



ADDENDUM #2
ITB NO. 1010-0-2021/LD
SDO BOARD ROOM, EXTERIOR FINISHES & ROOF PROJECTS

DATE: 10/27/21

A. **The purpose of this addendum is to provide clarification at the Mandatory Pre-Bid held on October 20, 2021 at 10:00am, as well as to answer questions submitted by the vendors. Question deadline is October 27, 2021 at 2:00 pm to bids@martinschools.org**

- The roofing, membranes, flashings, cement, etc., are assumed to be asbestos containing material. The contractor shall remove and dispose of all roofing materials in accordance with asbestos containing material removal requirements. All related costs shall be included in the GMP.
- The schedule information has been updated with 90 days being added to the schedule vs. what was in the advertisement, as follows:
 The Awarded Contractor shall start work within 10 days of issuance of the Notice to Proceed. The Awarded Contractor is to prosecute the work uninterrupted in such a manner, with sufficient labor, equipment and/or materials so as to ensure its completion by no later than **421** days from notice to proceed as indicated below:
 - **270 Calendar Days** From Notice to Proceed to Substantial Completion -SDO BOARD ROOM & EXTERIOR FINISHES
 - **60 Calendar Days** From Substantial Completion To Final Completion - SDO BOARD ROOM & EXTERIOR FINISHES
 - **90 Calendar Days** From Final Completion -SDO BOARD ROOM & EXTERIOR FINISHES -To Final Completion - SDO ROOF PROJECT
- Note: Pursuant to Florida Statutes, Martin County School District (Owner) is exempt from Florida Sales Tax on the purchase of construction material and equipment and has elected to exercise this right. All bids are to be submitted with all applicable taxes included. See attached MCSD DPO Process-04-12-21 PDF for information on the DPO process.
- Chase Coleman of Patterson Pope will be providing a quote to the District for the relocation of the Student Records from the Stuart Learning Center to the new Board Room Project on the District Office campus that the contractors will have to include in their proposal for the 1010-0-2021LD Project.

B. **This section is to answer questions submitted by the vendors.**

Question 1: There is mention of STO Corp. textured finish, it's the last item but I'm not seeing it called out specifically on any of the exterior finish schedules, only the colors are mentioned. Please clarify.

Answer 1: There are not any reference to STO Corp. textured finish in the documents. Without further clarification from the bidder asking the question to where the reference to STO is located on a sheet, specification, or detail, we cannot provide an answer to the question.

Question 2: Spec section 084113 1.13 I calls for Condensation Resistance NLT CRF 45, 084113 2.8A calls out the wrong exterior storefront product series as it does not meet any CRF standards at all. It should read YKK YHS50-TU Thermally Broken not YKK YHS50-FS.

Answer 2: The storefront product in specification 08 41 13 2.8A shall be YKK AP YHS 50 TU.



Question 3: Now – If Level “E” Impact is in fact required, you can’t use the Thermally Broken system since it has not been tested to Level “E”. The YKK YHS50-FI has been tested to Level “E” but it will not meet the listed CRF 45. Therefore if Level “E” and CRF are both required, then Curtain Wall framing YHC 300 OG (insulated glazing) must be used throughout all exterior locations.

Answer 3: Level E impact is not required for this project

Question 4: Will there need to be test and balance done by a third party?

Answer 4: The School District will hire the vender for the test and balance to done on the project

All other terms and conditions of this ITB remain unchanged.

This Addendum shall be considered an integral part of the ITB and Contract Documents and this Addendum must be signed and returned with your submittal **by 2:00 p.m. on November 3, 2021**, and acknowledged on the Bid Form designated in Section 7.2. Failure to comply may result in disqualification of your bid submittal.

Lenora S. Darden

Lenora Darden, MCPP, CPPB, CPSM
Purchasing Supervisor

Acknowledgement is hereby made of Addenda #2 to ITB# 1010-0-2021/LD: SDO Board Room, Exterior Finishes & Roof Projects.

