any other manner will not be binding, and Bidders are not required to rely upon them.
- D. The Bidding Documents for this project have been prepared using certain existing documents furnished by the Owner, which pertain to the construction of the existing conditions, and limited observations obtained by the Architect at the project site.

1. More extensive investigations of existing conditions, including disassembly or testing of existing building components, was not undertaken by the Architect.
2. Portrayal of such existing conditions obscured or concealed from the Owner or Architect's view prior to the start of this Project's construction activities, is based on reasonable implications and assumptions. The Owner and Architect do not imply or guarantee to the Bidders, in any way, that such portrayals are accurate or true existing conditions.

### 3.3 EQUIVILENTS

- A. Each Bidder shall base his Bid upon the materials and equipment described in the Bidding Documents to the fullest extent possible.
- B. In the specifications, two or more kinds, types, brands, or manufacturers or materials may be named. They shall be regarded as the required standard of quality, and overall, are judged to be equivalent by the Architect. The Bidder may select one of these named items as the basis for his Bid or, if the Bidder desires to use any other kind, type, brand, or manufacturer or material other than those named in the specification, he shall indicate in writing, when requested, and prior to the award of the Contract, what kind, type, brand, or manufacturer he proposes in lieu of the named specified item(s).

### 3.4 ADDENDA

- A. All bid addenda will be transmitted to registered plan holders via e-mail and will be available on [www.csarchplanroom.com](http://www.csarchplanroom.com). Plan holders who have paid for CD's or hard copies of the bid documents will need to make the determination if hard copies of the addenda are required for their use and coordinate directly with the printer for hard copies of addenda to be issued.
  1. There will be no charge for registered plan holders to obtain hard copies of the bid addenda.
- B. Copies of Addenda will be made available for inspection wherever Bidding Documents are on File for that purpose.
- C. Addenda will not be issued later than five (5) business days prior to the time specified for receipt of Bids, except any Addendum withdrawing the request for Bids or one which includes postponement of the time for receipt of Bids.
- D. Each Bidder shall ascertain upon submitting a Bid that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt on the Bid Form.

### 3.5 TAX LIABILITY

- A. Bidders are exempt from payment of manufacturer's excise taxes for materials purchased for the exclusive use of the Owner, provided that manufacturer has complied with rules and regulation of the Commissioner of Internal Revenue Service.
- B. New York State Sales Tax does not apply to this project. Contractors are exempt from payment on purchase of materials for the execution of this Contract and such taxes shall not be included in Bids. Exemption Certificates will be provided upon request.
- C. All other taxes shall be included in the Bid.

### 3.6 PRE-BID CONFERENCE

- A. The Pre-Bid Conference will be held on **Tuesday, March 24, 2026 at 3:30 PM** local time.
  - 1. The Pre-bid conference will be held in the Binghamton City School District, Theodore Roosevelt Elementary School, 9 Ogden Street, Binghamton, NY 13901. Please enter through the front main entrance.

## PART 4 – BIDDING PROCEDURES

### 4.1 PREPARATION OF BIDS

- A. Bids shall be submitted on forms identical to the Bid Forms contained in this Project Manual or submitted using unaltered and legible copies thereof.
- B. All blanks on the Bid Form shall be legible executed in a non-erasable medium.
- C. Sums shall be expressed in both words and figures. In case of discrepancy, the amount written in word shall govern.
- D. Interlineations, alterations and erasures must be initialed by the signer of the Bid.
- E. Bid all requested alternates. If no change in the Base Bid is required, enter "No Change."
- F. Each copy of the Bid Form shall state the legal name of the Bidder and the nature of legal form of the Bidder. The Bidder shall provide evidence of legal authority to perform within the jurisdiction of the Work. Each Bid Form copy shall be signed by the person or persons legally authorized to bind the Bidder to a Contract. A Bid by a corporation shall further give the state of incorporation and have the

corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached certifying the agent's authority to bind the Bidder.

