
PROJECT:	Belville Elementary School Roof Replacement	NO.:	01
OWNER:	Brunswick County Schools	DATE OF ISSUANCE:	11/6/2024
		ENGINEER:	REI Engineers
		REI PROJECT NO:	022CLT-253

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated 12/31/2022 as noted below.

This addendum consists of 2 page(s), the attached revised Specification Sections 00 11 13 Advertisement For Bids – Revision 1, 00 21 13 Instructions to Bidders – Revisions 1, 00 41 13 Bid Form – Revision 1, 00 65 36 Contractor's Warranty – Revision 1, 09 91 13 Exterior Paint, and Prebid Meeting Minutes.

CHANGES TO BIDDING REQUIREMENTS:

1. 00 11 13 Advertisement For Bids; Replace with attached, 00 11 13 Advertisement For Bids – Revision No. 1
2. 00 21 13 Instructions to Bidders; Replace with attached, 00 21 13 Instructions to Bidders – Revision No. 1
3. 00 41 13 Bid Form; Replace with attached, 00 41 13 Bid Form – Revision No. 1
4. 00 65 36 Contractor's Warranty; Replace with attached, 00 65 36 Contractor's Warranty – Revision No. 1
5. Pre-Bid Meeting Minutes: the attached Pre-Bid Meeting Minutes dated October 28, 2024 are incorporated into the Contract Documents by reference.

CHANGES TO SPECIFICATIONS:

6. 09 91 13 Exterior Paint; Add attached, 09 91 13 Exterior Paint

ALL OTHER REQUIREMENTS AND PROVISIONS OF THE BIDDING DOCUMENTS REMAIN UNCHANGED. ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE BID FORM. FAILURE TO DO SO MAY BE CAUSE FOR REJECTION OF THE BID.

END OF ADDENDUM

SECTION 00 11 13

ADVERTISEMENT FOR BIDS - REVISION 1

PART 1 - GENERAL

1.1 PROJECT INFORMATION

- A. Project Name: Belville Elementary School Roof Replacement
- B. Project Address: 575 River Road SE, Leland, North Carolina 28451
- C. Owner: Brunswick County Schools

1.2 BIDS

- A. Sealed bids for the project will be received from bidders by the Owner in the Drop Box at the address listed below until 1:00 PM on November 19, 2024, at which time they will be publicly opened and read.

Brunswick County Schools
Attn: Megan Grissett and Greg Shuskey
199 Sessions Drive,
Bolivia, North Carolina 28422

1.3 PROJECT DOCUMENTS

- A. Electronic project documents may be obtained from the Engineer, REI Engineers, Inc., 1927 J.N. Pease Place, Suite 201, Charlotte, NC 28262, at no cost.

1.4 BIDDING REQUIREMENTS

- A. All bidders are hereby notified that they shall be properly licensed under the state laws governing their trades.
- B. Refer to Section 00 21 13 "Instructions to Bidders" for bid security and bonding requirements.
- C. Submit questions to REI Engineers in writing to the email address listed above no later than 5:00 PM on November 12, 2024.

1.5 PRE-BID MEETING

- A. A Pre-Bid Meeting is scheduled for 10:00 AM on October 29, 2024 at 575 River Road SE, Leland, North Carolina 28451.
- B. Attendance is mandatory.

END OF SECTION

SECTION 00 21 13

INSTRUCTIONS TO BIDDERS - REVISION 1

PART 1 - GENERAL

1.1 DEFINITIONS

- A. The Bidding Requirements consist of the Advertisement or Invitation to Bid, Instructions to Bidders, Supplementary Instructions to Bidders, the bid form, and other sample bidding and contract forms. The proposed Contract Documents consist of the form of Agreement between the Owner and Contractor, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications and all Addenda issued prior to execution of the Contract.
- B. Definitions set forth in Section 00 72 13 "General Conditions of the Contract" for Construction or in other Contract Documents are applicable to the Bidding Documents.
- C. Addenda are written or graphic instruments issued by the Engineer prior to the execution of the Contract which modify or interpret the Bidding Documents by additions, deletions, clarifications or corrections.
- D. A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.
- E. The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents as the base, to which Work may be added or from which Work may be deleted for sums stated in Alternate Bids.
- F. An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from the amount of the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.
- G. A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment or services or a portion of the Work as described in the Bidding Documents.
- H. A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.
- I. A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment or labor for a portion of the Work.

1.2 BIDS

- A. Submit Section 00 41 13 "Bid Form" along with required enclosures in a sealed envelope, with the Bidder's name, license number, and project name written on the outside; place this sealed envelope in another envelope and deliver to the Owner at the address specified in Section 00 11 13 "Advertisement for Bids".
- B. Bids will be received until the date and time specified in Section 00 11 13 "Advertisement for Bids", at which time they will be publicly opened and read.

- C. Fill in and sign the bid form correctly. Bids that show any omission, alterations of form, additions not called for, conditional Bids, or any irregularities of any kind may be rejected. If erasures are necessary and appear on the forms, each such erasure must be initialed by the person signing the proposal. Bid Bond shall be signed by the Bidder and notarized.
- D. Bids that are non-responsive or fail to follow the Instructions to Bidders may be rejected.
- E. No bid may be withdrawn after receipt of Bids for a period of sixty (60) days.

1.3 ACCEPTANCE OF BID (AWARD)

- A. It is the Owner's intention to award a contract for work under this project to the lowest responsible Bidder; however, in the interest of suitability to the Owner's need and/or economy, equipment, materials and furnishings other than the lowest in price may be selected.
- B. The Owner reserves the right to reject any or all Bids, to accept any bid submitted, to waive any formalities, and to negotiate with the low Bidder or Bidders any changes considered necessary or desirable. The Owner reserves the right to reject any Bid when such rejection is in the interest of the Owner to reject the bid of the bidder who has previously failed to perform or to complete on time Contracts of a similar nature; and to reject the bid of a bidder who is not, in the opinion of the Engineer, in a position to perform the Contract.
- C. The Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the low Bidder on the basis of the sum of the Base Bid and Alternates accepted. Alternates may be accepted at any time during the bid holding period.

1.4 PRE-BID MEETING

- A. Refer to Section 00 11 13 "Advertisement for Bids" for the date, time and location of the mandatory Pre-Bid Meeting.
- B. A Pre-Bid Meeting will be held for purposes of considering questions posed by Bidders. All interpretations and corrections to Contract Documents deriving from this meeting will be documented via Addendum.

1.5 DISQUALIFICATION

- A. The Owner reserves the right to disqualify Bids, before or after opening, upon evidence of collusion with intent to defraud or commit other illegal practices upon the part of the Bidder.

1.6 CONTRACTOR'S LICENSE

- A. All Bidders must have proper licenses for contractors as required by State Law. The Bidder's license number shall be listed on the bid form and on the outside of the inner sealed envelope in which the bid is submitted.

1.7 CONFLICT OF INTEREST

- A. Bidders must disclose in writing with their bid the name of any owner, officer, director, or agent who is also an employee of the Owner.
- B. Bidders must disclose in writing with their bid the name of any employee of the Owner who owns, directly or indirectly, an interest of five percent (5%) or more in the Bidder's firm or any of its branches or subsidiaries.
- C. By submitting a bid, the Bidder certifies that there is no relationship between the Bidder and any person or entity which is, or gives the appearance of, a conflict of interest related to this project.

1.8 NON-DISCRIMINATION

- A. The Bidder shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin, or disability.

