



WINNEBAGO COUNTY

— ILLINOIS —

County Administration Building
404 Elm Street
Rockford, Illinois 61101

Purchasing Department
Phone: 815-319-4380
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August 14, 2025

ADDENDUM ONE

RECORDER'S OFFICE REMODEL WINNEBAGO COUNTY ADMINISTRATION BUILDING INVITATION FOR BID #25B-2426

All bid requirements and information have can be found at www.wincoil.gov/purchasing

1. Please provide millwork samples and pictures with ADA levels. Please provide height and length of counters needed. **ADA counter and Searchers counter height is 30 inches, all other counter heights are 44 inches. See attached pictures and drawings for details. There will be 4 work stations on the 27 foot long counter, each station should have 1 drawer on the back side, see picture for example. Drawers should be spaced evenly across the countertop. Searchers counter will be 12 feet long and located in the public area. Space below countertop should be free and clear except support legs, so someone could be seated at it. Back of counter should have shelves for storage, see example of back side of counter, no exact dimensions are necessary, 1 to 2 adjustable height shelves should be available for each section. The ADA countertop should be at 30 inches tall 30 inches deep and 30 inches wide, with clear span below to accommodate a wheelchair.**
 2. Who and how will the cubical walls in the elections room be disposed of? **Winnebago County will take care of them.**
 3. Will the ceiling tiles need to be matched and do you have any leftover stock? **Please match the best you can. No, we do not have any attic stock.**
 4. What is the floor to deck height? **10ft 7 inches.**
 5. Will County pay for permits if needed? **No. Please include all permit costs in your bid submittal during pricing.**
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6. How many electrical circuits needed for cubical? **We will need one electrical circuit for every two cubicles. One Cat 6 per desk each. We will terminate both ends.**
 7. How do you want the electrical mounted? **We would like to have all electrical behind walls. Nothing surface mounted.**
 8. What is the flooring need? **Carpet and vinyl cove thought out with a 10% flooring and base attic stock. Install new carpet throughout entire area, Interface, Step Repeat, Iron, SR999 Install new vinyl base, Roppe, 700 series, Charcoal, 123**
 - a. **Please note the change in carpet from the original bid packet**
 9. Will there be any fire protection sprinkler modifications? **Yes, 2 sprinklers will need to be moved. Per Automatic Fire, you do not need a permit to move 2.**
 10. Who will provide the cubicles and furniture? **The county will provide all cubes and furniture.**
 11. How far will the partition walls go? **To the deck.**
 12. Is there any asbestos in the building? **No**
 13. Will the fire sprinkler system be able to be turn down during demo? **Yes, the floor can be isolated and drained in the stairwell.**
 14. Will an architect be providing full design plans for this project, or is this intended to be a design-build or design-assist engagement? **No Architect, if drawings are needed they will be the responsibility of the winning bidder to obtain.**
 15. Sealed drawings will be needed for Permit acquisition. **The only permit GC/ Electrical Contractor will need to provide is an electrical Permit. GC/ Electrical Contractor is responsible for the creation of the required documents to submit for permit.**
 16. What plumbing work is needed? **None**
 17. According to the Fire Protection guy present, there will be adjustments to the fire protection system. Can you please clarify what the requirements for Fire Protection upgrades will be required? All GC's will need to be on the same page for providing this price. Will this require a permit? **No permit it is below the permit/inspection threshold. Only 2 sprinkler heads need to be moved. Please consult with a sprinkler company.**
 18. Is just a single duplex all that is required at each desk? **A four-plex is desired at each desk.**
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19. All power and data will be behind the drywall, so drywall removal and patching will be required. **Correct**
 20. Will floor boxes be allowed to be fed from underneath this space, or will concrete saw-cutting be required to install them? **Piping will need to be run below and a cut out in the concrete for the floor box to sit flush.**
