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ADDENDUM No. 2

PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell Facility

June 24, 2026

The purpose of this addendum is for the City of Panama City ("City") to provide updated information for Invitation to Bid Number **PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell Facility** and shall it become part of the Contract Documents.

Addendum 2 provides updates and/or clarifications to the Contract Documents and they are amended in the following particulars:

I. SPECIFICATIONS

1. **ADD** 01 23 00 - Alternates, included in this Addendum as **Attachment 1**.
2. **REMOVE** 00 41 13 - Bid Form - Stipulated Sum in its entirety. **REPLACE** with 00 41 13 - Bid Form - Stipulated Sum Updated for Addendum 2, included in this Addendum as **Attachment 2**.
3. **ADD** 08 53 13 - Vinyl Windows, included in this Addendum as **Attachment 3**.

II. PLANS

There are no changes or updates to plans/drawings in this Addendum.

III. CLARIFICATIONS

CLARIFICATION: On the Bid Form, Base Bid line item A is removing and replacing the existing windows with fiberglass windows. The Alternate line item activity is to remove and replace the existing windows with vinyl windows. These are to be kept separate to give alternative pricing of the window materials and associated taxes, overhead, and profit.

Discussion regarding Site Visits, Coordination of Work, and Project Limits occurred at the Voluntary Pre-Bid Meeting on June 22, 2026. Pre-Bid Meeting Minutes are included in this Addendum as **Attachment 4**.

The following RFI has been received:

1. **RFI:** Are they expecting to install an exterior sign for the entrance? That is our specialty, and we would love to provide a design / quote.

RESPONSE: A sign may be procured and installed in the future; however, it is not included in the scope of the current advertised bid.

END OF ADDENDUM No. 2

Bidders must acknowledge receipt of Addenda in accordance with A701 Instructions to Bidders and 00 41 13 Bid Form.

For RFIs regarding this Addendum, please email the City of Panama City's Purchasing Division at purchasing@panamacity.gov.

**PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell
Facility**

ADDENDUM No. 2

Attachment 1

SECTION 01 23 00 - ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions, Division 00 and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the base bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed, or in the products, materials, equipment, systems, or installation methods, described in the Contract Documents.
- B. Alternates described in this Section are part of the Work only if enumerated in the Agreement. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate an Alternate into the Work. No other adjustments are made to the Contract Sum.
- C. Alternates may be awarded to the Contractor after the date of Agreement by modifying the Contract through an approved Change Order process, and if agreed upon by the Owner, Architect, and Contractor. A change in the cost of an Alternate may be proposed by the Contractor for market cost fluctuations if the request to award the Alternate is after the time specified for bids to be held valid, or sixty calendar days following the date bids are due, whichever is less.

1.4 PROCEDURES

- A. Coordination: Modify or adjust affected adjacent work and/or related components of work as necessary to completely integrate work of the Alternate into Project.
- B. Include as part of each Alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of Alternate.
- C. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each Alternate. Indicate if Alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to Alternates.
- D. Execute accepted Alternates under the same conditions as other Work of the Contract.
- E. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in Schedule contain requirements for materials necessary to achieve the work described under each Alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES:

- A. The following list shall conform to the descriptions in the Drawings and/or Specifications and correspond to the Alternates listed on the Bid Form for each project breakdown:

A. 4240-04 – Truesdell Facility - 2629 W 10th St Panama City, Florida 32401

B. Project: 4240-04 – Truesdell Facility:

1. Alternate No. 1: Remove and replace windows with vinyl window in lieu of replacing with fiberglass windows.

END OF SECTION 01 23 00

**PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell
Facility**

ADDENDUM No. 2

Attachment 2

DOCUMENT 00 41 13 - BID FORM - STIPULATED SUM

1.1 BID INFORMATION

Bidder: _____.

