

Dixon Elementary School – Roof Repair
Project No. 2019005
Onslow County Schools
Pre-Bid Conference Agenda
May 16, 2019 at 10:00 a.m.



Owner: Onslow County Schools
200 Broadhurst Road
Jacksonville, NC 28540

Location: Dixon Elementary School
130 Betty Dixon Road
Holly ridge NC 28445

Architect: Smith Sinnett Architecture, P.A.
4600 Lake Boone Trail, Suite 205
Raleigh, NC 27607
Phone: (919) 781-8582
Fax: (919) 781-3979

Ed Gordon

Meeting Minute Notes are at the end of the Agenda in **orange**.

On behalf of the Owner and Smith Sinnett Architecture, we would like to thank you for your interest and attendance at this Pre-Bid Conference.

I Bid:

Bids will be received until **Thursday, June 6th, 2019 by 2:00p.m.**, for a Single Prime Contract at:

Onslow County Schools Offices
200 Broadhurst Road
Jacksonville, NC 28540
Maintenance Department Meeting Room (**Meeting Room #4**)

All bids will be held until 2:00 p.m. on that date and at which point the bids will then be opened and read aloud.

II Bid Day Documents: Refer to Specifications

1. Proposal Form Pages 1 through 4
2. Bid Bond (5%) or Certified Check (5%)
3. Minority Business Guidelines (10% Goal)
4. Bid envelope should be sealed with the following information listed on the outside of the envelope.
 - a. Bidder's Name and Address
 - b. North Carolina Contractor's License Number
 - c. Name of Project
5. If awarded the Contract, the Bidder must provide an executed Performance Bond and Payment Bond for 100% of the Contract by a company licensed in North Carolina. Certificates of Insurance meeting the requirements indicated in the Specifications will also be required.
6. Any bids that have qualifying notes or comments will be rejected.



7. For mailed bids, it's the contractor's responsibility to ensure the bid arrives prior to the bid opening time. Place the bid in a double envelope with "Sealed Bid Do Not Open" written on the envelope.

III Alternates / Allowances / Unit Prices:

ALTERNATES

Alternate No.1; Asphalt Shingles, Replace Recovery Board: State the amount to be added to the Base Bid for providing all labor and materials to remove and replace the existing roof recovery board (1-layer) to match existing 'Loadmaster' roofing assembly per the plans and specifications and as shown and noted in the Contract Documents.

Alternate No. 2; Metal Roofing: State the amount to be added to the Base Bid for providing all labor and materials to remove and replace the existing roof covering with metal roofing per the plans and specifications and as shown and noted in the Contract Documents

IV ALLOWANCES

(Refer to Division 01 Section 01 21 00 – Allowances for amounts to be included in bid)

Allowance No. UP/A-1; REMOVAL AND REPLACEMENT OF EXISTING METAL ROOF DECK:
Allow an amount per square foot for removal and replacement of existing metal roof deck with new metal roof deck based on the unit price for removal and replacement of existing metal roof deck quoted in the Proposal.

Quantity: 5,000 SF

Allowance No. UP/A-2; REMOVAL AND REPLACEMENT OF EXISTING SUB-DECK PANELS:
Allow an amount per square foot for removal and replacement of existing "Loadmaster" sub-deck panels (approx 1-1/2" thickness) and replacement with fiber reinforced gypsum panels on the unit price for Removal and Replacement of Existing Sub-Deck Panels quoted in the Proposal.

Quantity: 5,000 SF

Allowance No. UP/A-3; REMOVAL AND REPLACEMENT OF EXISTING METAL SOFFIT PANELS:
Allow an amount per square foot for removal and/or replacement of existing damaged or missing metal soffit panels and replacement with new metal soffit panels based on the unit price for Removal and Replacement of Existing Metal Soffit Panels quoted in the Proposal.

Quantity: **5,000 SF**

Allowance No. A-4; CONTINGENCY:

Contingency allowance shall be provided as follows and the price shall be adjusted based on the actual cost of subcontracts, materials, and labor, excluding overhead and profit. Allowances for overhead and profit shall be provided within the contract price. If there is unused allowance at the conclusion of the project, the allowance plus 15% will be deducted from the contract.

Contingency: \$25,000.00



UNIT PRICES

Unit Price No. UP/A-1; REMOVAL AND REPLACEMENT OF EXISTING METAL ROOF DECK:

Provide a Unit Price per square foot for removal and replacement of existing metal roof deck with new metal roof deck based at the unit price quoted in the Proposal.

Unit Price No. UP/A-2; REMOVAL AND REPLACEMENT OF EXISTING SUB-DECK PANELS:

Provide a Unit Price per square foot for removal and replacement of existing “Loadmaster” sub-deck panels (approximate 1-1/2” thickness) and replacement with fiber reinforced gypsum panels at the unit price quoted in the Proposal.

