Viridian Architectural Design Inc.
6435 West Jefferson Boulevard
#144
Fort Wayne, Indiana 46804
260-450-7299
www.viridian-design.net

Huntington County Community School Corporation
Exterior Building Maintenance (Various Buildings)
Pre-Bid Meeting Minutes

Project # 2025.0016

Meeting Date: Tuesday, January 27, 2026
Issue Date: Wednesday, January 28, 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.

Those Present:

Terry Thornsbury	Viridian	terry@viridian-design.net
Lisa Fedorczyk	Viridian	lisa@viridian-design.net
Rich Hertel	HCCSC	rhertel@hccsc.k12.in.us
Robb Fultz	ACB	rfultz@acbgeneralcontractor.com
Paul Wybo	ACB	pwybo@acbgeneralcontractor.com
Dave Maynus	JG Bowers	dmaynus@jgbowers.com
Kyle Rennaker	JGBowers	krennaker@jgbowers.com
Thomas Scaggs	BCR	tscaggs@bcrmco.com
Jimmy R. Starr	Hagerman	jstarr@hagermangc.com
Clint Dickey	FCI Construction	cdickey@fci.construction

1. ITEMS DISCUSSED:

- The Pre-Bid Meeting and Building walk-thru was held on Tuesday, January 27, 2026, beginning at 3:30PM.
- Introductions were made.
- The Project is a public bid project.
- The Project shall meet the requirements outlined in the Indiana Common Wage Act. Specification Section 007375.
- The Project is tax exempt.
- The bid form needs to be filled out completely and include all items listed on the bid checklist.
- The Project contains a $50,000 Contingency Allowance that is to be included in the base bid.
- A (5%) Bid Bond and Performance and (100%) Payment Bond are required on the project.
- Drawing and Specifications: hardcopies are available on [$250] deposit from Eastern Engineering at 1239 Wells Street, Fort Wayne. Contractors may order (1) electronic copy of Bid Docs at no cost.
- Questions during bidding are to be submitted to **lisa@viridian-design.net**.
    - Last Day for questions is **Tuesday February 3, 2026, at 12 noon.**
    - **NO SUBSTITUTIONS** will be considered after bids are received.
- Bid submission of the contractors that have not / do not visit the site will be rejected as per the specification requirements.

- **ADDITIONAL DISCUSSIONS**
    - Due to the snow accumulation and cold weather forecast; Viridian will provide Eastern Engineering zip files which have existing condition photographs of each building for the Contractor to reference for bidding.
        - Andrews Elementary School
            - 2025.0016 Addendum 01_Andrews Field Verification PHOTOS
        - Lincoln Elementary School
            - 2025.0016 Addendum 01_Lincoln 20251008 Field Verification PHOTOS
        - Flint Springs Elementary School
            - 2025.0016 Addendum 01_Flint Springs 20250910 Field Verification PHOTOS
        - Crestview Middle School
            - 2025.0016 Addendum 01_Crestview 20251117 Field Verification PHOTOS
        - Riverview Middle School
            - 2025.0016 Addendum 01_Riverview 20250919 Field Verification PHOTOS
            - 2025.0016 Addendum 01_Riverview 20251117 Field Verification PHOTOS

2. ATTACHMENTS

- See attached Pre-Bid Meeting Sign-in Sheet.
- See attached Pre-Bid Meeting Handout.

3. PROJECT DATES:

- **Building Walk Through:** Bidders may coordinate additional site visits with Mr. Rich Hertel (RHertel@hccsk.k12.in.us).
- **Sealed Bids Due:** Tuesday February 10, 2026, at 1:00PM (EST), at the HCCSC Administrative Center, 1415 Flaxmill Road, Huntington, Indiana 46750
- **Anticipated Construction Start:** April 2026
- **Substantial Completion:** Friday, August 7, 2026.

4. Meeting Adjourned.

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Huntington County Community School Corporation

HCCSC – Exterior Building Maintenance (Various Buildings)

Pre-Bid Meeting 01/27/2026

A/E Team:

Mr. Terry Thornsbury– Architect (VADI)
Lisa Fedorczyk – Project Manager (VADI)

Project Notes:

- The Project is a public bid project.
- The Project does have to meet the requirements outlined in the Indiana Common Wage Act. Spec Section 007375.
- The Project is tax exempt.
- The bid form needs to be filled out completely and include all items listed on the bid checklist.
- The Project contains a Contingency Allowance that is to be included in the base bid.
- A Bid Bond and Performance and Payment Bond are required on the project.
- Drawing and Specifications: Hardcopies are available on [$250] deposit from Eastern Engineering at 1239 Wells Street, Fort Wayne. (1) electronic copy of Bid Docs at no cost.
- Questions during bidding are to be submitted to **lisa@viridian-design.net.** Last Day for questions **Tuesday, February 03, 2026 at 12 noon.**

Project Dates:

Building Walk Through:

Immediately following the Pre-Bid Meeting on **01/27/2026**.

If addition inspection is needed contact Rich Hertel at **rhertel@hccsc.k12.in.us**

Sealed Bids Due:

Tuesday, February 10, 2026 at 1:00 pm

Huntington County Community School Corporation – Administrative Center

1415 Flaxmill Road, Huntington, Indiana 46750-8806

Anticipated Construction Start:

April 2026

Substantial Completion:

SUBSTANTIAL COMPLETION IS FRIDAY, AUGUST 07, 2026

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PROJECT: HCCSC – Exterior Building Maintenance (Various Buildings)

DATE: Tuesday, January 27, 2026

SIGN-IN SHEET

PLEASE PRINT CLEARLY. PLEASE LEAVE A BUSINESS CARD, IF AVAILABLE.