Project Name: City of Panama City CDBG-DR Hometown Revitalization Program – Truesdell Facility

Project Locations:

4240-04 – Truesdell Facility – 2629 W 10th St Panama City, Florida 32401

Owner:

City of Panama City, FL
501 Harrison Avenue
Panama City, FL 32401

Architect:

Florida Architects, Inc.
103 W. 5th St.,
Panama City, FL 32401

Architect Project Number: 4240-04

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by Architect, having visited the site, and being familiar with conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, including all phases of the Project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of (Base Bid plus Alternates):
- B. Award of bid may not include all items of work listed in the Bid Form. Items of work will be selected based on available grant funding and Owners' preference.
- C. Include all associated costs and all related, and incidental Work shown on the Drawings and as indicated in the Specifications for each bid item amount on the Bid Form.

PRICE BREAKDOWN (Includes all work as defined in Drawings and Specifications):

4240-04 - TRUESDELL FACILITY BASE BID INCLUDES:	AMOUNT
A) Remove and replace windows	\$
B) Install new doors and openings with awnings	\$
C) New covered porch addition on south side with columns and roofing to tie into existing.	\$
D) New paver walkways and patios at south and west sides	\$
E) New gutters, downspouts, and fascia/drips	\$
F) New porch addition on west side with fence screening	\$
G) New fence screening at north entrance	\$
H) New fiber cement siding & trim entirety of existing building	\$
I) New porch addition with steps and ADA ramp at east side	\$
J) New exterior lighting	\$
4240-04 - TRUESDELL FACILITY BASE BID TOTAL =	\$

4240-04 - TRUESDELL FACILITY ALTERNATES INCLUDES:	AMOUNT
A) Remove and replace windows with vinyl window in lieu of replacing with fiber-glass windows.	\$
4240-04 - TRUESDELL FACILITY ALTERNATES TOTAL =	\$

TOTAL OF ALL BASE BID AMOUNTS (Shall include taxes, overhead and profit)
_____ Dollars (\$ _____)
Show in both words and figure. In case of discrepancy, amount shown in words shall govern.

TOTAL OF ALTERNATE AMOUNT (Shall include taxes, overhead and profit)
_____ Dollars (\$ _____)
Show in both words and figure. In case of discrepancy, amount shown in words shall govern.

1.3 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above, or \$10,000, whichever is more:

_____ Dollars (\$ _____)
Show in both words and figure. In case of discrepancy, amount shown in words shall govern.

- B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the bid security - cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS, SUPPLIERS, AND MANUFACTURERS LIST

- A. General Contractor and all Subcontractors, suppliers, and manufactures shall have documented successful experience and qualifications for performing construction on projects of similar scope, scale, and complexity as this project.

1.5 TIME OF COMPLETION

- A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect and shall fully complete the Work within 180 calendar days.

1.6 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated _____.
2. Addendum No. 2, dated _____.
3. Addendum No. 3, dated _____.
4. Addendum No. 4, dated _____.
5. Addendum No. 5, dated _____.

1.7 BID SUPPLEMENTS

- A. The following supplements are a part of this Bid Form and shall be completed.

1. A305-2020 Contractor's Qualification Statement
2. A305-2020 Exhibit A.
3. Certification Regarding Debarments
4. Trench Safety Act
5. Drug-Free Workplace Program
6. Anti-Collusion Statement
7. Conflict of Interest Disclosure Form
8. Public Entity Crimes Affidavit
9. SAM.gov and E-Verify Acknowledgement Form
10. documentation of SAM.gov Registration
11. E-Verify MOU
12. State and Federal Statutes, Regulations, and Policies (CDBG-DR Required Contract Clauses)
13. Bid Guarantee (Completed Bid Bond OR certified check for the amount required)
14. Certificates of Insurance in the amounts indicated

1.8 CONTRACTOR'S LICENSE AND QUALIFICATIONS STATEMENT

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in the state of Florida and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.
- B. The undersigned further swears and affirms that all information contained in the attached AIA form A305-2020 Contractor's Qualification Statement and all exhibits thereto are true and correct.

1.9 SUBMISSION OF BID

Respectfully submitted this ____ day of _____, 2026.

Submitted By: _____ (Name of bidding firm or corporation).

Authorized Signature: _____ (Handwritten signature).

Signed By: _____ (Type or print name).

Title: _____ (Owner/Partner/President/Vice President).

Email: _____

Witnessed By: _____ (Handwritten signature).

Attest: _____ (Handwritten signature).

By: _____ (Type or print name).

Title: _____ (Corporate Secretary or Assistant Secretary).