1.9 INTERPRETATION OF DRAWINGS AND SPECIFICATIONS

- A. Examine Drawings and Specifications and all Addenda or other revisions thereto and thoroughly familiarize himself with the detailed requirements thereof prior to submitting a proposal.
- B. Should a Bidder find discrepancies or ambiguities in, or omissions from the Specifications and Drawings bound herein, or should be in doubt as to their meaning, notify the Engineer in writing immediately. Engineer will issue an interpretation in the form of an addendum. This addendum will be forwarded to all Bidders of record.
- C. Addenda will be issued no later than four days prior to the date for receipt of Bids except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.
- D. Act promptly and allow sufficient time for a reply to be provided before the date established for submission of Bids.
- E. Acknowledge receipt of all addenda on the Bid Form.
- F. No oral interpretations will be made to any Bidder as to the meaning or intent of the Contract Documents or be effective to modify any of the provisions of the Contract Documents.

1.10 SUBSTITUTIONS

- A. References are made to certain specific products solely to denote the quality standard of the desired product and are not intended to restrict Bidders to a specific brand, make, manufacturer, or name. These products have been noted to assist in establishing material types and acceptable products. Equivalent products will be considered acceptable provided that the approval of the specific product has been given in writing by the Engineer.
- B. Written requests for substitution of equivalent products from prime bidders will be considered if received by the Engineer ten (10) calendar days prior to the bid opening.
- C. Submit each request for substitution on the form contained in Section 00 63 25 "Substitution Request Form" for consideration in accordance with procedures required below.
- D. Identify the product or the fabrication or installation method to be replaced in each request. Include related specification sections and drawing number.
- E. Provide complete documentation on both the product specified and the proposed substitution including the following information as appropriate:
 - 1. Comparison of specified and proposed substitute product data, fabrication drawings, and installation procedures.
 - 2. Samples where applicable or requested.
 - 3. Detailed comparison of significant qualities of the proposed substitution with those of the work specified.
 - 4. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by the Owner and separate Contractors that will become necessary to accommodate the proposed substitution.
- F. Certification by the Bidder or manufacturer that the substitution proposed is equal-to or better in every respect to that required by the Contract Documents, and that it will perform equal or superior to product specified in the application indicated. The Bidder waives any right to additional payment or time, which may subsequently become necessary because of the failure of the substitution to perform adequately.
- G. Engineer's Action: The Engineer may request additional information or documentation necessary for evaluation of the request. The Engineer will notify the Bidders of acceptance of the proposed substitution by means of an addendum to the bid documents. If the proposed substitute is accepted through an addendum use the product specified by name. Engineer's Substitution Approval during bidding and subsequent addendums does not void the Bidder's responsibility to submit the required shop drawings and comply with the other contract documents and requirements.

1.11 SITE INVESTIGATION

- A. Examine and thoroughly familiarize itself with existing conditions including applicable laws, ordinances, rules and regulations that will affect the work prior to submitting a proposal. Visit the site, examine the grounds and existing buildings, utilities and roads and ascertain by any reasonable means conditions that will in any manner affect its work. Ask the Engineer for any additional information that he deems necessary for it to be fully informed as to exactly what is to be expected prior to submitting a proposal. The drawings have been prepared on the basis of surveys and inspections of the site and physical conditions at the site. This, however, does not relieve the Bidder of the necessity for fully informing itself as to the existing physical conditions. Each Carefully examine the existing conditions as compared to the Contract Documents.
- B. Secure on-site measurements for quantities upon which proposal is based and has observe existing conditions and limitations.
- C. Upon arrival at the Project Site, immediately proceed to the main entrance/office and advise the administrative personnel of its presence and purpose. Sign the visitor's log, giving his name, his company and the time and date of the visit.
- D. Inspection of the work areas shall occur between the hours of 8:00 AM and 5:00 PM. No inspections will be conducted on Saturdays, Sundays, or holidays.

1.12 BID SECURITY

- A. Each Bidder shall file a bid bond in the amount equal to not less than 5% of the gross amount of the bid executed in accordance with and conditioned as prescribed by GS 143-129, as amended by Chapter 1104 of the North Carolina Public Laws of 1951. In lieu thereof, each bid may be accompanied by a deposit of cash or a certified check drawn on a bank or trust company insured by the Federal Deposit Insurance Corporation in an amount equal to not less than five percent (5%) of the gross amount of the bid.
- B. If the successful Bidder fails to execute the contract within 10 days after award, the above deposit will be retained by the Owner on the bid bond executed on liquidated damages.

1.13 PERFORMANCE BOND AND LABOR AND MATERIALS PAYMENT BOND

- A. A Performance Bond and Payment Bond in the amount of the contract is required. Include the cost of providing Performance Bond and Payment Bond in the Base Bid.
- B. Deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to be commenced prior thereto in response to a letter of intent, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered in accordance with this Section.
- C. Unless otherwise provided, write bonds on the forms contained in Section 00 61 13.13 "Performance Bond Form" and Section 00 61 13.16 "Payment Bond Form". Write both bonds in the amount of the Contract Sum.
- D. Date bonds on the date of the Contract.

- E. Issued by sureties and executed by an attorney-in-fact, on behalf of the surety, who are authorized to do business in the State of North Carolina.
- F. Affix thereto a certified and current copy of the power of attorney.

1.14 PRIME CONTRACT

- A. Perform all work under the single prime contract.

1.15 PERMITS, FEES AND TAXES

- A. Secure and pay the costs of licenses, permits and fees for inspections required by City, County and/or State authorities; Social Security and other applicable Local, State and Federal Government taxes, and sales taxes. Include such costs in its bid.

1.16 SUBCONTRACTORS

- A. Names of subcontractors must be listed on Section 00 41 13 "Bid Form". The Bidder shall identify work by the general, subcontractor or not applicable for each trade; utilize parenthesis () blanks to list trades not provided in the table. Do not list suppliers. All blanks must be filled in. Failure to do so may result in bid being declared non-responsive. If there is more than one subcontractor per trade identified below, list all. If no subcontractors are to be utilized, indicate by signing at the appropriate place at the bottom of the table.
- B. A Bidder whose bid is accepted shall not substitute any person as subcontractor in the place of the subcontractor listed in the original bid, except
 - 1. if the listed subcontractor's bid is later determined by the successful Bidder to be nonresponsive or nonresponsive or the listed subcontractor refuses to enter into a contract for the complete performance of the bid work, or
 - 2. with the approval of the awarding authority, the Owner, for good cause shown by the successful Bidder.
- C. The terms, conditions, and requirements of each contract between the successful Bidder and a subcontractor performing work under a subdivision or branch of work listed in this subsection shall incorporate by reference the terms, conditions, and requirements of the contract between the contractor and the Owner.

1.17 FORM OF AGREEMENT

- A. The form of agreement to be entered into shall be the sample contained in Section 00 52 13 "Standard Form of Agreement" between Owner and Contractor, as revised.

1.18 ROOF SYSTEM MANUFACTURER

- A. The roof system manufacturer shall complete the Section 00 62 33 "Roof Manufacturer's Acknowledgment"; Bidder shall enclose the signed Roof Manufacturer's Acknowledgment form from the manufacturer it intends to use on the project with their bid.

