



# ***ESSEX COUNTY OFFICE OF COMMUNITY RESOURCES***

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Anna Reynolds  
Director

Rob Wick  
Project Manager

**TO:** All Bidders

**FROM:** Rob Wick, Project Manager

**DATE:** March 12, 2021

**SUBJECT:** Addendum #1 Moriah Town Hall ADA Improvements

**The Pre-Bid minutes and sign-in sheet are attached. Any remaining requests for site visit can be posed to Project Architect Fred Keil:**

**O: (518) 825-5800**

**M: (518) 570-5756**

**fredkeilarchitect@gmail.com**

**Attachments:**

- 1. Pre-Bid Meeting Minutes**
- 2. Pre-Bid Sign-in Sheet:**

END OF ADDENDUM # 1

Project Report #1  
Moriah Town Hall Improvements

Fred Keil, Architect  
Phone 518-825-5800 Mobile 518-570-5756  
Email: fredkeilarchitect@gmail.com

Date: March 9, 2021  
Pre bid meeting at the Town Hall

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Present: Thomas Scozzafava, Superintendent  
Craig Nestler, representing Bast Hatfield, General Contractor  
Fred Keil & Chris B.

The following was discussed:

1. All details on the project checklist Chapter 6, Exhibit 6-4 and MWBE and bidding requirements relative to the attachments.
2. Contracts, requisitions, certified payroll and insurance requirements.
3. Sequence of construction: the existing ramp will become a temporary entrance to the Town Hall.
4. LBP and Asbestos testing.
5. Construction details relating to the modifications of the two doors, removal of paneling and panel under the window, demolition of the brick under the sill. Vestibule construction and stair/ramp details.
6. This was followed by a walk thru to review the washroom addition and deck leading to the rear entrance.

Items to be resolved:

- a. Temporary relocation of filing cabinets in the conference room.
- b. Meeting room 100 situated between the two doors leading to the Board Room was occupied and in the future cannot be used as shown in the current room arrangement. This space is the only available handicapped passage to the washroom. A re-arrangement of the furniture can be accomplished.
- c. A 10" diameter iron pipe exists exist in the location of the new washroom. The pipe is vacant and may have been a former roof drain. The addendum will describe the removal and capping of the pipe.

Fred Keil

enclosure:

Sign in sheet from the pre bid meeting  
Contractor's acknowledgement of chapter 6 construction requirements.

