

**ADDENDUM 1**

**ADDENDUM DATE:** February 17, 2021

**PROJECT:** Southwest Elementary School Re-Roof  
2601 Burgaw Highway  
Jacksonville, NC 28540

**OWNER:** Onslow County Schools  
200 Broadhurst Road  
Jacksonville, NC 28540

**ARCHITECT:** Smith Sinnett Architecture, P.A.  
4600 Lake Boone Trail, Suite 205  
Raleigh, North Carolina 27607

**BIDS DUE:** **Tuesday, February 23<sup>rd</sup>, 2021 at 2:00 p.m.**  
Onslow County Schools Offices  
200 Broadhurst Road  
Maintenance Department – Meeting Room #4  
Jacksonville, NC 28540

**Please note, Project Addendums and Bidders List are posted on our website**  
<https://smithsinnett.com/documents/>

**Pre-Bid Meeting Clarifications and Comments**

1. **Pre-Bid Meeting:** The Pre-Bid Agenda along with meeting notes is attached at the end of this addendum.
2. **Open Meeting** – An Open Meeting for Preferred Alternates was held for the Roofing Manufacturer: Construction Metal Products, Inc. The purpose of this Preferred Alternate was for compatibility in all aspects with the Phase I and Phase II construction completed using Construction Metal Products, Inc. material. No objections or comments were made and the meeting was closed. The sign in sheet is on our website
3. **CLARIFICATION:** E-procurement regulations apply to this project. Refer to 009010 Special Conditions, Article 8 – E-Procurement. If your company is a registered e-procurement vendor, any fees or costs associated with being an E-Procurement Vendor are to be paid by the Contractor.
4. **CLARIFICATION:** A building permit will be required and is the responsibility of the Roofing Contractor

**Architectural - Specifications**

5. **CLARIFICATION:** No Changes

**Architectural - Drawings**

6. **CLARIFICATION:** No Changes

**End of Addendum # 1**

**Attachments:**

***SW Elem Ph III Pre Bid Notes w-Comments***

**Southwest Elementary School – Partial Roof Replacement Phase III**  
**Project No. 2020061**  
**Onslow County Schools**  
**Pre-Bid Conference Agenda**  
**February 11<sup>th</sup> at 10:00 a.m.**

SMITHSINNETT  
architecture

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

**Location:** Southwest Elementary School  
2601 Burgaw Highway  
Jacksonville, NC 28540

**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  
Christine Proctor

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 are due **Tuesday, February 23<sup>rd</sup>, 2021 at 2:00 p.m.**, for a Single Prime Contract

Location:  
Onslow County Schools Offices  
200 Broadhurst Road  
Jacksonville, NC 28540  
Maintenance Department Meeting Room also known as Meeting Room#4

*All bids will be held until **2:00 p.m.** on that day, then 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.
8. Prior to bid day familiarize yourself with the bid form and make sure it is filled out correctly. Make sure you fill out every section that is required including check marks on addendum etc.



### III Alternates / Allowances / Unit Prices:

#### ALTERNATES

**Alternate No. 1; Owner Preferred Manufacturer:** State the amount to be added to the Base Bid for providing all labor and materials indicated and required to accomplish the work involved in providing the Owner Preferred Manufacturers Listed Below:

Roofing Manufacturer – Construction Metal Products, Inc.  
2204 West Front Street  
Statesville, North Carolina 28677

Note that equal products are allowed ONLY in the Base Bid.

#### 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: 800 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: 800 SF.**

**Allowance No. A-3;** 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: \$10,000.00**

#### 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.

**IV Open Meeting for Discussion of Preferred Alternates:**

Alternate No. 1; Owner Preferred Manufacturer  
Roofing Manufacturer – Construction Metal Products, Inc.  
2204 West Front Street  
Statesville, North Carolina 28677

Comments  
Close Meeting for Discussion of Preferred Alternates

**V 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

**VI Schedule:**

**Substantial Completion August 31, 2021.**

**Final Completion** shall occur on or before **October 1, 2021.**

**VII Liquidated Damages:**

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

**VIII 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.

Again make sure you have fully filled out your bid day documents correctly.