1.19 CONTRACTOR QUALIFICATIONS

- A. Bids will be accepted from Bidders who are regularly engaged in, and licensed to perform, the work they are bidding, which represents a significant portion of their total volume and who perform this work with workers regularly employed on their direct payrolls. Before a bid is considered for award, the Bidder may be requested by the Engineer to submit a statement of facts in detail as to its previous experience in performing similar or comparable work and of its business and technical organization and financial resources available to be used in contemplated work. The Bidder may also be required to submit a statement of facts in detail on his proposed subcontractors as to their previous experience and past performance in performing similar work or comparable work.
- B. Bidders shall be required to submit with their bid the following:
 - 1. Submit evidence of certification by metal roof system manufacturer listed on bid form for a minimum of two (2) years.
 - 2. Submit evidence of being in business for a minimum of five (5) years under the same firm name at that submitting the bid.
 - 3. Principals of the firm to have a minimum of ten (10) years experience in the estimating, supervision, management and administration of a contracting firm engaged in the application of building envelope involving removal of the existing building envelope system.
 - 4. Submit copy of General Contractor's license.
 - 5. Submit sample copy of Certificate of Insurance.
 - 6. Submit evidence of three (3) similar projects in type, size, and scope. Include Owner contact information, an overall description of the project along with photographs of the completed project.

END OF SECTION

SECTION 00 41 13

BID FORM - REVISION 1

To: Attn: Megan Grissett and Greg Shuskey
Brunswick County Schools
199 Sessions Drive,
Bolivia, North Carolina 28422

Project: Belville Elementary School Roof Replacement
REI Project No. 022CLT-253

Date: _____

Bidder: _____

Address: _____

Phone: _____

Email: _____

North Carolina License No.: _____

Classification : _____

Limitation : _____

PART 1 - GENERAL

1.1 BASE BID

- A. The undersigned, as bidder, hereby declares that the only person or persons interested in this bid as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this bid or in the contract to be entered into; that this proposal is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respects fair and in good faith without collusion or fraud. The Bidder further declares that he has examined the site of the work and the contract documents relative thereto dated October 4, 2024 as prepared by REI Engineers, Inc., and has read all special provisions furnished prior to the opening of bids; that he has satisfied himself relative to the work to be performed. The Bidder proposes and agrees if this bid is accepted to contract with the Owner in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools apparatus, means of transportation and labor necessary to complete the construction of the project with a definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and the Contract Documents.

1. Words: _____

2. Figures: \$_____._____

1.2 ALTERNATES:

- A. The undersigned agrees to perform alternative work as described in Section 01 23 00 "Alternates" for the sums stated below resulting in additions to or deductions from the base bid stated above. Additions and deductions shall include any modifications of the Work or additional work that may be reasonably included as part of the alternative work. All alternative work is to be completed within the same timeframe as the base bid work. All alternates must be filled out. A zero or no entry after any alternate indicates no cost change to include that Alternate. The Owner may accept Alternates at any time during the bid holding period. The undersigned acknowledges that failure to complete all information requested in this section may result in the rejection of this bid.

1. Alternate No. 1: Provide Roof Replacement at Roof Area B.

- a. Words: _____
- b. Figures: \$_____.____
- c. Select One: ___ Add or ___ Deduct

2. Alternate No. 2: Provide Roof Replacement at Roof Area D.

- a. Words: _____
- b. Figures: \$_____.____
- c. Select One: ___ Add or ___ Deduct

3. Alternate No. 3: Provide Roof Replacement at Roof Area F.

- a. Words: _____
- b. Figures: \$_____.____
- c. Select One: ___ Add or ___ Deduct

4. Alternate No. 4: Provide Metal Wall Panels where indicated in Contract Drawings.

- a. Words: _____
- b. Figures: \$_____.____
- c. Select One: ___ Add or ___ Deduct

1.3 ALLOWANCES:

- A. Include in the Base Bid the \$25,000.00 Contingency Allowance specified in Section 01 21 00 "Allowances" of the Project Manual.
- B. Include in the Base Bid the Quantity Allowances specified in Section 01 21 00 "Allowances" of the Project Manual.

- 1. Repair 1,000 SF of Corroded Steel Deck (Corrosion Degree 1) with Coating. Refer to Section 05 01 30 "Steel Roof Deck Repair and Securement"
- 2. Repair 500 SF of Steel Deck (Corrosion Degree 2) with Steel Plates. Refer to Section 05 01 30 "Steel Roof Deck Repair and Securement".
- 3. Replace 5,000 SF of Wet or Deteriorated Existing Gypsum Substrate. Refer to Section 07 22 16 "Roof Insulation"
- 4. Replace 5,000 SF of Wet or Deteriorated Existing 3" Insulation. Refer to Section 07 22 16 "Roof Insulation"

5. Replace 200 BF of Deteriorated Wood Blocking. Refer to Section 06 10 00 "Rough Carpentry"
6. Replace 160 SF of Deteriorated Plywood. Refer to Section 06 10 00 "Rough Carpentry"

1.4 UNIT PRICES:

- A. Unit prices quoted and accepted shall apply throughout the life of the contract, except as otherwise specifically noted. Unit prices shall be applied, as appropriate, to compute the total value of changes in the scope of the work all in accordance with the contract documents. Refer to Section 01 22 00 "Unit Prices".
1. Repair Corroded Steel Deck with Coating. Refer to Section 05 01 30 "Steel Roof Deck Repair and Securement".
 - a. Cost: \$_____ per SF
 2. Repair Steel Deck with Steel Plates. Refer to Section 05 01 30 "Steel Roof Deck Repair and Securement".
 - a. Cost: \$_____ per SF
 3. Replace Wet or Deteriorated Existing Gypsum Substrate. Refer to Section 07 22 16 "Roof Insulation".
 - a. Cost: \$_____ per SF
 4. Replace Wet or Deteriorated Existing 3" Insulation. Refer to Section 07 22 16 "Roof Insulation".
 - a. Cost: \$_____ per SF
 5. Replace Deteriorated Wood Blocking. Refer to Section 06 10 00 "Rough Carpentry"
 - a. Cost: \$_____ per BF
 6. Replace Deteriorated Plywood. Refer to Section 06 10 00 "Rough Carpentry"
 - a. Cost: \$_____ per SF

1.5 MANUFACTURERS:

- A. Base bid shall utilize roofing materials manufactured by _____ and _____. Only one manufacturer shall be listed for each type of roof system. Provide Section 00 62 33 "Roof Manufacturer's Acknowledgment" signed by manufacturer listed above and enclose with bid.

1.6 BID HOLDING TIME AND ACCEPTANCE:

- A. The undersigned hereby agrees that this bid may not be revoked or withdrawn after the time set for the opening of bids but shall remain open during the bid holding period as specified in Section 00 21 13 "Instructions to Bidders".

1.7 SCHEDULE OF COMPLETION:

- A. The undersigned understands that time is of the essence and agrees to the Contract Time and liquidated damages as indicated in General Conditions of the Contract for Construction and Supplementary Conditions apply to this Work. Furthermore, the project schedule will be considered in the project award. The successful Contractor shall cooperate with the Owner in order to have an executed contract along with required insurance and bonds in place within thirty (30) days of bid due date.

1. Construction Commencement: May 1, 2025
2. Date of Substantial Completion: August 24, 2025

1.8 ADDENDUM:

- A. Addendum received and used in computing bid:

1. Addendum No. 1: _____
2. Addendum No. 2: _____
3. Addendum No. 3: _____
4. Addendum No. 4: _____

1.9 SUBCONTRACTORS:

- A. If subcontractors are to be utilized, the Bidder shall fill out all blanks on the list below. All subcontractors shall be listed. The Bidder shall identify work by the general, subcontractor or not applicable for each trade; utilize parenthesis () to list trades not provided. Do not list suppliers. All blanks must be filled in. Failure to do so may result in bid being declared non-responsive. If there is more than one subcontractor per trade identified below, list all. If no subcontractors are to be utilized, indicate by signing at the appropriate place at the bottom of the table.