 21. Can a power pole to the cubicles be utilized for the power and data in lieu of running a conduit in the floor area below? **Please provide pricing for this as an alternate, if the county deems the price difference significant enough we may go with this option.**
 22. If the space below needs to be utilized, what are the requirements and times we can work in that area? Will we have to put up temp protection, can it be accomplished on straight time? Please clarify what the access will be like for this work to be completed. **The majority of the below space is hallway or break room so access will be available during normal working hours.**
 23. Are the desks and cubicles shown in the plans plastic laminate or prefabricated systems? **Cubicles are prefabricated and will be provided and installed by Winco.**
 24. If they are plastic laminate, are there walls or structural supports in place to support their installation? **The new desks and cubicles are all free standing units that will not need walls to support them.**
 25. Who is responsible for furnishing and installing the furniture? **Winco will provide cubicles and installation, and some demolition of existing.**
 26. Is casework included in the scope? If so, could you please provide specifications? **Yes, see below for specifications.**
 27. What material is required for the countertops—plastic laminate, solid surface, or other? **Laminate top and face.**
 28. What height should the countertop be, and will an ADA-compliant accessible section be required? **Yes an ADA accessible section will be required, see below for specific heights.**
 29. Are there specific requirements for attic stock or casework extras? **Flooring and Base are the only items that will require 10% attic stock.**
 30. The bid documents reference training and service manuals—what equipment is being provided? None appears to be shown in the current documents. **None that's a boiler plate item that does not apply to this project.**
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31. Will follow-up site visits be permitted during the proposal preparation period? **Yes contact the facilities department to schedule a return visit. (815)319-4670**
32. What is the phasing plan for the work? Please provide phasing plan, and relocation of workers plan so that we can coordinate our phasing and work plan in accordance with your plan. **We will accommodate your work to be as efficient as possible. If you give us 2 days' notice we will get people moved to give the successful bidder access to the area.**
33. Will the area be occupied or operational during construction? **Area will be fully occupied and Winco is aware that construction noise will be present and that is acceptable.**
34. Are there any known asbestos-containing materials (ACM) within the proposed construction area that bidders should be aware of? **None Present**
35. What items would require potential crane lifts? **None**
36. What Com Ed Discount programs are you referring too? **None**
37. What is the start date for this work, is November 30 substantial completion or final completion. **Shortly after board approval, November 30 substantial completion. If this does not work in your schedule please put it in the space for exceptions. This will not eliminate you from potentially winning the bid, we just need to know as soon as possible.**
38. Access will be through the front door, and the elevator will be available for use during construction. **Correct, we may even lock out an elevator for you on days you will need it a lot.**
39. Can you provide the capacity of the elevator for planning purposes of bring materials up? **2,500 Pounds**
40. Please confirm all existing, furniture, desks, etc. will need to be relocated by GC/ Flooring Contractor for flooring to be removed and reinstalled. **Correct, any furniture that needs to be moved during the construction phase will need to be done by the GC or subcontractor.**
41. The window in the office to be removed is not to be saved for reuse, it is to be disposed of. **Correct, the window in the north office is to be disposed of.**
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42. Will drywall partitions added need to be to the deck and will the drywall have to go the deck as well? **Walls need to go to the deck, drywall only needs to go above drop ceiling.**
43. **Laminate color samples will be requested from the winning bidder. For now color TBD.**
44. **In the pre bid meeting it was mentioned that the counter in the early voting area with computers on it was going to stay, this is no longer the case. When this project is complete the early voting area will be an empty room, nothing on any walls.**