Street Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

License No.: _____

Federal ID No.: _____ (Affix Corporate Seal Here).

END OF DOCUMENT 00 41 13

**PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell
Facility**

ADDENDUM No. 2

Attachment 3

SECTION 08 53 13 - VINYL WINDOWS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General, Supplementary, and Special Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes vinyl-framed windows with insect screens.

1.3 RELATED SECTIONS

- A. Section 06 10 00 – Rough Carpentry
- B. Section 07 46 46 – Fiber-Cement Siding and Trim
- C. Section 07 14 16 – Fluid Applied Waterproofing
- D. Section 07 92 00 – Sealants

1.4 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct Conference at Project site.
 - 1. Review and finalize construction schedule and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
 - 2. Review, discuss, and coordinate the interrelationship of vinyl windows with other exterior wall components. Include provisions for anchoring, flashing, weeping, sealing perimeters, and protecting finishes.
 - 3. Review and discuss the sequence of work required to construct a watertight and weathertight exterior building envelope.
 - 4. Inspect and discuss the condition of substrate and other preparatory work performed by other trades.

1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product.
 - 1. Include construction details, material descriptions, glazing and fabrication methods, dimensions of individual components and profiles, hardware, and finishes for vinyl windows.
- B. Shop Drawings: For vinyl windows.
 - 1. Include plans, elevations, sections, details, hardware, accessories, insect screens, operational clearances, and details of installation, including anchor, flashing, and sealant installation.

- C. Samples for Initial Selection: For units with factory-applied finishes.
 - 1. Include Samples of hardware and accessories involving color selection.

1.6 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For manufacturer and Installer.
- B. Product Test Reports: For each type of vinyl window, for tests performed by a qualified testing agency.
- C. Field quality-control reports.
- D. Sample Warranties: For manufacturer's warranties.

1.7 QUALITY ASSURANCE

- A. Manufacturer Qualifications: A manufacturer capable of fabricating vinyl windows that meet or exceed performance requirements indicated and of documenting this performance by test reports and calculations.
- B. Installer Qualifications: An installer acceptable to vinyl window manufacturer for installation of units required for this Project.
- C. Mockups: Build mockups to verify selections made under Sample submittals, to demonstrate aesthetic effects, and to set quality standards for materials and execution.
 - 1. Build mockup of typical wall area as shown on Drawings.
 - 2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
 - 3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.
- D. Structural Performance:
 - 1. Provide Florida Product Approval Number
 - 2. Wind Speed Design – 150-mph
 - 3. Missile impact resistance.

1.8 WARRANTY

- A. Manufacturer's Warranty: Manufacturer agrees to repair or replace vinyl windows that fail in materials or workmanship within specified warranty period.
 - 1. Failures include, but are not limited to, the following:
 - a. Failure to meet performance requirements.
 - b. Structural failures including excessive deflection, water leakage, and air infiltration.
 - c. Faulty operation of movable sash and hardware.
 - d. Deterioration of materials and finishes beyond normal weathering.
 - e. Failure of insulating glass.
 - 2. Warranty Period:
 - a. Window: 10 years from date of Substantial Completion.

- b. Glazing Units: 10 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. PGT Vinyl Windows (Basis of Design):
1. Single Hung Model #SH5500, Color: White exterior and interior.
- B. MI Windows & Doors.
- C. Viwinco.
- D. Other manufacturers in accordance with Section 00 82 00, Supplementary General Conditions, Article 15, Substitutions.