Trade	Company	License #
General (Roofing)		
General (Sheet Metal)		
General (_____)		
Mechanical		
Electrical		
Plumbing		
Masonry		
Concrete		
Waste Disposal		
Utility Locate		
Other (_____)		
Other (_____)		
Other (_____)		
We do not plan to use subcontract forces		

1.10 ENCLOSURES:

A. Provide the following enclosures with submitted bid:

1. Bid Bond
2. Minority, Woman, and Small Business Enterprises Submittals as required by Section 00 43 39 "Minority Business Enterprise":
 - a. MWSBE Identification Form
 - b. State of North Carolina Affidavit A - Listing of the Good Faith Effort
 - c. or
 - d. State of North Carolina Affidavit B - Intent to Perform Contract with Own Workforce
3. Section 00 62 33 "Roof Manufacturer's Acknowledgment" for Manufacturer listed above.
4. Quality Requirement Submittal Documentation as Specified in Section 00 21 13.

Respectfully submitted this _____ day of _____, _____.

Company: _____

Printed Name: _____

Signature: _____

Title: _____

_____(State)

County of _____

I, _____, a Notary Public for _____ County, _____ (State), do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this _____ day of _____, 20____.

Notary Public (OFFICIAL SEAL)

My commission expires _____, 20____.

END OF SECTION

SECTION 00 65 36

CONTRACTOR'S WARRANTY - REVISION 1

Know all men by these presents, that we, (Contractor) _____, having installed roofing system, flashings and sheet metal on the Belville Elementary School Roof Replacement under contract between Brunswick County Schools (Owner) and Contractor, warrant to the Owner with respect to said work that for the period specified below, the work shall be watertight and free from defects, provided however the following are excluded from this Warranty:

- 1) defects or failures resulting from abuse by the Owner
- 2) damages caused by fire, tornado, hail, hurricane, acts of God, wars, vandalism, riots or civil commotion
- 3) defects in design involving failure of structural frame, load bearing walls, and/or foundations

We, Contractor, agree that should any leaks occur in the work we will perform emergency repairs within 24 hours' notice and perform permanent repairs promptly in a manner to restore the work to a watertight condition by methods compatible to the system, acceptable under industry standards and general practice, and acceptable to the Manufacturer, all at no expense to the Owner. We, Contractor, further agree that for the period specified below, we will make repairs at no expense to the Owner to defects which may develop in the work in a manner compatible to the system, acceptable under industry standards and general practice as established by the Engineer and acceptable to the Manufacturer.

We, Contractor, agree to attend two post construction field inspections: the first to occur two years from the date of commencement of the Contractor's Warranty and the second no earlier than one month prior to the Contractor's Warranty expiration date and to promptly complete corrective actions requested by Owner, Engineer, or Manufacturer at no additional cost to the Owner.

Warranty Period: Five (5) years from date of substantial completion of _____, 20____.
Performance Bond shall be limited to the first two years of the Contractor's five (5) year warranty period.

Signature: _____ Title: _____

_____(State), County of _____

I, _____, a Notary Public for _____ County, _____ (State), do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this _____ day of _____, 20____.

Notary Public (OFFICIAL SEAL)

My commission expires _____, 20____.

END OF SECTION

SECTION 09 91 13

EXTERIOR PAINT

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Prepare substrates, prime and paint in accordance with Manufacturer's instructions for building components specified. Substrates included in the Work are as follows:
 - a. Rooftop Equipment Vents
2. Completing sampling, testing and abatement requirements for existing lead-based paint included in Work.

1.2 REFERENCES

- A. Steel Structures Painting Council, SSPC Surface Preparation Standards.

1.3 SUBMITTALS

- A. Refer to Section 01 33 00 "Submittal Procedures".
- B. Product Data: Manufacturer's Product Data Sheets for materials specified certifying material complies with specified requirements.
- C. Manufacturer's Instructions: Latest edition of the Manufacturer's current material specifications and installation instructions.
- D. Samples: Submit color chart that represents Manufacturer's color samples available for Owner's selection.
- E. Mockup: Submit mockup of paint system before starting work as required by Owner for color selection/acceptance.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Delivery: Deliver Manufacturer's unopened containers to the work site labeled with the following list of information:
1. Product name, type (description)
 2. Application & use instructions
 3. Surface preparation
 4. VOC content
 5. Environmental issues
 6. Batch date
 7. Color number

- B. Storage: Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction. Store materials in an area that is within the acceptable temperature range, per Manufacturer's instructions. Protect from freezing.
- C. Handling: Maintain a clean, dry storage area, to prevent contamination or damage to the coatings.
- D. Provide fire safety and prevention requirements for materials.

1.5 PROJECT CONDITIONS

- A. Ensure or maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by Manufacturer for optimum results. Do not apply coatings under environmental conditions outside Manufacturer's absolute limits.
- B. Provide sampling, testing and abatement requirements for existing lead-based included in the Work.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers:
 - 1. The Sherwin-Williams Company
 - 2. Duron, Inc.
 - 3. PPG Paints
- B. Manufacturer's exterior primer and paint system for optimum performance for exposed, exterior building type, compatible with the following substrate surfaces.
 - 1. Galvanized Metal

2.2 MATERIALS

- A. Paints and Coatings: Unless otherwise indicated, provide factory-mixed coatings. When required, mix coatings to correct consistency in accordance with Manufacturer's instructions before application. Do not reduce, thin, or dilute coatings or add materials to coatings unless such procedure is specifically described in Manufacturer's product instructions.
- B. Primers: Where the Manufacturer offers options on primers for a particular substrate, use primer categorized for optimum performance by the Manufacturer.

2.3 ACCESSORIES:

- A. Coating Application Accessories: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials required per Manufacturer's printed requirements.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Do not begin application of coatings until substrates have been properly prepared. Notify Engineer of unsatisfactory conditions before proceeding.
- B. Proceed with work only after conditions have been corrected otherwise application of coatings is considered acceptance of surface conditions.

3.2 PREPARATION

- A. Comply with lead-based paint abatement requirements where lead-based paint is encountered in the Work.
- B. Consult Manufacturer to ensure proper product selection, surface preparation, and application for optimum coating performance. Provide proper product selection, surface preparation, and application.
- C. Ensure surface is dry and in sound condition. Remove oil, dust, dirt, loose rust, peeling paint, coatings, or other contamination to ensure good adhesion.
- D. Remove mildew before painting by washing with a solution of 1-part liquid household bleach and 3 parts of warm water. Apply the solution and scrub the mildewed area. Allow the solution to remain on the surface for 10 minutes. Rinse thoroughly with clean water and allow the surface to dry 48 hours before painting.
- E. Do not paint after a rain, during foggy weather, when rain is predicted, or when the temperature is below 50°F, unless products are designed specifically for these conditions. Follow Manufacturer's printed instructions.
- F. Methods:
 - 1. Galvanized Metal: Clean using detergent and water or a degreasing cleaner to remove greases and oils. Apply a test area, priming as required. Allow the coating to dry at least one week before testing. If adhesion is poor, Brush Blast to remove these treatments.