Authorized Signature

Firm

Printed, Title

Date

Email Address



DIRECT PURCHASE ORDER PROCESS

(April 12, 2021)

MARTIN COUNTY SCHOOL DISTRICT

1939 SE Federal Highway
Stuart, Florida 34994

Note: Pursuant to *Florida Statutes*, Martin County School District (Owner) is exempt from Florida Sales Tax on the purchase of construction material and equipment and has elected to exercise this right. All bids are to be submitted with all applicable taxes included.

DIRECT PURCHASE ORDER PROCESS

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Pursuant to *Florida Statutes*, Section 212.08(6), and *Florida Administrative Code*, Number 12A-1.094, Martin County School District is exempt from Florida Sales Tax for the purchase of construction materials, supplies and/or equipment incorporated into a construction project. Under this program, the Florida Sales Tax rate of 6.5% shall apply. The discretionary sales surtax rate (.5% for items delivered to Martin County School District) applies only to the first \$5,000 of each purchase.

The Owner has elected to exercise this right to direct purchase selected materials on all construction projects and such direct purchase shall be without any additional cost to the Owner. **All bids are to be submitted with all applicable taxes included.** See project specifications for complete details and information.

The Contractor shall assume all risk and remain fully responsible for all material incorporated into any project, directly purchased by the Owner or not. This will include, but not be limited to, insurance, theft, storage, damage during installation, coordination, quantities ordered, submittals, protection, scheduling, shipping, security, expediting, receiving, installation, cleaning and all applicable warranties, etc. The procedures outlined here may change at any time without prior notice to Contractor.

I. TERMS – For the purpose of this document, the following terms will be defined:

- a. **Certificate of Entitlement:** A certificate confirming that the property purchased from that vendor will go into, or become a part of, a public work.
- b. **Change Order (CO):** A written order authorizing a change in the scope of work, contract amount or contract time.
- c. **Contractor:** A General Contractor (GC) or Construction Manager @ Risk (CMr).
- d. **Martin County School District:** MCSD or Owner.
- e. **MCSD New Vender Form:** Each Vender has to fill out the MCSD New Vender Form and be approved by the MCSD as a Vender.
- f. **Direct Material Purchase (DMP):** A purchase made directly by the Owner from a vendor, and not through a contractor.
- g. **Direct Purchase Order (DPO):** A purchase order issued by the Owner directly to the Contractor's vendor for the purchase of materials exempt from sales tax.
- h. **Direct Purchase Process (DPP):** Guidelines outlined in this document.
- i. **Facilities:** The Facilities Design and Construction Department of MCSD.
- j. **Material:** Any material, supplies, or equipment incorporated into a MCSD construction project.
- k. **Request for Purchase Order (RFPO):** A request to purchase stated material or services for a quoted price.
- l. **Purchase Order (PO):** A written authorization issued by the Owner for a vendor to delivery material or services at a specified price, which becomes a legally binding contract upon acceptance by the vendor.
- m. **Vendor:** A company supplying material to the Project, whether such provision includes installation or not.
- n. **Vendor Requisition Form (VRF):** A list of material and price quotes provided by the Contractor to the Owner for issuance of a Direct Purchase Order (DPO) by the Owner.
- o. **Vendor List:** A list provided by the Contractor of the vendors the Owner will direct purchase material from.