2.2 WINDOW PERFORMANCE REQUIREMENTS

- A. Product Standard: Comply with AAMA/WDMA/CSA 101/I.S.2/A440 for definitions and minimum standards of performance, materials, components, accessories, and fabrication unless more stringent requirements are indicated.
1. Window Certification: WDMA certified with label attached to each window.
- B. Performance Class and Grade: AAMA/WDMA/CSA 101/I.S.2/A440 as follows:
1. Minimum Performance Class: LC.
 2. Minimum Performance Grade: 60.
- C. Thermal Transmittance: NFRC 100 maximum whole-window U-factor of 0.32 Btu/sq. ft. x h x deg F (1.83 W/sq. m x K).
- D. Solar Heat-Gain Coefficient (SHGC): NFRC 200 maximum whole-window SHGC of 0.30.
- E. Sound Transmission Class (STC): Rated for not less than 30 STC when tested for laboratory sound transmission loss according to ASTM E90 and determined by ASTM E413.
- F. Windborne-Debris Impact Resistance: Passes ASTM E1886 missile-impact and cyclic-pressure tests in accordance with ASTM E1886 and testing information in ASTM E1996 for Wind Zone protection.
1. Large-Missile Test: For glazing located within 30 feet (9.1 m) of grade.
 2. Small-Missile Test: For glazing located between 30 feet (9.1 m) and 60 feet (18.3 m) above grade.
 3. Design Wind Speed: 150-mph, Exposure C, Risk Category III.
 4. Provide Florida Product Approval Number.

2.3 VINYL WINDOWS

- A. Operating Types: Provide the following operating types in locations indicated on Drawings:
1. Single hung.

2. Capable of meeting emergency egress in sleeping rooms in accordance with the Residential Florida Building Code 2023.
 - B. Frames and Sashes: Impact-resistant, UV-stabilized PVC complying with AAMA/WDMA/CSA 101/I.S.2/A440.
 1. Color: White
 2. Gypsum Board Returns: Provide at interior face of frame.
 - C. Windborne-Debris-Impact-Resistant Insulating-Glass Units: ASTM E2190 with two lites and complying with impact-resistance requirements in "Window Performance Requirements" Article.
 - D. Hardware, General: Provide manufacturer's standard hardware fabricated from aluminum, stainless steel, carbon steel complying with AAMA 907, or other corrosion-resistant material compatible with adjacent materials; designed to smoothly operate, tightly close, and securely lock windows, and sized to accommodate sash weight and dimensions.
 1. Exposed Hardware Color and Finish: Satin Nickel.
 - E. Windborne-Debris-Impact-Resistant Insulating-Glass Units: ASTM E2190 with two lites and complying with impact-resistance requirements in "Window Performance Requirements" Article.
 1. Exterior Lite: ASTM C1036, Type 1, Class 1, q3.
 - a. Tint: Clear.
 - b. Kind: Impact Resistant with Thermal Enhancements
 2. Filling: Fill space between glass lites with argon.
 - F. Hung Window Hardware:
 1. Counterbalancing Mechanism: Complying with AAMA 902, concealed, of size and capacity to hold sash stationary at any open position.
 2. Locks and Latches: Allow unobstructed movement of the sash across adjacent sash in direction indicated and operated from the inside only. Provide custodial locks.
 3. Tilt Hardware: Releasing tilt latch allows sash to pivot about horizontal axis to facilitate cleaning exterior surfaces from the interior.
 - G. Weather Stripping: Provide full-perimeter weather stripping for each operable sash unless otherwise indicated.
 - H. Fasteners: Stainless steel or aluminum noncorrosive and compatible with window members, trim, hardware, anchors, and other components.
 1. Exposed Fasteners: Do not use exposed fasteners to the greatest extent possible. For the application of hardware, use fasteners that match finish hardware being fastened.
- 2.4 INSECT SCREENS
- A. General: Fabricate insect screens to integrate with window frame. Provide a screen for each operable exterior sash. Screen wickets are not permitted.
 1. Type and Location: Half, outside for single-hung sashes.

- B. Aluminum Frames: Manufacturer's standard aluminum alloy complying with SMA 1004 or SMA 1201. Fabricate frames with mitered or coped joints or corner extrusions, concealed fasteners, and removable PVC spline/anchor concealing edge of frame.
- C. Glass-Fiber Mesh Fabric: 18-by-14 (1.1-by-1.4-mm) or 18-by-16 (1.0-by-1.1-mm) mesh of PVC-coated, glass-fiber threads; woven and fused to form a fabric mesh resistant to corrosion, shrinkage, stretch, impact damage, and weather deterioration. Comply with ASTM D3656/D3656M.
 - 1. Mesh Color: Black.