3.3 INSTALLATION

- A. Apply coatings and materials in accordance with Manufacturer printed recommendations. Apply a no less than a single coat of primer, and two coats of paint. Thickness determined by Manufacturer's printed requirements for optimum or Best performance.
- B. Do not apply coatings to wet or damp surfaces, during periods of fog, or at or below the dew point temperature.
- C. Apply coatings using methods and application tools recommended by Manufacturer.
- D. Uniformly apply coatings without runs, drips, or sags, without brush marks, and with consistent sheen.

- E. Apply coatings at spreading rate required to achieve the Manufacturers recommended dry film thickness.
- F. Dark Colors and Deep Clear Colors: Regardless of number of coats specified, apply as many coats as necessary for complete hide.
- G. Time between primer and coats as required by Manufacturer's printed requirements.

3.4 PROTECTION

- A. Protect finished coatings from damage until completion of project.
- B. Touch-up damaged coatings after substantial completion, following manufactures recommendation for touch up or repair of damaged coatings. Repair defects that hinder the performance of the coatings.

3.5 CLEANING

- A. Clean-up and remove spills, and coatings on adjacent substrates to the Owner's satisfaction.
- B. Dispose of containers and waste in a legal manner.

END OF SECTION



October 28, 2024

Brunswick County Schools
Government Complex
199 Sessions Drive
Bolivia, NC 28422

Attention: Greg Shuskey
Sr. Project Manager

Reference: Pre-Bid Meeting Minutes
Belville Elementary School
Roof Replacement
REI Project No. 022CLT-253

Dear Mr. Shuskey:

A Pre-Bid Meeting was held at 10:00 AM on 10/29/2024 at the project site to discuss the details of the above referenced project. Refer to the attached sign in sheet for the attendance. The following points of interest were discussed:

1. Mr. Paul Whitley opened the meeting and a sign-in sheet was circulated.
2. A brief introduction of the project was provided.
3. Project Documents including Project Manual and Drawings sent electronically prior to the meeting. If you have not received documents, please email REI's Project Manager to request documents.
4. The Contractor is responsible for reading all Contract Documents and including all items held within.
5. Brunswick County Schools Contact for Contract Related Questions is Ms. Cherie Suther. Requests for Contract questions shall be sent via email to Mr. Whitley and will be forwarded to Ms. Suther for clarification.

Section 00 11 13-Advertisement for Bids

6. Bids shall be received by Owner until 1:00 PM on 11/19/2024 in the **DROP BOX** located at Brunswick County Schools, Attn. Megan Grissett and Greg Shuskey, 199 Sessions Dr., Bolivia, NC 28422. The bids shall be publicly opened and read.
7. All bids not mailed MUST be delivered into the drop box.
8. Bidder attendance at this pre-bid meeting was mandatory.

Section 00 21 13-Instructions to Bidders

9. Bid Security will be required and shall be submitted with Contractor's bid.
10. Performance and Payment Bonds will be required if the base bid is \$100,000 or greater. Utilize the forms contained in the project manual.
11. Provide Roof Manufacturer's Acknowledgment Form (RMA) for each roof system type.
12. Provide Quality Requirement Submittals as contained in Section 00 21 13 "Instructions to Bidders-Revision1".

- a. Submit evidence of certification by metal roof system manufacturer listed on bid form for a minimum of two years.
 - b. Submit evidence of being in business for a minimum of five (5) years' under the same firm name as that submitting the bid.
 - c. Principals of the firm to have a minimum of ten (10) years' experience in the estimating, supervision, management and administration of a contracting firm engaged in the application of building envelope involving removal of the existing building envelope systems.
 - d. Submit copy of General Contractor's license.
 - e. Submit sample copy of Certificate of Insurance.
 - f. Submit evidence of three (3) similar projects in type, size and scope. Include Owner contact information, an overall description of the project along with photographs of the completed project.
13. Mr. Shuskey stated that typical mail deliveries (UPS/FedEx/Etc.) are typically delivered after 3:00 PM. If Contractors plan to mail their bids it is recommended to take the typical delivery time into consideration. Brunswick County Schools nor REI are responsible for bids not delivered by bid date and time deadline.

Section 00 41 13-Bid Form

14. The alternates listed for this project are as follows:
- a. Provide roof replacement of Area B.
 - b. Provide roof replacement of Area D.
 - c. Provide roof replacement of Area F.
 - d. Clad EIFS elevation walls with flush seam metal wall panels.
15. A 25,000.00 contingency allowance shall be contained in the Base Bid.
16. The following Quantity Allowances shall be contained in the Base Bid.
- a. Repair 1,000 SF of Corroded Steel Deck (Corrosion Degree 1) with Coating
 - b. Repair 500 SF of Steel Deck (Corrosion Degree 2) with Steel Plates
 - c. Replace 5,000 SF of Wet or Deteriorated Existing Gypsum Substrate
 - d. Replace 5,000 SF of Wet or Deteriorated Existing 3" Roof Insulation
 - e. Replace 200 BF of Deteriorated Wood Blocking
 - f. Replace 160 SF of Deteriorated Plywood.
17. Six unit prices shall be provided and utilized to determine the applicable quantity allowances.
18. Schedule of Completion:
- a. The construction duration (including any alternates accepted) for this project shall be 115 calendar days (May 1 – August 24, 2025) before Liquid Damages shall be incurred of \$500.00 per calendar day.
 - b. Time is of the essence. Contractor shall commence work on this project within thirty (30) days following receipt of an Executed Agreement between Owner and Contractor.
 - c. Date of commencement will be established in a Notice to Proceed issued to Contractor.
19. Provide all bid enclosures listed on the Bid Form including the following:
- a. Bid Bond

- b. MWSBE Identification Form
- c. State of North Carolina Affidavit A – Listing of the Good Faith Effort or
- d. State of North Carolina Affidavit B – Intent to Perform Contract with Own workforce
- e. RMA Form's
- f. Quality Requirements Submittals as Specified in Section 00 21 13

Section 00 43 40-MWSBE Participation

- 20. Bidders shall follow the Owner's MWSBE Program and shall submit the required forms contained in the project manual with their bid.
- 21. For additional information, please contact the Owner's designated MWSBE Representative.

Section 01 11 00-Summary of Work

- 22. A brief outline of the scope of work was reviewed.

Roof Area A and E

- a. Remove and dispose of the existing roof system including flashings and sheet metal down to the existing steel deck.
 - 1) Remove and dispose of existing plastic vapor retarder
 - 2) Store existing gypsum substrate to be reinstalled
 - 3) Store existing 3" roof insulation to be reinstalled. Remove and dispose of tape from seams and self-adhered underlayment at valleys, ridges and eaves.
- b. Secure the steel deck to structural framing members
- c. Replace deteriorated gypsum substrate in accordance with unit prices and quantity allowances. Reinstall existing gypsum substrate store from removal.
- d. Provide weather resistive barrier as specified in Section 07 25 00 "Weather Resistive Barrier"
- e. Replace deteriorated existing 3" roof insulation in accordance with unit prices and quantity allowances. Reinstall existing 3" roof insulation stored from removal.
- f. Provide cover board mechanically attached as specified in Section 07 22 16 "Roof Insulation"
- g. Fully adhere metal roof panel underlayment.
- h. Provide standing seam metal roof panel system along with flashings, trim, gutters, downspouts and accessories as specified in Section 07 41 13 "Metal Roof Panels"
- i. Provide snow guard system along eave edge and upslope side of roof penetrations as specified in Section 07 72 00 "Roof Accessories"
- j. Provide a complete, weathertight, 20-year warrantable roof assembly with 30-year finish warranty.