Summary of Steps for Direct Purchase of Material

1. Purchase Order issued to GC and/or CMr for full amount of contract.
2. Schedule of Values reviewed by MCSD and selected item identified for Direct Purchase Order.
3. **GC and/or CMr** will submit a Vendor List to Owner of only the Vendors that MCSD will purchase from.
4. **GC and/or CMr** will submit a Vendor Requisition Form (VRF) and required support document to Owner.
5. GC and/or CMr will submit MCSD New Vender Form and required support document for the Vender listed in the VRF to Owner.
6. Florida Sales Tax rate shall apply.
7. VRF must include quote from **Vendor**.
8. **Change Order** is issued to reduce Contractor's PO in the amount of direct materials purchased.
9. Issuance of Direct Purchase Order (DPO) to Vendor for Direct Purchase as outlined in the Change Order. This must include a Certificate of Entitlement.
10. MCSD notifies Vendor, Contractor and Subcontractor confirming DPO for direct purchase material (letter, email or whatever means mutually agreed upon).
11. GC and/or CMr coordinates delivery with Vendor.
12. Material is delivered and invoice sent DIRECTLY to Owner.
13. Upon receipt, Owner records invoice and forwards to GC and/or CMr for approval.
14. GC and/or CMr approves invoice, returns to Owner (within 5 business days).
15. Owner issued check to Vendor in payment for materials delivered.
16. Purchase orders are closed, and tax savings reverts to Owner.

II. INSTRUCTIONS

A. Overview

1. The Owner (MCSD) is exempt from sales tax on the purchase construction materials, supplies and/or equipment incorporated into a construction project. The Owner has elected to exercise this right to direct purchase **selected** materials on all construction projects and such direct purchase shall be without any additional cost to the Owner. **All bids are to be submitted with all applicable taxes included.**
2. The Owner shall, via Direct Purchase Order (DPO), purchase material and the Contractor shall assist the Owner in the preparation of the DPO. The Owner will purchase the material from Vendors selected by the Contractor for the price originally negotiated by the Contractor.
3. The Contractor's PO and contract amount shall be reduced by the amount of the DPO plus Florida State Sales Tax. This reduction in the Contractor's PO and contract amount will occur through a Change Order (CO), which will reference the Contractor's PO affected by the change.
4. Issuance of DPO's by the Owner shall not relieve the Contractor of any contract responsibilities for any material purchased and incorporated into a construction project, directly purchased by the Owner or not, with the exception of the payments for the material or equipment purchased via DPO.
5. The Contractor shall remain fully responsible for, insurance, theft, storage, damage during installation, coordination, quantities ordered, submittals, protection, scheduling, shipping, security, expediting, receiving, installation, cleaning and all applicable warranties, etc. The Contractor must maintain the Builder's Risk policy to include **ALL** material and equipment stored on-site and installed on-site.
6. It is recognized that the Contractor may encounter additional overhead costs in assisting the Owner with its Direct Purchase Program. The Contractor is charged with including all additional costs as part of the Bid or Proposal.
7. No payment will be made for material or equipment stored off-site.
8. All invoices must contain the Owner's DPO number in order to be accepted and processed for payment.

B. Vendor List

1. Upon contract award of the construction project, the Owner will review the schedule of values with Contractor and determine which items the Owner will direct purchase.

C. Direct Purchase Order Request – Vendor Requisition Form

1. When the materials to be direct purchased have been determined, the **GC and/or CMr**

shall issue a Vendor Requisition Form (VRF) addressed to the Owner. The VRF shall contain the following minimum information and be submitted at least 20 days prior to shipment of material. One request per Vendor (see example on page 9).

- a. Date of VRF
- b. Project name, number and location
- c. VRF number provided by the GC and/or CMr
- d. GC and/or CMr contact information
- e. Subcontractor contact information
- f. Vendor's full business name, address, complete contact numbers – telephone, fax, e-mail, etc.
- g. Any special instruction; for delivery and contact person
- h. Quantity of each material
- i. Description of all material including item and/or serial number
- j. Unit cost of each material
- k. Extended price of each material (quantity times unit cost)
- l. Sales tax on material to be purchased. Florida Sales Tax rate of 6.5% on the entire purchase plus discretionary sales surtax of .5% on the first \$5,000 shall apply.
- m. Shipping – The VRF and the quote must indicate FOB Destination or Job Site. The Owner will not pay shipping and handling charges.
- n. Total price for all material ordered (extended prices plus salestax)
- o. Copy of detailed quote from Vendor indicating same information including sales tax amount
- p. Signature and printed name of GC and/or CMr
- q. Review & Signature of MCSD Project Manager