Unit Price No. UP/A-3; REMOVAL AND REPLACEMENT OF EXISTING METAL SOFFIT PANELS:

Provide a Unit Price per square foot for removal and/or replacement of existing damaged or missing metal soffit panels and replacement with new metal soffit panels matching the existing profile and gauge based on the unit price quoted in the Proposal

IV E-Procurement Vendors

If the low bidder is an E-Procurement Vendor, the owner will not be responsible for any fees associated with the E-Procurement process incurred by the low bidder or any subcontractor. Refer to 009010 Special Conditions Article 8

V Schedule: (Schedule will be verified via Addendum)

Notice to Proceed: anticipated **July 30, 2019.**
Substantial Completion: **January 30, 2019.**
Final Completion: shall occur 30 days after Substantial Completion

VI Liquidated Damages:

See Supplementary General Conditions: **\$250.00 each calendar day** in excess of the stated completion time.

VII Examination of Bid Documents:

All Bidders are expected to fully examine and familiarize themselves with the Drawings, Specifications and Existing Conditions. All Bidders should read the scopes of the bid package. Any questions or clarifications should be directed to the Architect. No allowances will be made after the bids are received for any oversight due to failure to examine the documents.

VIII Substitutions:

Substitutions or approvals of “Equals” will only be accepted if approved by the Architect in writing at least 10 days prior to the receipt of bids: May 27, 2019.

IX Technical Questions:



Technical questions should be submitted to Architect as soon as possible by phone or preferred email.

ctennant@smithsinnett.com
(919) 781-8582

X Construction Documents:

This is a formal bid and construction documents can be accessed post request from our website

XI Addenda:

Addenda will be emailed to everyone on the Architect's plan holders list.

XII Plan Holders and Bidders List:

Plan Holders and Bidders List will be posted on our website.

XIII Architect's brief description of the project:

Project will involve the removal and replacement of roofing materials as described in the Contract Specifications and indicated per roofing assembly details on the Contract Drawings.

Base Bid

Involves the removal of the existing shingles and the replacement with ice and water shield and new asphalt shingles.

Alternate 1

Added to the based bid is the removal of the top layer of Loadmaster decking and the replacement of a new layer.

Alternate 2

Project consists of the careful removal of the existing shingle roof and permitting the underlying Loadmaster roofing substrate to dry. This will be followed by the installation of rigid insulation and a vapor barrier placed atop the insulation. Finally the metal roofing will be placed over the previous layers.

The owner may choose to award one or more alternates after the initial NTP is issued. The award will occur within the 60 days listed in the proposal form.



Notes from Meeting:

1. Contractors wishing to visit the site and take their measurements can arrive during normal school hours and must stop at the administration desk to let the person at the front desk why they are there. They will need to sign in using the visitor's system and should let the administrator know that Mr. Reed asked to be notified of their presence.
2. The front canopy is missing several sections of roofing. It was explained that the front walkway canopy to the bus lot and southwest parking lot is not a part of this project.
3. Mr. Rotchford from the Onslow County Inspections Department was present and noted that the permit for the Dixon Elementary Roof Repairs would be a total of \$750.00.
4. Mr. Harrell from Onslow County Schools described several areas where the roof was repaired and is currently in failure. The area is over the Multipurpose Room (northeast building). In this area the existing Loadmaster Roof was overlaid with a layer of plywood. This discussion was that the entire building including eaves have the plywood overlay.

After the meeting a portion of the site was walked, and the following discussions occurred:

5. Missing and damaged soffit panels – This will be covered by an allowance. There have been several different types of panel placed over the years and the intent is to match the replacement panels to match those present in that area. It was noted that most are of approximately the same cost per sf and the contractors would use the submittal process to work through the specific type. Soffit panels around the entire perimeter of the school were damaged and the end result is that all damaged panels be replaced or otherwise repaired.
6. Eave Aluminum soffit Panels – one of the rakes was badly damaged during the storm and will be replaced. An additional allowance will be created to address the area identified. Some additional areas were damaged, and the allowance will be designed to cover these areas.
7. Existing Exterior Gypsum Ceilings – in the area between the Multipurpose Building and the Cafeteria (two buildings to the north) have exposed exterior gypsum wallboard. The group discussed the most reasonable solution would be to remove the gypsum panels to expose the underlying structure. This will allow the new metal panels to be quickly attached.
8. Wrapping of exterior Bulkheads – there are several areas where the existing exterior bulkheads were removed or damaged from the storm. These areas are to be recovered using metal.