

**ADDENDUM #1**

**MAY 6, 2016**

**TRANSMITTED VIA EMAIL: 4 pages**

**TO: ALL PLAN HOLDERS AND POTENTIAL BIDDERS**

**FROM: RON VENTURELLA, PURCHASING OFFICER** 

**SUBJECT: ENKA MIDDLE SCHOOL RETROFIT METAL ROOF PHASE III  
(RFP# 13-16)**

The following changes, revisions, additions, and/or clarifications to the plans and/or specifications are hereby made a part of the original documents. **Be sure to acknowledge this addendum on the proposal sheet.**

**Addendum # 2**  
**RFP #13-16**

**Pre-Bid Meeting Minutes**

**Date: April 28, 2016**

**Project: Enka Middle School – Metal Retrofit Roof  
Phase III**

**Owner: Buncombe County Schools  
175 Bingham Road  
Asheville, NC 28806**

**A. Introduce Participants:**

**a. Owner**

- i. Mary Beth Kingston, AIA – Assistant Director of Facilities**
- ii. Al Meskil – Mechanical – Buncombe County Schools**
- iii. Leland Blankenship, Principal – Not in attendance**

**b. Engineer**

**i. Metal Roof Consultants**

- 1. Chuck Howard, PE**
- 2. Brad Howard, Operations Manager**

**c. Bidders**

- i. Bobby Driscoll, LaFave's Construction Co., Inc.**
- ii. Donnie Baker, Southern Metal Systems, Inc.**

**d. Sign-In Sheet – Attached**

**B. Description of project –** The project is a metal retrofit roof application, adding slope to the existing flat roof on an area identified by the bid drawings and installing a new standing seam metal roof, painted to match the painted roof area in Phase I. An additional layer of unfaced fiberglass insulation (10”) will be installed over the existing roof after the new metal roof is installed. All operating mechanical units will be raised onto the new roof and all abandoned roof openings (10 total) will be closed with a 1 hour rated system per the specifications.

**C. Plans and Specifications –** Online from the school's website

([www.buncombe.k12.nc.us](http://www.buncombe.k12.nc.us)) under Services, on the Purchasing page.

- a. The contractor is responsible to verify the existing field conditions and prepare his bid accordingly.**
- b. Bid Date – May 11, 2015 –2:00 PM at Maintenance Department office (see address above)**
- c. The bid form will be changed to include a line item for engineered shop drawings. The bidder is to break these costs from his bid amount and place these costs on this line item, separate from the Base Bid. The lowest qualified bidder will be notified of the school's intent to contract with them for this project and issue a purchase order for the amount listed for engineered shop drawings on the contractor's bid. The Base Bid and the Engineered Shop Drawings bid will be added together to determine the lowest bidder.**

**D. Bid Delivery –**

- a. Delivered prior to 2:00 PM**
- b. Publically opened and read aloud**

**E. Contract/Schedule.**

- a. It is anticipated that these bid results will be presented to the school board at their June 2016 meeting (6/2/2016) for approval. Contracts will be issued after that date.**
- b. A start date of 6/27/2016 is anticipated**
- c. Base Bid contract substantial completion is expected by 10/21/2016.**
- d. Final Completion 30 days after Substantial Completion**
- e. Bid bonds and proper insurance certificates required.**

**F. Permits –**

- a. Required from local building permit authority.**

**G. General Conditions / Supplemental General Conditions**

**a. Per Buncombe County Documents**

**i. All bidders were encouraged to read the School's documents carefully and prepare their bid accordingly. Also, bidders were warned to use only the proposal, bond, and MBE forms included in these specifications. Failure to do so could be cause for rejection of a bidder's proposal.**

**b. Technical per MRC specifications, Sections 07200 and 07610.**

**i. Special emphasis was directed toward the language in section 07610 concerning the weathertightness warranty. All bidders are to contact their prospective manufacturer to insure that they will provide a warranty equal to what the specifications are requiring. Exceptions for contractor workmanship, un-approved curbs, fasteners, and sealants, etc. are not valid. The manufacture cannot exclude anything that could have been determined prior to the work being approved.**

**H. Proposal**

**a. Need to identify all received addendums**

**b. Need to use proposal form in specifications (can make copies from specifications), or revised form if required by addendum.**

**c. One (1) original copy of the proposal, with original signatures on each copy, is to be included in the bid package.**

**i. Contractors were reminded to include their bonds and MBE forms in a separate envelope within the main bid envelope.**

**ii. No qualification documents will be required to be submitted with the bid. The Owner reserves the right to, after the bids are opened, request any information they deem important to determine the contractor's ability to perform the work associated with this contract.**