2.5 FABRICATION

- A. Fabricate vinyl windows in sizes indicated. Include a complete system for installing and anchoring windows.
- B. Glaze vinyl windows in the factory.
- C. Weather strips each operable sash to provide weathertight installation.
- D. Mullions: Provide mullions and cover plates, compatible with window units, complete with anchors for support to structure and installation of window units. Allow for erection tolerances and provide for movement of window units due to thermal expansion and building deflections. Provide mullions and cover plates capable of withstanding design wind loads of window units. Provide manufacturer's standard finish to match window units.
- E. Hardware: Mount hardware through double walls of vinyl extrusions or provide corrosion-resistant reinforcement.
- F. Complete fabrication, assembly, finishing, hardware application, and other work in the factory to greatest extent possible. Disassemble components only as necessary for shipment and installation. Allow for scribing, trimming, and fitting at Project site.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine openings, substrates, structural support, anchorage, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Verify rough opening dimensions, levelness of sill plate, and operational clearances.
- C. Examine wall flashings, vapor retarders, water and weather barriers, and other built-in components to ensure weathertight window installation.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. Comply with manufacturer's written instructions for installing windows, hardware, accessories, and other components. For installation procedures and requirements not addressed in the manufacturer's written instructions, comply with installation requirements in ASTM E2112.

- B. Install windows level, plumb, square, true to line, without distortion, anchored securely in place to structural support, and in proper relation to wall flashing and other adjacent construction to produce weathertight construction.

3.3 FIELD QUALITY CONTROL

- A. Testing Agency: Contractor to engage a qualified testing agency to perform tests and inspections.
 - 1. A testing and inspecting agency will interpret tests and state in each report whether tested work complies with or deviates from requirements.
- B. Testing Services: Testing and inspecting of installed windows shall take place as follows:
 - 1. Testing Methodology: Testing of windows for air infiltration and water resistance shall be performed according to AAMA 502.
 - 2. Air-Infiltration Testing:
 - a. Test Pressure: That required to determine compliance with AAMA/WDMA/CSA 101/I.S.2/A440 performance class indicated.
 - b. Allowable Air-Leakage Rate: 1.25 times the applicable AAMA/WDMA/CSA 101/I.S.2/A440 rate for product type and performance class rounded down to one decimal place.
 - 3. Water-Resistance Testing:
 - a. Test Pressure: Two-thirds of the test pressure required to determine compliance with AAMA/WDMA/CSA 101/I.S.2/A440 performance grade indicated.
 - b. Allowable Water Infiltration: No water penetration.
 - 4. Testing Extent: Three windows of each type as selected by the Architect and a qualified independent testing and inspecting agency. Windows shall be tested after perimeter sealants have cured.
 - 5. Test Reports: Prepared according to AAMA 502.
- C. Windows will be considered defective if they do not pass tests and inspections.
- D. Prepare test and inspection reports.

3.4 ADJUSTING, CLEANING, AND PROTECTION

- A. Adjust operating sashes and hardware for a tight fit at contact points and weather stripping for smooth operation and weathertight closure.
- B. Clean exposed surfaces immediately after installing windows. Remove excess sealants, glazing materials, dirt, and other substances.
 - 1. Keep protective films and coverings in place until final cleaning.
- C. Remove and replace sashes if glass has been broken, chipped, cracked, abraded, or damaged during construction period.
- D. Protect window surfaces from contact with contaminating substances resulting from construction operations. If contaminating substances do contact window surfaces, remove contaminants immediately according to manufacturer's written instructions.

END OF SECTION 08 53 13

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**PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell
Facility**

ADDENDUM No. 2

Attachment 4



Pre-Bid Meeting Minutes

PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell Facility

June 22, 2026 at 10:30 a.m. CT

PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell Facility City of Panama City, Florida

INTRODUCTIONS (Sign-in Sheet)

- Amy Dodge, City of Panama City
- Matt DeVito, City of Panama City
- Michelle Zirkle, City of Panama City
- Cole Bracken, Florida Architects, Inc.

In-person attendees signed in. There were no attendees via Zoom.

GENERAL INFORMATION

Amy Dodge discussed the following:

- The Purchasing Division encourages you to sign up for the City's automated "Notify Me" system to be notified when new ITBs, RFPs, and RFQs are advertised. We recommend signing up for all categories, so you do not miss an opportunity that may be of interest to you.
 - To find "Notify Me", please go to www.panamacity.gov and click on the "Notify Me" envelope icon.
 - Detailed instructions for registering in Notify Me are available upon request via email to purchasing@panamacity.gov.