2. All VRF's may be submitted at the same time.

3. All VRF's should be sent by E-mail to MCSD Facilities Department

D. Change Order Request

1. At the same time the VRF is submitted, a Change Order must be submitted/executed for reduction of the GC and/or CMr PO and issuance of the DPO. For this CO, the following documents are required (see example):
 - a. Completed and approved original CO's
 - b. Complete description of proposed change
 - c. The CO must indicate the amount of tax savings
 - d. List all VRF requested

E. Issuance of Purchase Order

1. Once VRF is reviewed by Purchasing, they will be submitted to the Construction Office for issuance of the Direct Purchase Order (DPO).
2. 3. GC and/or CMr with review and sign off on VRF and Change Order.

3. GC and/or CMr Office will assign an DPO item count number (separate from PO number which will be added spreadsheet once PO has been assigned as to have count number and purchase order number). Said spreadsheet must be maintained for project in its entirety.
4. The Owner will issue an DPO in the amount of the VRF less sales tax. This purchase order must have a Certificate of Entitlement attached. The DPO will contain the following minimum information:
 - a. Date
 - b. Note stating:
Owner Direct Purchase Order No## and project name/number (ie: PK Construction)
 - c. Vendor's full business name and address
 - d. Special instruction; for delivery and contact person
 - e. The authorized quantity, material description, unit cost, and extended price for each material
 - f. Total price for material ordered (less tax)
5. The Owner will send the DPO to the Vendor, with a copy retained by the Owner, and copies sent to the Contractor.
6. Upon receipt of the DPO by the Vendor, the Vendor and Contractor shall coordinate and schedule delivery of the material to the job site.
7. After delivery, the Vendor must issue and deliver the invoice directly to the Owner's Construction Office. The invoice must clearly reference the Owner's DPO number (purchase order number).
8. All material is to be delivered to the job site, where the Contractor assumes all responsibility and risk.

F. Invoice Approval and Payment

1. Upon receipt of the Vendor's invoice by the Owner, the Owner will fax a copy to the Contractor for verification and approval. The Contractor will have (five) 5 working days to process the invoice for payment. Once approved by the Contractor and Owner, the Vendor's invoice will be paid through Owner's Construction Office via AP process.
2. The Owner will issue payment to Vendor in the amount approved by the Owner and Contractor. The amount paid to the Vendor will not exceed the amount of the DPO. In order to maintain timely payments, it will be the responsibility of the Contractor to process invoices in accordance with the payment schedule. The Contractor shall pay any late fees incurred as a result of the Contractor's failure to process invoices in a timely manner.

G. Contractor's Pay Request

1. The Contractor shall be responsible for maintaining details of direct material purchased and tax savings on the AIA Form G702, *Application and Certificate for Payment*, in the project. The material direct purchased by the Owner and the resulting sales tax savings must appear on each pay request along with all other CO's.
2. The Contractor's pay request:
 - a. Must have the DPO items deducted from pay request, itemized in the pay request.
 - b. Must show all Change Orders (CO's) and Direct Purchase Orders (DPO's) with complete details.
 - c. Facilities will reconcile pay request with their records
 - 1) Contractor will be contacted to resolve any discrepancies
 - 2) Owner will email summary as transactions occur

H. End of Process

1. All DPO's have been issued, materials delivered, invoices approved and paid.
2. Facilities will close all DPO; a CO maybe required to close-out the project.
3. Any discounts for prompt payment are for the account of the Owner.

I. Forms & Examples of Documents

1. Electronic examples of the following forms are available via email :
 - A. Vendor Requisition Form
 - B. MCSD Change Order Form
 - C. Example of the New Vender Form
 - D. Example of Certificate of Entitlement to be used by Vendor for DPO
 - E. Copy of MCSD Certificate of Tax Exemption
2. A Copy of a properly completed pay request with DPO and Owner CO information, Form AIA G702, is available upon request.
3. Working copies of applicable documents are available upon request.