Roof Area C

- a. Remove and dispose of the existing roof system including flashing and sheet metal down to the existing steel deck.
- b. Secure the existing steel deck to structural framing members.
- c. Provide gypsum substrate and roof insulation system as specified in Section 07 22 16 "Roof Insulation"
- d. Fully adhere thermoplastic single ply membrane along with flashings and accessories as specified in Section 07 54 00 "Thermoplastic Single Ply Roofing"

- e. Replace sheet metal flashings and trim as specified in Section 07 62 00 "Sheet Metal Flashing and Trim"
 - f. Provide a complete, watertight, 20-year warrantable roof assembly.
23. No suspect Asbestos Containing Roofing Materials (ACRM) were identified in the areas included in Contact.

Section 01 14 00-Work Restrictions

24. A FULL TIME Superintendent as identified in Section 01 40 00 Quality Requirements is required. Work shall not be performed if the assigned project Superintendent is not on site. No additional time will be added to the contract for missed workdays due to Superintendent absence.
25. Works hours shall generally be performed during normal business hours. Should the Contractor elect to work on Saturday or Sunday, notification to the Owner and Engineer at least 48 hours in advance shall be required.
26. The Owner encouraged weekend and holiday work while students are in class.
27. Work may begin May 1, 2025. Work performed while school is in session shall take place over the Cafeteria/Gymnasium roof areas, or after 12:00 PM on school days, or after school hours which includes non-school days, holidays, semester breaks, Saturdays, Sundays or after student dismissal on school days.
28. There are no work hour restrictions provided work is completed within the school system summer duration (May 29, 2025 through August 24, 2025) when students are not in school.
29. All work extending past the Substantial Completion date (August 24, 2025) shall be performed after school hours which includes non-school days, holidays, semester breaks, Saturdays, Sundays or after student dismissal on school days (3:30 PM), these imposed work restrictions are in addition to the specified liquidated damages.
30. Contractor shall coordinate work schedule with School's testing and special events schedule.

Section 01 77 00-Closeout Procedures

31. A five-year contractor's warranty, asbestos free warranty and a twenty-year roofing manufacturer's warranty and thirty-year sheet metal finish warranty shall be required.
32. Contractor shall submit all closeout documents within thirty (30) days from Punch List.

Technical Specifications/Contract Drawings

33. Technical specifications reviewed as necessary.

Safety – Brunswick County Schools

34. Mr. Shuskey discussed the following items to ensure the Contractors accordance:
- a. Safety for the school personnel, students and contractor is the main priority for all projects.
 - b. All Contractor personnel that will be on site must complete the Sexual Offender Registry Check contained in the Project Manual.
 - c. All Contractor personnel must check in with the Office on the first day of the project. Once the initial check in is complete the Contractor's Superintendent/Foreman will be allowed to check in the entire crew daily.
 - d. There shall be NO interaction with students or staff during the project. Project correspondence shall be directed to Mr. Shuskey or Mr. Whitley accordingly.
 - e. There is zero tolerance for personnel utilizing inappropriate language, tobacco, alcohol, drugs, weapons, etc. on school property. Personnel identified as utilizing such will be asked to leave immediately without return.

- f. Contractor is responsible for utilizing construction fencing as indicated in the Project Manual in all staging areas.
- g. The Contractor is responsible for keeping a clean work site, including but not limited to grounds, and roof area at all times.
- h. The Contractor shall be responsible for providing bi-weekly schedule updates throughout the project.
- i. The Contractor is required to dress appropriately for the work being performed. The Owner recommends identifying clothing with bright/reflective colors.

Miscellaneous

35. Staging and Material storage areas are as follows:

- a. Staging and material storage areas shall be as identified in the attached facility map.
- b. Access to the roof shall be via a Contractor provided extension ladder that shall be taken down every night and secured.
- c. The Contractor will provide ground protection matting to protect landscaping and grounds from construction activities.
- d. The Contractor will provide a portable toilet facility and handwashing station, as required.

36. Mr. Shuskey stated that it is not the owners desire to enforce liquidated damages on this project, with expectations that the awarded Contractor provide adequate staffing to complete the project in the designated time frame and in the most time efficient manner possible. Contractor documentation of weather/material delays if applicable shall be submitted as necessary.

- a. Utilization of Saturday/Sunday work schedule with "weekend" time being taken during the week while students are in school, would be an effective method to assist with work restrictions identified in the Project Manual.

37. Bidders wishing to make an additional site can email Paul Whitley at pwhitley@reiengineers.com to request a site visit date. One date will be set after school hours for this visit.. Bidders shall provide an extension ladder for access to the roof. Bidders must have proper identification as they will be required to check in at the office upon arrival to the facility..

38. All bidding or specification related questions are to be directed to REI Engineers in writing (email) by 5:00 PM on 11/12/2024 in an effort to keep addenda from being issued after 11/13/2024.

Please contact our office if you have any questions or corrections regarding these minutes.

Sincerely,

REI Engineers



Paul Whitley, RRO, CDT
Project Manager

Enc: Pre-Bid Meeting Sign-in Sheet
Roof Replacement Staging Area
Bid Box Location
Owner Provided As-Built Elevations-For Review

cc: Attendees

PRE-BID MEETING SIGN-IN
OWNER: Brunswick County Schools
PROJECT: 022CLT-253 Belville Elementary School Roof Replacement

Name	Company	Phone No.	Email
Paul Whitley	REI Engineers	704-458-1001	pwhitley@reiengineers.com
Greg Shuskey	BrCS	910-274-1127	cshuskey@bcswan.net
Cherie Suther	BrCS	910-782-5079	csuther@bcswan.net
Danny Steele	ICS	910-452-0098	drsteele@indcantserv.com
Todd Casey	Beacon	919-440-7808	todd.casey2@beacon.com
Brian Hooker	Highland Roofing		bhooker@highlandroofingcompany.com
Mac McGraw	Highland Roofing	910-798-0155	MMcGraw@HighlandRoofingCompany.com
Brandt Strait	Tecta America	803-431-1061	bstrait@tectaamerica.com
Nicole Yurick	Alpha-Roofing	848-467-0230	estimating@alpha-roofing.com
Brandon Woods	Owens Roofing, Inc	919-821-0082	estimating@owensroofinginc.com
Russell Baker	Southern Metal Sys	919-366-2023	donniepb5@bellsouth.net
BRAD SHALTZ	TRIANGLE ROOFING INC	919-609-8246	BRAD@TRIANGLEROOF.COM
Allie Dixon	BrCS	614-203-1384	alldixon@bcswan.net
Sandra Cobb	BCSE	910-380-5162	Scobb@bcswan.net
Brandon Smith	BCS	910-721-7918	Brasmith@bcswan.net
Geoffrey Kempel	Hound Roofing	910-799-6723	gkempel@houndroofing.com



Untitled Map

Write a description for your map.