#### 4.2 BID SECURITY

- A. Each Bid must be accompanied by a certified bank check of the Bidder, or a Bid Bond prepared by a surety company licensed in New York State.
  - 1. Bid Security shall be provided in the amount of five (5) percent of the dollar amount of the Base Bid.
  - 2. Bid security shall be payable to **Binghamton City School District**.
  - 3. If certified check is utilized, the Bidder shall provide written confirmation from a licensed New York State Surety company that Performance and Payment Bonds will be available to said Bidder for this project.
  - 4. The apparent successful Bidder, upon failure or refusal to furnish the required Performance and Payment Bonds and execute a Contract within forty-five (45) calendar days after receipt of notice of the acceptance of Bid, shall forfeit the Bid Security as liquidated damages for such failure to refusal, and not as a penalty.
  - 5. The successful Bidder shall have the Bid Security returned upon execution of an Owner/Contractor Agreement.
  - 6. Unsuccessful Bidders shall have their Bid Security returned following the execution of the Owner/Contractor Agreement or the forty-five (45) day period following the Bid Opening, whichever occurs first.
  - 7. The Bid Security shall not be forfeited to the Owner in the event the Owner fails to comply with subparagraph 6.2.
- B. Surety Bond shall be written on AIA Document A310, Bid Bond, and the attorney-in-fact that executes the bond on behalf of the surety shall affix to the bond a certified and current copy of the power of attorney.
- C. Owner will have the right to retain the Bid Security of Bidders to whom an award is being considered until either:
  - 1. The Contract has been executed and bonds, when required, have been furnished;
  - 2. The specified time has elapsed so that Bids may be withdrawn or;
  - 3. All Bids have been rejected.

#### 4.3 SUBMISSION OF BIDS

- A. All copies of the Bid, the Bid Security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The

envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name, the Bidder's name and address and, if applicable, the designated Contract for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

1. Bids submitted by mail should be sent to the Binghamton City School District, District Office, 164 Hawley Street, Binghamton, NY 13901 with the notation "SEALED BID ENCLOSED – TO THE ATTENTION OF SANYA BROWN" on the face thereof.
  2. If Bidder submits for different Contracts, each shall be submitted individually and so labeled for that Contract.
- B. Bids shall be deposited at the designated location prior to the time and date indicated in the Advertisement for Bid, for receipt of Bids. Bids received after the time and date for receipt of Bids will be rejected and returned unopened.
1. The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.
  2. Oral, telephonic, telegraphic, facsimile or other electronically transmitted Bids will not be considered.
- C. Bids not exhibiting original signatures or seals will not be accepted as a responsive Bid.
- D. Bids shall be submitted in duplicate. Executed forms required for each submitted Bid are as follows:
1. Bid Form.
  2. Resolution.
  3. Non-Collusive Bid Affidavit.
  4. Iran Divestment Act Affidavit.
  5. Bid Security.
  6. NYSOL Certificate of Contractor Registration.

#### 4.4 BID OPENING

- A. Bid Opening: 2:00 pm, Tuesday April 14, 2026.**
- B. Contractors can either mail in bids as described in Section 4.3 (above), or, Contractors can drop off bids in a designated box that will be located in the

Binghamton City School District, District Office, 164 Hawley Street, Binghamton, NY 13901 at any time prior to bid opening.

- C. Bid Opening will be conducted live in the District Office Board Room.

#### 4.5 MODIFICATION OR WITHDRAWAL OF BID

- A. A Bid may not be modified, withdrawn or canceled by the Bidder during the stipulated period following the time and date designated for the receipt of Bids, and each Bidder so agrees in submitting a Bid. No Bidder may withdraw a Bid within the forty-five (45) day period following the time of the Bid Opening.
- B. Prior to the time and date designated for receipt of Bids, a Bid submitted may be modified or withdrawn by notice to the party receiving Bids at the place designated for receipt of Bids. Such notice shall be in writing over the signature of the Bidder. Written confirmation over the signature of the Bidder shall be received, and date and time-stamped by the receiving party on or before the date and time set for receipt of Bids. A change shall be so worded as not to reveal the amount of the original Bid.
- C. Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids provided that they are then fully in conformance with these Advertisement for Bids.

### PART 5 – CONSIDERATION OF BIDS

#### 5.1 OPENING OF BIDS

- A. At the discretion of the Owner, the properly identified Bids received on time will be publicly opened and will be read aloud. An abstract of the Bids may be made available to Bidders.