Vendor Requisition Form

Date: _____	MCSD PO# _____			
MCSD Project Name: _____	Ship To Address: _____			
MCSD Project #: _____	VRF #: _____			
Contractor: _____	Contractor Tel: _____			
Contr. Project #: _____	Contact Person: _____			
Address: _____	Delivery Date: _____			
	E-Mail: _____			
SubContractor: _____	Sub Con Tel: _____			
SubCon. Project #: _____	Contact Person: _____			
Address: _____	Delivery Date: _____			
	E-Mail: _____			
Vendor/Supplier _____	Vendor Tel: _____			
Project #: _____	Contact Person: _____			
Address: _____	Delivery Date: _____			
	E-Mail: _____			
Special Instructions: _____				
ITEM#	DESCRIPTION	QUANTITY	UNIT AMOUNT	TOTAL AMOUNT
Please submit quote from Vendor/Supplier with Vendor Requisition Form (VRF)			Subtotal	
			Sales Tax 6.5 %	
			.5% on first \$5000	\$25.00
			Total	
Important Note: It is imperative in the interest of prompt payment that all original invoices are sent directly to Martin County School District, Attn: Facilities Department , 1939 SE Federal Highway Stuart, Florida 34994. All invoices must reference the Project Name/Number and MCSD Purchase Order Number.				
Contractor Name: _____				
Verified & Approved by: _____				Contractor
Approved by: _____				MCSD Project Manager

MCSD Change Order

Instructions: Submit three (3) originals of this form with proper back-up and a letter from A/E indicating who initiated each item of the change order and A/E's concurrence as to price and time extension (if any).

MARTIN COUNTY SCHOOLS DISTRICT CONSTRUCTION CHANGE ORDER

MCSD PROJECT:		CHANGE ORDER #:	
ARCHITECT/ENGINEER:		DATE:	
TO: CONTRACTOR ADDRESS		PO #	
		A/E JOB #:	

YOUR PROPOSAL DATED _____ HAS BEEN ACCEPTED FOR MAKING THE FOLLOWING CHANGES:

DESCRIPTION OF PROPOSED CHANGE:	DECREASE	INCREASE
SUBTOTAL:		
TOTAL INCREASE/ (DECREASE):		

THE ORIGINAL CONTRACT SUM WAS:	
NET CHANGE BY PREVIOUSLY AUTHORIZED CHANGE ORDERS:	
THE CONTRACT SUM PRIOR TO THIS CHANGE ORDER WAS:	
THE CONTRACT SUM WILL BE INCREASED/ (DECREASED) BY THIS CHANGE ORDER:	
THE NEW CONTRACT SUM INCLUDING THIS CHANGE ORDER WILL BE:	
THE CONTRACT TIME WILL BE (INCREASED) (DECREASED) (UNCHANGED) BY For any change in TIME, it must be identified herein if the change is "Excusable non- compensatory" or "Excusable compensatory". If excused compensatory, compensation must be recited and documented herein and	DAYS
THE DATE OF SUBSTANTIAL COMPLETION THEREFORE IS:	

By execution of this Change Order the Contractor acknowledges that all issues related to compensation and time have been resolved and payment recited herein is full compensation for the work identified in this Change Order.

Martin County School District		
Architect	Contractor	Owner
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____



School or Dept. _____ Attn. _____
 Phone: _____ Fax: _____

VENDOR INFORMATION FORM

This form and an executed W-9 form **must** be completed before we can add your company to our vendor files, or update current information on an existing vendor file. **Please return completed form to the School or Department that sent it to you, see above information.** Upon return to the School or Department, it will be forwarded to Purchasing. Once the vendor number is assigned, Purchasing will advise the School or Department. Purchase Orders will be provided in an electronic format.

Purchase orders are required for all purchases. No school district employee is authorized to place an order for merchandise or services without a purchase order. The School District is not obligated to pay for any goods or services that have not been authorized by purchase order. The only exception would be a P Card purchase.