**d. No alternates are included.**

**I. MBE Forms – Follow instructions within the specifications**

**J. Bonds/Contracts - Follow instructions within the specifications**

**K. Insulation – Per Section 7200 – Insulation in the technical specifications**

**L. Metal Roofing and Structural Framing - Per Section 7610 in the technical Specifications**

**M. Specification revisions**

**a. Paragraph 1.2.E (Existing Framing analysis) in Section 7610 of the technical specifications shall be removed in its entirety and replaced with the following wording:**

**i. E. Existing Framing loading and analysis: The existing structure has been analyzed and it has been determined than an additional 3.0 psf of dead-load due to the metal retrofit system can be structurally**

resisted as long as the new retrofit roof distributes all loads, live and dead, in a uniformly engineered manner. A Professional Engineer licensed in NC shall determine the appropriate arrangement of new supports, as well as structural attachments to the existing structure, to prevent overloading of any existing structural elements. This engineer shall submit sealed drawings and calculations for the new framing system for approval.

**N. Plan revision:**

- a. The bidders attending the pre-bid (see attached Sign-Up Sheet) indicated that previously had obtained the original building drawings showing the existing framing and building details. Any other potential bidders are to contact the engineer directly to have these drawings available.

**Chuck Howard, PE**  
**Metal Roof Consultants, Inc.**  
**5/5/2016**

**ATTACHED: Sign-In Sheet (1 page), Revised Proposal Form (2 pages).**

**END OF ADDENDUM #1**  
**ENKA MIDDLE SCHOOL RETROFIT METAL ROOF PHASE III (RFP# 13-16)**



Metal Roof Consultants

105 Versailles Drive  
Cary, NC 27511  
919.465.1762 (o)  
919.882.1744 (f)

## Sign-In Sheet

Date: April 28, 2016

Project: Enka Middle School - Metal Retrofit Roof  
Phase III

Owner: Buncombe County Schools

Mandatory: No

	<u>Name</u>	<u>Company</u>	<u>Phone</u>	<u>Email</u>
1)	Don Baker	Southern Metal	919 366 2023	donniepb5abell@south.net
2)	Bobby Driscoll	LaFare's Construction	828-890-5006	bdriscoll@lafaresconst.com
3)	Albert Meskil	B.C.S.	828-775-2086	al.meskil@bcsemail.org
4)	Marybeth Kingston	BCS	255-5916	marybeth.kingston@bcsemail.org
5)	Brad Howard	MRC	919-465-1762	brad@metalroofconsultants.net
6)				
7)				
8)				
9)				
10)				
11)				
12)				
13)				
14)				

**\*\* REVISED PROPOSAL FORM\*\***

**ENKA MIDDLE SCHOOL RETROFIT METAL ROOF PHASE III  
(RFP# 13-16)**

**DUE DATE: May 11, 2016, 2:00 PM**

By submitting this proposal, the potential contractor certifies the following:

- \*\* This proposal is signed by an authorized representative of the firm.
- \*\* It can obtain and submit to the Owner insurance certificates as required within 5 calendar days after notice of award.
- \*\* The cost and availability of all equipment, materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- \*\* All labor costs, direct and indirect, have been determined and included in the proposed cost.
- \*\* All taxes have been determined and included in the proposed cost.
- \*\* The offeror has attended the conference (*if applicable*) or conducted a site visit and is aware of prevailing conditions associated with performing these services.
- \*\* The potential contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees, if this proposal is accepted within 45 days (normally less) from the date of the opening, to furnish the subject services for a cost not to exceed:

OFFEROR: \_\_\_\_\_

**Cost of project shop drawings**

\$ \_\_\_\_\_ dollars and \_\_\_\_/100 \$ \_\_\_\_\_

**Base Bid:** Furnishing and installing a retrofit, standing seam metal roof system over specific areas of the existing roofs at Enka Middle, Phase III, per specifications and drawings.

\$ \_\_\_\_\_ dollars and \_\_\_\_/100 \$ \_\_\_\_\_

Addendums received and used in computing bid: YES/NO \_\_\_\_\_

Number of Addendums received: \_\_\_\_\_

**Proposal Form continued on Next Page**

(NOTE: THIS FORM MUST BE FULLY EXECUTED AND RETURNED FOR CONSIDERATION OF PROPOSAL)

**\*\*REVISED PROPOSAL FORM\*\***

**ENKA MIDDLE SCHOOL RETROFIT METAL ROOF PHASE III  
(RFP# 13-16)**

**DUE DATE: May 11, 2016, 2:00 PM**

OFFEROR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX: \_\_\_\_\_

FED ID No: \_\_\_\_\_ Type & License #: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ MBE Status: \_\_\_\_\_

Principal Place of Business if different from above (See General Information on Submitting Proposals, Item 18.): \_\_\_\_\_

BY: (Signature) \_\_\_\_\_ TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_ (Typed or printed name) \_\_\_\_\_

**Bid bond and MBE forms are required. Bidder must use bond forms included in the bid package. Please include bid bond and MBE forms in separate sealed envelope from proposal form.**

End of Proposal Form