#### 5.2 REJECTION OF BIDS

- A. The Owner shall maintain the right to reject any or all Bids. A Bid not accompanied by the required Bid Security or by other data required by the Bidding Documents, or which is in any way incomplete or irregular is subject to rejection.

#### 5.3 AWARD OF CONTRACT

- A. It is the intent of the Owner to award a Contract to the lowest qualified Bidder provided the Bid has been submitted in accordance with the requirements of the

Bidding Documents and does not exceed the funds available. The Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's own best interest.

- B. The Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest Bid on the basis of the sum of the Base Bid and Alternates accepted (if any).

## PART 6 – SUPPLEMENTARY BID INFORMATION

### 6.1 CONTRACTOR'S QUALIFICATION STATEMENT

- A. Bidders to whom award of a Contract is under consideration shall submit to the Architect, within three (3) business days, a properly executed AIA Document A305, Contractor's Qualification Statement, unless such statement has been previously required and submitted as a prerequisite to the issuance of Bidding Documents.

### 6.2 OWNERS FINANCIAL CAPABILITY

- A. The Owner shall, at the request of the Bidder to whom award of a Contract is under consideration and no later than seven (7) days prior to the expiration of the time for withdrawal of Bids, furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. Unless such reasonable evidence is furnished, the Bidder will not be required to execute the Agreement between the Owner and Contractor.

### 6.3 SUBMITTALS

- A. Within three (3) business days following the Bid Opening time, the apparent lowest Bidder, shall furnish to the Owner through the Architect and/or Construction Manager the following information:
  - 1. Contractor's Qualification Statement – AIA Document A305, 1986 edition.
  - 2. Proposed Subcontractor list.
  - 3. Itemized identification of Work to be self-performed.
  - 4. Proposed Substitution list.
  - 5. Proposed Project Manager and Superintendent resumes.
  - 6. DRAFT Schedule of Values (cost breakdown).
- B. The Bidder will be required to establish to the satisfaction of the Owner and Architect the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

- C. Upon request only, the apparent second and third low Bidders shall be prepared to submit the information of paragraphs 6.1 and 6.3.A.
- D. Prior to the execution of the Contract, the Bidder will be notified in writing if either the Owner, Architect or Construction Manager, after due investigation, has reasonable objection to a person or entity proposed by the Bidder. If the Owner, Architect or Construction Manager has reasonable objection to a proposed person or entity, the Bidder may, at the Bidder's option, (1) withdraw the Bid or (2) submit an acceptable substitute person or entity. In the event of withdrawal or disqualification, Bid Security will not be forfeited.
- E. Persons and entities proposed by the Bidder and to whom the Owner, Architect or Construction Manager have made no reasonable objection must be used on the Work for whom they were proposed and shall not be changed except with the written consent of the Owner, Architect and Construction Manager.
- F. Any Bidder, upon failure to submit the information required in subparagraphs 6.1.A, 6.3.A, and 6.3.B in the allowed time, may have the Bid rejected. In that event, the Bidder shall forfeit the Bid Security to the Owner as damages for such failure or refusal, and not as penalty.

#### 6.4 BOND REQUIREMENTS

- A. The Owner requires the apparent successful Bidder to furnish and deliver bonds, covering the faithful performance of the Contract Work and payment of all obligations arising thereunder duly executed by the Bidder and a surety company licensed to do business in New York State.
- B. The premiums shall be included in the Bid and paid by the Contractor. The Bidder shall proportionally distribute the costs of such bonds between the Base Bid and any Alternates.

#### 6.5 TIME OF DELIVERY AND FORM OF BONDS

- A. The Bidder shall deliver the required bonds to the Owner through the Architect or Construction Manager on or before the time of execution of the Owner/Contractor Agreement. Bonds shall be payable to **Binghamton City School District**.
- B. Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond. Both bonds shall be written in the amount of the Contract Sum.
- C. The bonds shall be dated the same as the Owner/Contractor Agreement.

- D. The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of the power of attorney.

PART 7 –FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

- A. The form of agreement between Owner and Contractor shall be based on an amended Standard Form of Agreement between Owner and Contractor where the basis of payment is a Stipulated Sum, AIA Document A132, 2019 Edition.

END OF DOCUMENT 002113