Type of credit cards accepted if applicable:

Related Party – is any School Board member or employee, or the spouse or child of any School Board member or employee a proprietor, an officer a partner or a director of this business, or do any of the parties individually or in combination have an ownership interest in this business? YES NO
If yes, please explain relationship: _____

Vendor requirement for Jessica Lunsford Act and confidentiality of student records, website:
<http://martinschools.org>

Beginning January 1, 2021, every public employer, contractor, and subcontractor shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. A public employer, contractor, or subcontractor may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

 Print Name/Title

 Signature of Acknowledgement

PLEASE PRINT

Order From: (to be used on Purchase Order)	Date:
Ordering Address:	Phone #:
Email PO to:	Contact Name:
City & State & Zip:	

Remit To: (if different than above, d/b/a must match W-9)	Florida Document #:
Address:	Federal EIN/SSN:
City, State, Zip:	Owner's name if SSN:

Example PO

PO DATE



MAIL INVOICES TO:
 SCHOOL BOARD OF MARTIN COUNTY FL
 ATTN: FINANCE DEPARTMENT
 1939 SE FEDERAL HIGHWAY
 STUART, FL 34994
 EMAIL TO: INVOICES@MARTINSCHOOLS.ORG
 STATE TAX EXEMPTION # 85-8013888651C-7
 FEDERAL EMPLOYER IDENTIFICATION # 59-6000742

PAGE	OF

VENDOR KEY :
 SHIP DATE :
 FISCAL YEAR :
 ENTERED BY :
 ORIGINAL REQ # :

PRINTED

VENDOR:

SHIP TO:

PHONE:

ATTN:

QUANTITY	UNIT	DESCRIPTION OF ITEMS OR MATERIALS	UNIT PRICE	AMOUNT
ACCOUNT SUMMARY (FOR INTERNAL USE)				
		ACCOUNT NUMBER	ACCOUNT AMOUNT	
			PAGE TOTAL	
			TOTAL	

COMMENTS TO VENDOR:
 THE PURCHASE ORDER NUMBER MUST APPEAR ON ALL
 INVOICES SUBMITTED TO OUR FINANCE DEPARTMENT

PURCHASE APPROVED BY:

Acceptance of this purchase order constitutes agreement to the terms and conditions posted
 on our website: <https://www.martinschools.org/Page/8854>



Consumer's Certificate of Exemption

DR-14
R. 01/18

Issued Pursuant to Chapter 212, Florida Statutes

85-8013888651C-7	10/31/2017	10/31/2022	COUNTY GOVERNMENT
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

THE SCHOOL BOARD OF MARTIN COUNTY
1939 SE FEDERAL HWY
STUART FL 34994-3915

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

Martin County School District Office
Sign-In Sheet
Please PRINT - Thank You.



	Name	Purpose of Visit	Date	Time
1.	[Redacted]			
2.				
3.				
4.				
5.				
6.				
7.				
8.	Chris Cool	Roof Survey	10/26	10:16
9.	[Redacted]			
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

Handwritten note at the bottom of the page: "Please print name"



ADDENDUM #1
ITB NO. 1010-0-2021/LD
SDO BOARD ROOM, EXTERIOR FINISHES & ROOF PROJECTS
DATE: 10/22/21

An OPTIONAL site visit is scheduled at the School District Office for Monday, October 25, 2021.

Please check into the lobby by 9:00AM to be escorted to the roof area.

Please check out of the lobby no later than 3:00PM.

Contractors and Sub Contractors must bring their own ladders and equipment to get on the roof.

A. The purpose of this addendum is to provide clarification to vendor questions:

Question 1: Specification state prefab 16ga cants. Details show a fiber cant. Please clarify?

Answer 1: Provide fiber cants.

Question 2: Spec states 22 ga SS copings. Details show 040 Aluminum. Please clarify?

Answer 2: Provide 0.040" Aluminum copings.

Question 3: Spec states 22 ga SS Drip edges. Details show 24 ga SS. Please clarify?