Legend

- Belville Elementary School
- Belville Elementary School

Material Storage

Material Storage during summer

Material Storage / Must provide access as needed to HVAC units along side of building

Contractor parking / Material Storage

Material Storage during summer

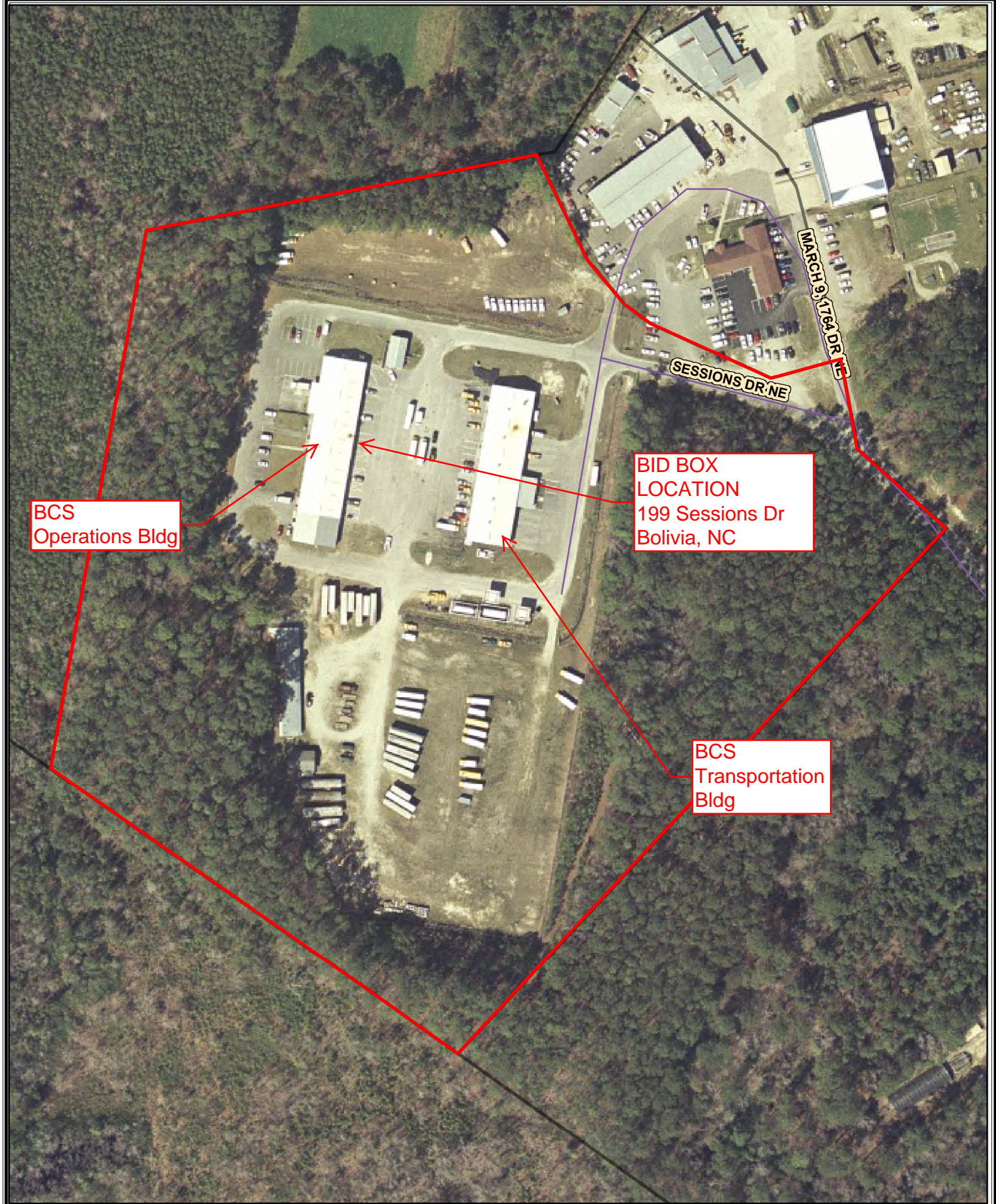
Google Earth

Image © 2024 Airbus

400 ft

The Belville River

133

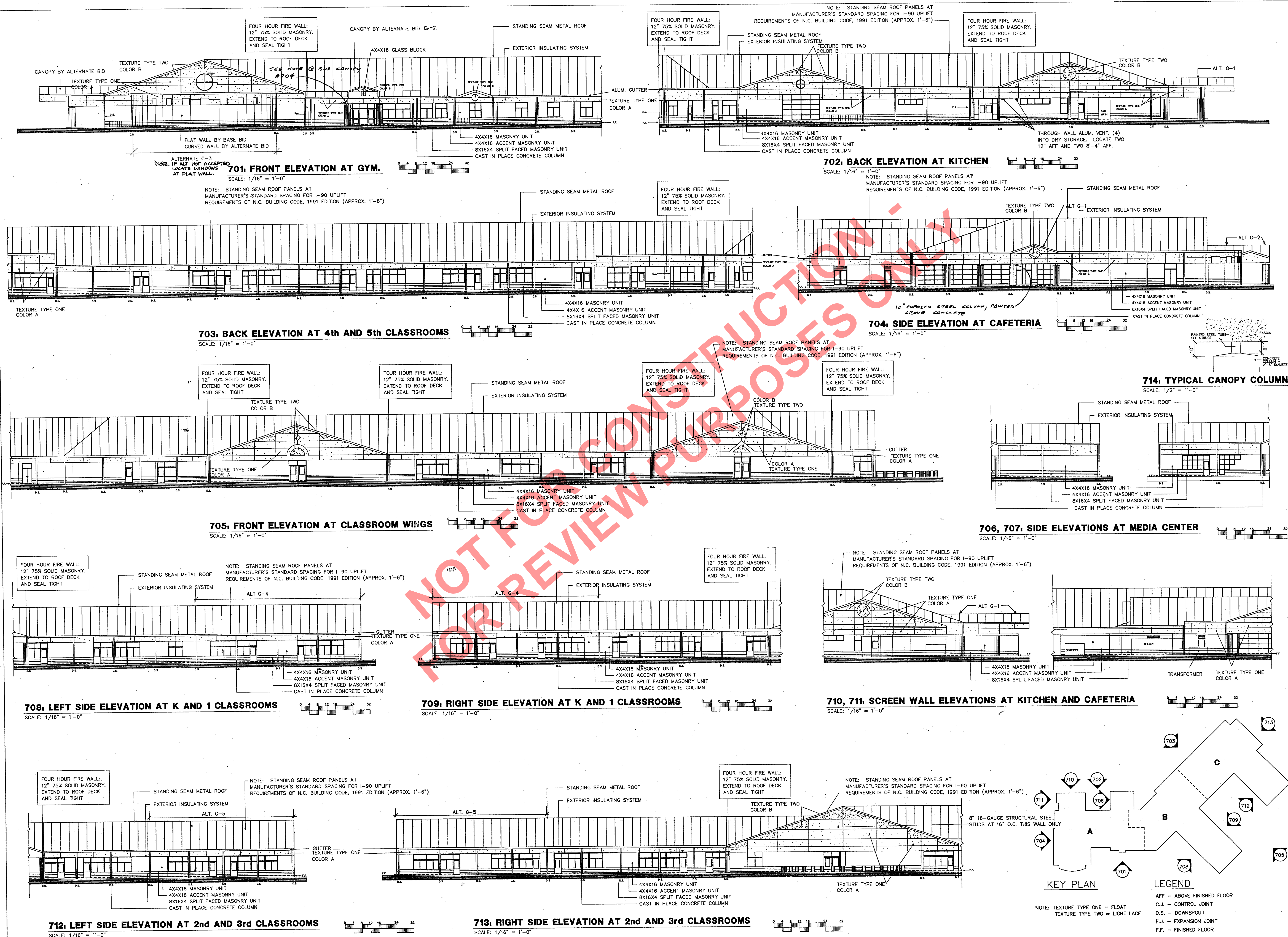


Prepared by Brunswick County GIS Dept.
MAY 26, 2006
Aerial Dated March 2004

0 85 170
Feet
1 inch equals 170 feet

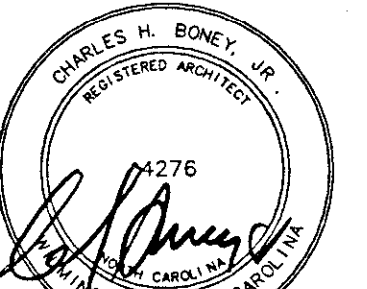
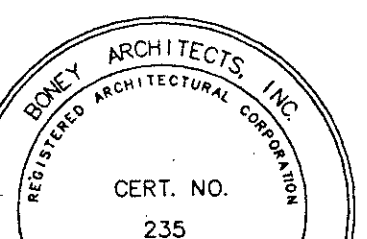
Brunswick Co. Schools Maint.
Parcel ID: 1390005901