PRESENT √	NAME	COMPANY	E-MAIL
	Terry Thornsbury	Viridian	terry@viridian-design.net
	Lisa Fedorczyk	Viridian	lisa@viridian-design.net
	Rich Hertel	HCCSC	RHertel@hccsc.k12.in.us
	Dave Maynus	JG Bowers	dmaynus@jgbowers.com
	Kyle Rennaker	JG Bowers	krennaker@jgbowers.com
	Thomas Scaggs	BCR	tscaggs@bcrmca.com
	Jimmy R Starr	Hagerman	jstarr@hagermangc.com
	Ross Fultz	ACB	rfultz@acbgeneralcontractor.com
	Paul Wypo	ACB	pwypo@acbgeneralcontractor.com
	Clint Dickey	FCI Construction	cdickey@fci.construction






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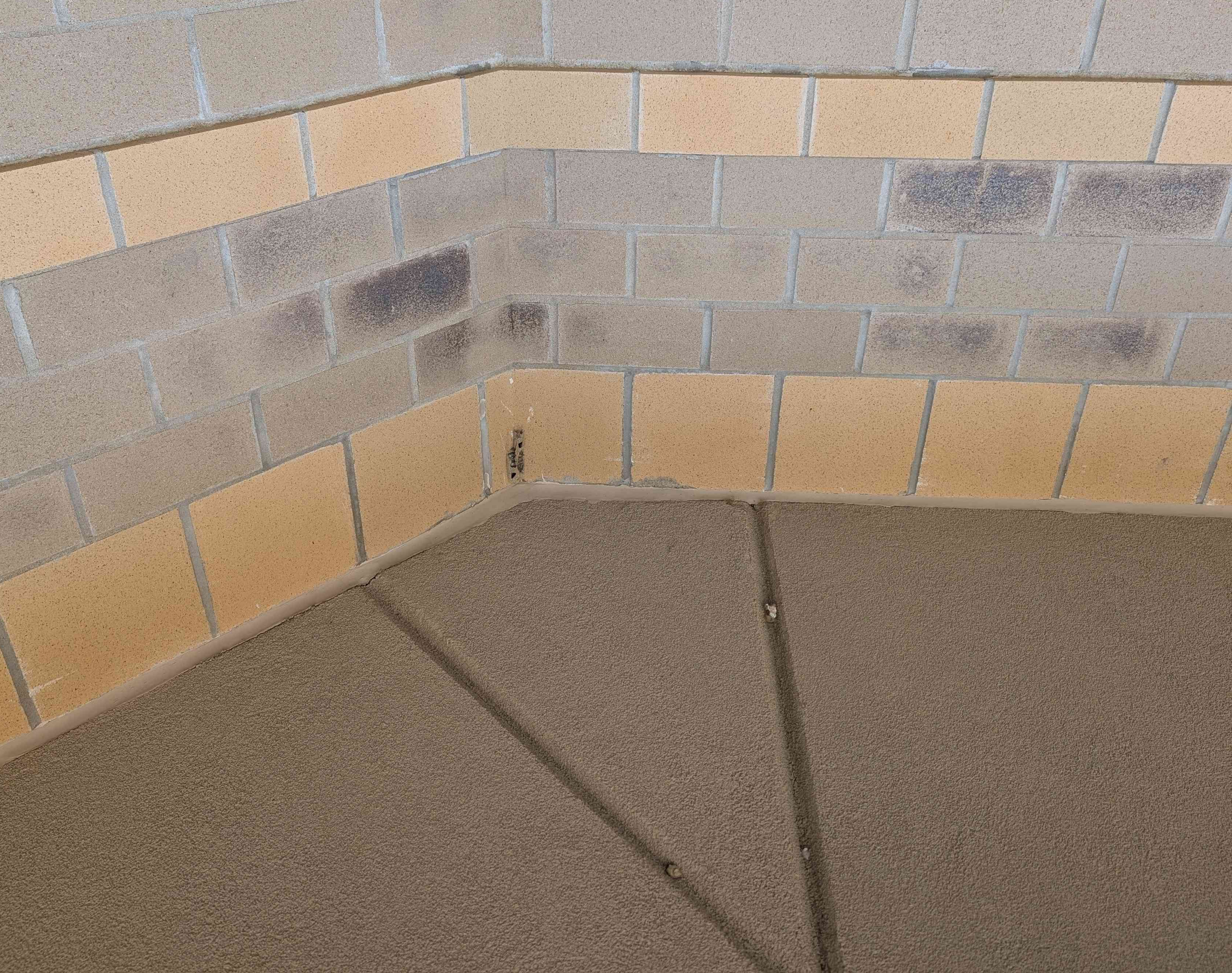


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SAFE PLACE

CAUTION DOOR

WELCOME

STUDENT COUNCIL

2005-2006

ANDREWS ELEMENTARY

Welcome to Andrews!
• Please press the call button for entrance.
• Proceed to the office upon entry.
Thank you!

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Cardinals!


ANDREWS ELEMENTARY SCHOOL

ANDREWS ELEMENTARY SCHOOL


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