**ADDENDUM NO. # (Rev 1/2023)**

ISSUE DATE: **Month Date, Year**

RE: **Name of Project – This Must Match Title Block of BDs – May Be 3 to 5 Lines**

 **Name of Building or Facility**

 **Name of Institution**

 **Name of Owner Agency**

 **City or County, Wisconsin**

 Division Project No. **Insert Division Project Number**

***Chose the appropriate Bid Language (delete this line)***

**BID SUBMISSION DUE by 1:00PM, BID OPENING for MEP BIDDERS: 2:00 P.M., Insert bid opening date.**

**BID SUBMISSION DUE by 1:00 PM, BID OPENING for GPC BIDDERS: 2:00 P.M., Insert bid opening date.**

**BID SUBMISSION DUE by 1:00PM, BID OPENING for AAC Bidders: 2:00 P.M.,** **Insert bid opening date.**

**BID SUBMISSION DUE by 1:00PM, BID OPENING at 2:00 PM: Insert bid opening date.**

FROM: **A/E's Name and Address**

 **Address Line 1**

 **Address Line 2**

TO: Prospective Bidders

This addendum forms a part of the Contract Documents and modifies the original Contract Documents dated **Insert date of bidding documents** as noted below. Acknowledge receipt of this Addendum by inserting the number and issue date of this addendum in the blank space provided on the Bid Form. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of **Insert number of pages as “one (1) pages”** and the attached documents:

* **Insert document titles, page numbers and dates, as applicable**

CHANGES TO BIDDING REQUIREMENTS:

1.

CHANGES TO CONDITIONS OF THE CONTRACT:

2.

CHANGES TO SPECIFICATIONS (DIVISIONS 2 THRU 34):

3.

CHANGES TO DRAWINGS:

4.

END OF ADDENDUM

A/E's Name and Address Division of Facilities Development

Address Line 1 Department of Administration

Address Line 2 Madison, Wisconsin 53707-7866