PROJECT DESCRIPTION AND SCOPE OF WORK

Coile Bracken discussed the following:

Project Description: The Work of this contract involves construction on one property as part of The City of Panama City Community Development Block Grant Disaster Recovery Project "HRP" as identified in the contract documents. Proposed construction activities of the projects include:

a. Project 4240-04 – Truesdell Facility

1. Remove and replace windows.
2. Install new doors and openings with awnings.

3. New covered porch addition on south side with columns and roofing to tie into existing.
4. New paver walkways and patios at south and west sides.
5. New gutters, downspouts, and fascia/drips.
6. New porch addition on west side with fence screening.
7. New fence screening at north entrance.
8. New fiber cement siding & trim entirety of existing building.
9. New porch addition with steps and ADA ramp at east side.
10. New exterior lighting.
11. Other Work as indicated.

SITE VISITS

Amy Dodge discussed the following:

Prospective bidders are welcome to visit the exterior portion of the property in non-construction areas that are safely accessible. If access to the interior of the site is desired, email purchasing@panamacity.gov as soon as possible to request a site visit.

REQUESTS FOR INFORMATION (RFIs) AND ADDENDA

Amy Dodge discussed the following:

- Bidding documents, which include specifications and drawings, must be requested by emailing purchasing@panamacity.gov. Copies of documents received from other sources cannot and should not be relied upon.
- Bidders must review all documents carefully and send any substitution requests, requests for clarification or interpretation of the Bidding Documents, Requests for Information (RFIs), and questions to purchasing@panamacity.gov as soon as possible.
 - Please note, the deadline for Substitution Requests is ten days prior to the date for receipt of Bids at 5:00pm CT.
 - Please note, the deadline for requests for clarification or interpretation of the Bidding Documents, Requests for Information (RFIs), and questions is seven days prior to the date for receipt of Bids at 5:00pm CT.
- All responses to Substitution Requests, RFIs, and Questions will be included in Addenda.
- Addenda are emailed to plan holders. They are also published on the City's website and Bonfire portal.
- It is the sole responsibility of the bidder to determine if any addenda have been issued.
- All Addenda should be reviewed carefully.
- Acknowledgement of addenda is required per instructions.

BIDDING PROCEDURES

Amy Dodge discussed the following:

- **The deadline for Bid Submission is July 8, 2026, at 10:00 a.m. Central Time.**
- Submission via the City's Bonfire portal is preferred. If an alternative method of submission is desired, please contact purchasing@panamacity.gov
- The bids will be opened and read aloud on July 8, 2026, at 10:00 a.m. Central Time in n Room 010 of City Hall, 501 Harrison Avenue, Panama City, FL 32401.

COORDINATION OF WORK and PROJECT LIMITS

Matt DeVito and Michelle Zirkle advised attendees of the following:

- A new parking lot is currently under construction on the Truesdell Park property with related site work. The awarded contractor for PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell Facility will need to be mindful of the new parking lot and site work to ensure they do not damage it in any way.
- A new playground is expected to be installed on the Truesdell Park property within the next few months. The anticipated date for construction/installation is late August 2026. Construction/installation of the playground should not impede work related to PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell Facility.
- If needed during the Work, the City will provide a diagram/map of the park property indicating the limits of work for PC26-023 CDBG-DR Hometown Revitalization Program – Truesdell Facility as well as the limits of work for the playground.

REQUESTS FOR ACCESS TO INSIDE OF BUILDING, GUIDED SITE VISIT

Matt DeVito asked attendees if anyone wished to have access to the inside of the Facility. No one expressed a desire to access the inside of the Facility.

Amy Dodge reminded attendees that access to the interior of the site may be requested via email to purchasing@panamacity.gov. Such requests should be made as soon as possible to allow time for scheduling.

QUESTIONS

Attendees were provided with an opportunity to ask questions. There were no questions from attendees.

NEXT STEPS

- The Pre-Bid Meeting Minutes will be distributed to plan holders via email. The Minutes will also be posted to the City's website and Bonfire portal.
- The Purchasing Division will receive questions/RFIs and issue addenda as needed.

ADJOURNMENT