Answer 3: Provide 22-gauge stainless steel drip edges.

Question 4: Are there specifications or drawings for Audio Visual Systems that would be a part of the control room, projectors and screens?

Answer 4: The Contractor shall provide and install the infrastructure that includes but is not limited to, all required conduit, boxes and related accessories as necessary to provide a complete audio-visual system. The District shall provide and install the equipment that will be used such as the projector and screens. The Contractor shall coordinate this scope of work with the District and the Districts Vendor.

Question 5: Is this only a GC bid? Or can we bid as a subcontractor for the roofing scope?

Answer 5: **Yes, As per Item 6.1 MCS**D is soliciting a Licensed General Contractor to submit bids for the following improvements within the existing School District Office Building located at 1939 SE Federal Highway, Stuart, Florida 34994: SDO Board Room, Exterior Finishes & Roof Project, in accordance with the Architect's Construction Documents, Project manual specifications and drawings.

Question 6: Spec notes AVL and Armstrong manufactures for the wall panels. They do not fabricate fabric wall panels. Are there other manufacturers that we can use?

Answer 6: Basis of Design for the fabric wall panels is Carnegie Xorel Strie as indicated on sheet A-701.

Question 7: There is a large cost difference between standard thin set for tile and epoxy adhesive. Just need to clarify that the epoxy is to be used in all bathrooms only?

Answer 7: Confirmed, epoxy shall be used for all of the restrooms.



Additional questions submitted will be answered on another Addendum.

All other terms and conditions of this ITB remain unchanged.

This Addendum shall be considered an integral part of the ITB and Contract Documents and this Addendum must be signed and returned with your submittal **by 2:00 p.m. on November 3, 2021**, and acknowledged on the Bid Form designated in Section 7.2. Failure to comply may result in disqualification of your bid submittal.

Lenora S. Darden

Lenora Darden, MCPP, CPPB, CPSM
Purchasing Supervisor

Acknowledgement is hereby made of Addendum #1 to ITB# 1010-0-2021/LD: SDO Board Room, Exterior Finishes & Roof Projects.

Authorized Signature

Firm

Printed, Title

Date

Email Address



AGENDA

MANDATORY PRE-BID/SITE VISIT CONFERENCE

ITB No.: 1010-0-2021LD
Title: SDO Board Room, Exterior Finishes & Roof Project
Location: School District Office Building, 1939 SE Federal Highway, Stuart, Florida 34994
Date & Time 10/20/21, at 10:00AM

10:00am – 10:05am **Call to order followed by roll call/introductions**

Contractors that participate in roll call shall announce company name, name of representative and title, followed by other attendees.

10:10am – 10:30am **Purchasing Overview:**

Tentative Schedule

Questions Deadline: 10/27/21 by no later than 2:00pm

Due Date: 11/3/21 by no later than 2:00pm

Anticipated Award Date: 11/16/21

Completion Days: 330 Days

Estimate of Probable Cost is \$4,800,000.00

Submission: one (1) electronic file, pdf preferred electronically to

www.DemandStar.com or bids@martinschools.org, include 5% Bid Bond

10:35am – 10:45am **Review Scope of Work: Facilities Department**

Mark Sechrist, Facilities Director

David Williams, Construction Manager

10:46am – 10:55am **Review of Plan Drawings:**

Michael F. Hewes, Jr., Harvard Jolly Architecture, Inc. (HJA)

10:56am – 11:15am **Request for clarification to questions: Floor open for questions. Please announce your name and company when asking a question.**

Only responses that are not identified in the solicitation will be addressed by Addenda.