Sample front of countertop except searchers area and ADA station



Sample work station drawer

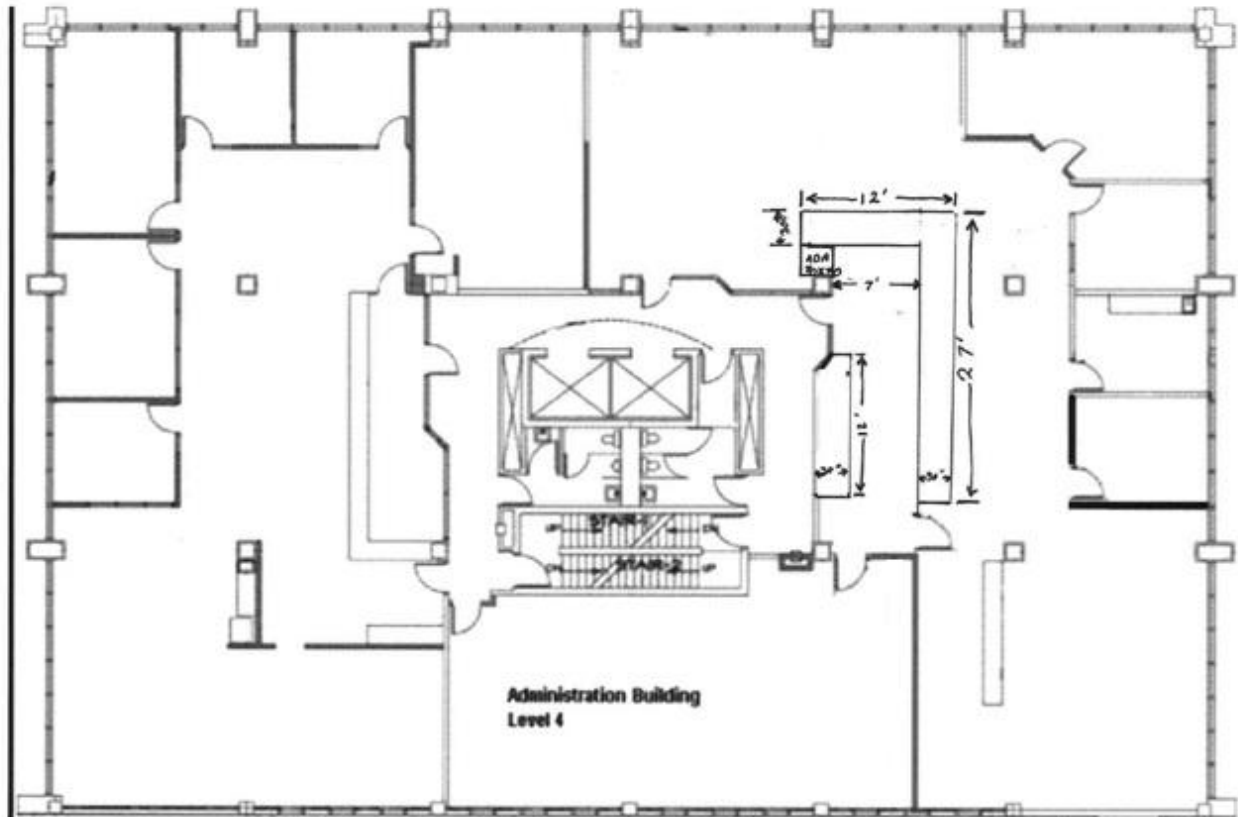


Sample back of countertop storage

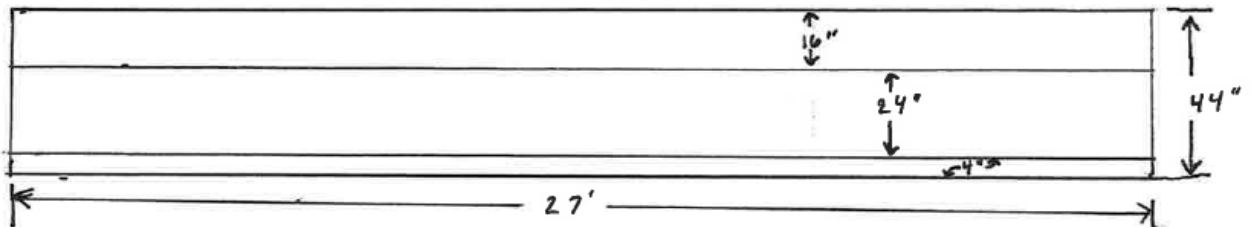


Sample searchers area

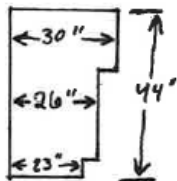
NOT TO SCALE



FRONT



SIDE



END OF ADDENDUM ONE