**IX 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: February 13, 2021

**X Technical Questions:**

Technical questions should be submitted as soon as possible by email.

egordon@smithsinnett.com  
(919) 781-8582



**XII Construction Documents:**

The Construction Documents can be accessed by completing the “Intent To Bid Form” and returning as noted on the form. Construction Documents may be ordered at the plan holder’s expense from:  
**Document Imaging 919-460-9440**

**XIII Addenda:**

ALL Addenda will appear in the Southwest Elementary Reroof Phase III box on the Documents page. For those of you that completed your Intent To Bid Form, you will be sent a link. It is your responsibility to verify you have all the Addenda prior to and on bid day.

**XIV Plan Holders and Bidders List:**

Plan Holders and Bidders List can be downloaded from: [www.smithsinnett.com](http://www.smithsinnett.com) under the Documents Tab.

**XV 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.

**XVI Comments from Prebid Meeting / added post meeting:**

The following are notes base on any conversation at the Pre-Bid meeting held as noted above on site.

1. The Pre-Bid Meeting was held outside at the Southeast corner of the building, near the section of roof to be replaced.
2. Each section of the Pre-Bid meeting notes were covered.
3. At one point the meeting was suspended and a new meeting was convened to discuss the preferred alternate. Having no objections to the preferred alternate, that meeting was adjourned, and the Pre-bid meeting resumed.
4. It was stressed that each bidder should read and understand the bid package prior to bid day and on bid day ensure all sections and requirements are fulfilled.
5. A laydown area was identified near the northeast side of the campus, near where several Connex boxes are located.
6. The parking lot to the East of the section being roofed may be used during the mornings as a parent drop and afternoon pickup with some potential parking by staff during the day. This is due to Covid operations and may change or be relaxed if conditions change.
7. Contractor must provide appropriate warning signage, fencing, or other safety measures to ensure a safe environment for all students and staff.
8. Contractor shall, upon the first day on site, check in at the front desk. At that time you will be asked to provide proof of identification and will notify the Receptionist of who you are, company name, and other pertinent information. After the initial check-in, the contractor will not need redo this process and can begin work without stopping at the front desk.
9. There are several days when students will be testing, and the contractor shall avoid working those days or do work that does not create noise or otherwise disturb the students.
10. All Contractor employees and subcontractors shall wear identifiable clothing or other indications they are a part of the Contractors team.
11. A brief description of the process was discussed which included:
  - a. Tear off – existing ice and water may stick to loadmaster or may come up with shingles. The exact process will be determined after inspection and will be based on protecting the loadmaster material.

**Southwest Elementary School – Partial Roof Replacement Phase III**  
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- b. After all shingles, ice and water as noted, and all do-all-nails removed or hammered below loadmaster, insulation will be placed with Ice and Water membrane place on top of the insulation, after that the metal roof will be installed.
12. The intention is to have approximately 1” air space between the top of the Ice and Water and the bottom of the metal roof pan.
13. After the meeting the group walked around the section to be replaced and reviewed the following:
  - a. The section of roof that abuts the Split Face Block has a relatively high section of flashing and it is anticipated that the grout line is close to the 8” SMACNA standards and will be used unless an issue arises.
  - b. The Northwest section, where the existing shingle roof and the existing metal roof abut was pointed out as an area the contractor needed to understand some valley work near the valley would be required.
14. E-Procurement Vendors. If the contractor is an E-Procurement Vendor, any and all fees are the responsibility of the Contractor.
15. A special note was made to refer Contractors to Specification Section 012100 – Allowances, Section 3.3 Schedule of Allowances, Allowance No. A-3; Contingency. Contractor shall include 15% in the base bid for the amount of Allowance No. A-3. If there is unused allowance, the allowance amount plus 15% of the remaining amount will be deducted from the contract.