11:16am – 11:45am **Purchasing Final Comments:**

Public Notice Requirements, Cone of Silence, Recording requirement

Site Visit: Renee Hayes, Purchasing Director

11:46am

Adjourn



MARTIN COUNTY SCHOOL DISTRICT
 FACILITIES/PLANNING/CONSTRUCTION
 1939 SE Federal Highway Stuart,
 Florida 34994

1010-0-2021LD - MANDATORY PRE-BID CONFERENCE Sign-In

Date: October 20, 2021

Attendees	Company	Telephone	E-mail Address	Present
Mark Sechrist	MCSD	772-223-3105	sechrim@martinschools.org	✓
MIKE BUCKLAND	REMNANT CONST.	772-301-3381	MBUCKLAND@REMNANTCONSTRUCTION.COM	✓
JEFF JAWZEL	Springer Peterson	863-665-1163	JAMIE.DAWSON@springerpeterson.com	✓
STEVE AXS	REMNANT	772-301-3381	SAKS	✓
BRIAN HILL	TRUSTED CONSTRUCTION	561-628-9001	TRUSTEDCONSTRUCTION@GMAIL.COM	✓
LUKE WESTCOTT	Morganti	561-889-3099	estimating@morganti.com	✓
William Lopez	Hamiton Roofing INC	321-312-8766	William.hamiltonroofinginc.com	✓
ERIC CROCKETT	PROCTOR	772-538-3211	ECROCKETT@PROCTORCC.COM	✓
Anthony Santiago	Western Specialty	407-405-8521	anthony_sa@WesternGroup.com	✓
Thomas Wessely	TREMCU	407-375-0713	twessely@tremcu.com	✓
JOHN DIXON	JACQUIN	772-708-9264	John.dixon@PJSI.com	✓
Dave Hinzman	DAVE'S PLUMBING	772-287-8128	Dave's Plumbing 499 @btmail.com	✓
Miguel Morale	BAS Contract	772-203-8132	Miguel.a.Morales@JCI.com	✓
Joe Godtz	Godtz Electric	772-370-6352	jgodtz@godtzelectric.com	✓
Paul Jacquein	PJSI.COM	772-216-8897	PAUL.JACQUEIN@PJSI.COM	✓
Beau McBee	RJSI	772-465-2475	Beau.McBee@RJSI.com	✓
Chris Cook	Crowther Roof.	561-374-1241	ChrisC@crowther.net	✓
Zane Lemery	Grimes A/C	772/519-18002	zanelemery@yahoo.com	✓
Doug Lettsome	Peerson Audio	561-329-6311	dlettsome@Peersonaudio.com	✓
Ruben Allen	Allen Construction	786-236-9253	ruben.allenconstructiongroup.com	✓
Chris Torsey	Suprema	(561) 406-5717	CTorsey@Suprema.us	✓



**MANDATORY
PRE-BID MEETING SIGN-IN SHEET**

ITB #: 1010-0-2021/LD PROJECT NAME SDO Board Room, Exterior Finishes & Roof Projects DATE: 10/20/21 @ 10AM

District Dept	District Representative / Title	✓	District Dept	District Representative / Title	✓
Purchasing Email:	Renee Hayes, Purchasing Director bids@martinschools.org	<input checked="" type="checkbox"/>		<i>Renee Hayes</i>	<input checked="" type="checkbox"/>
Facilities	Mark Sechrist, Facilities Director	<input checked="" type="checkbox"/>		<i>MARK SECHRIST</i>	<input type="checkbox"/>
Facilities	David Williams, Construction Manager	<input checked="" type="checkbox"/>		<i>David Williams</i>	<input checked="" type="checkbox"/>
Architect	Michael Hewes, Harvard Jolly	<input checked="" type="checkbox"/>		<i>MH</i>	<input checked="" type="checkbox"/>
<i>Facilities</i>	<i>Robert Moyre Const Spec</i>	<input checked="" type="checkbox"/>		<i>Rm</i>	<input checked="" type="checkbox"/>
<i>Facilities</i>	<i>Mary E. Smith</i>	<input type="checkbox"/>			<input checked="" type="checkbox"/>
<i>Facilities</i>	<i>Katy Mendoza</i>	<input type="checkbox"/>	<i>&</i>	<i>Leif</i>	<input checked="" type="checkbox"/>