Brunswick County assumes no legal responsibility for the nature of, contents of, or accuracy of any information contained on this map. This map may not be accurate or up-to-date. All map information must be verified by recipient.



REVISIONS	
DATE	COMMENTS

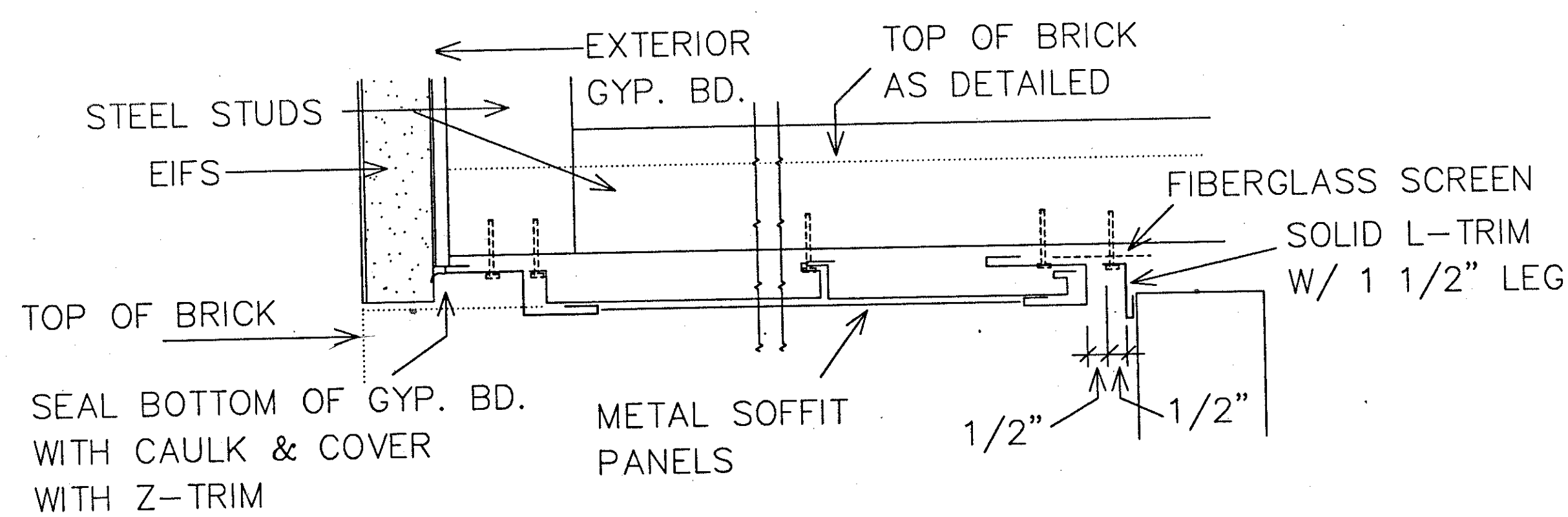
LELAND ELEMENTARY SCHOOL
HIGHWAY 133
BRUNSWICK COUNTY BOARD OF EDUCATION
LELAND, NORTH CAROLINA



10/22/94

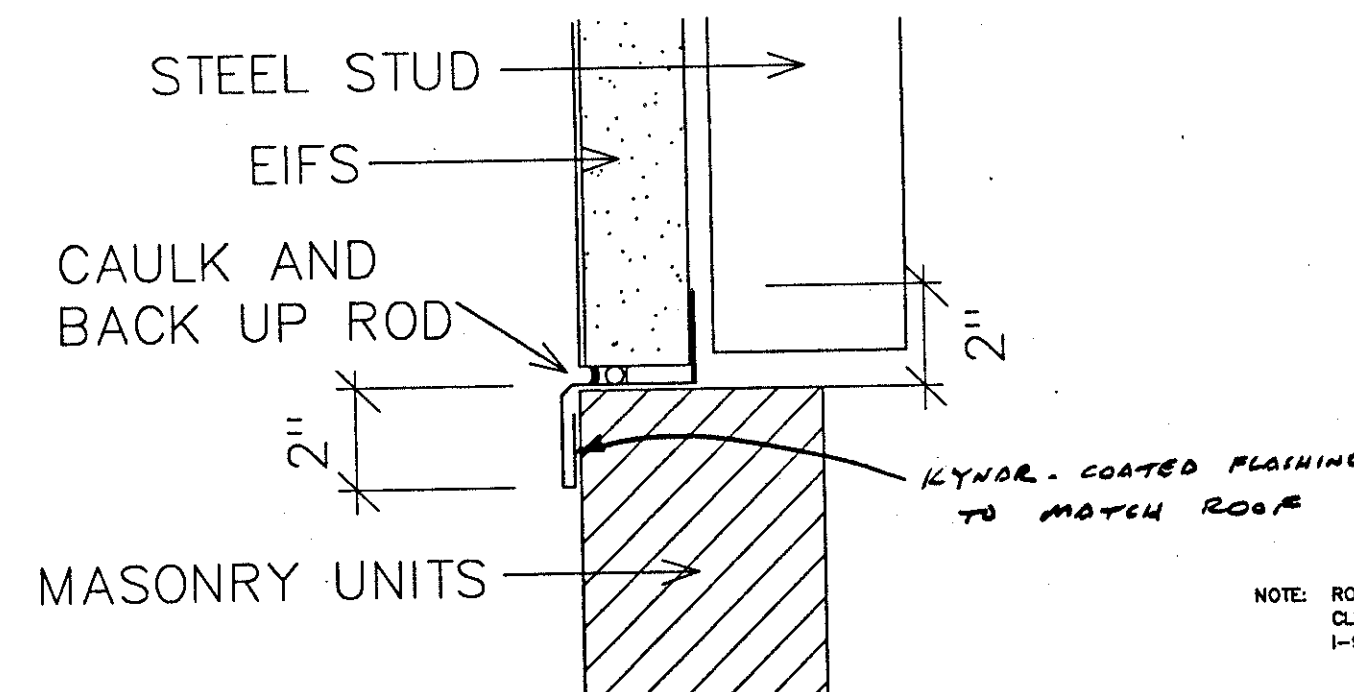
boney architects

Principal: CB2
Project Architect: CB2
Designed By: CB2
Drawn By: WES, BHB, DY
Checked By: CB2
Project Number: 9307
CADD File: 9307A-7A.DCS
Sheet Number: A-7
Date: 28 OCTOBER 1994



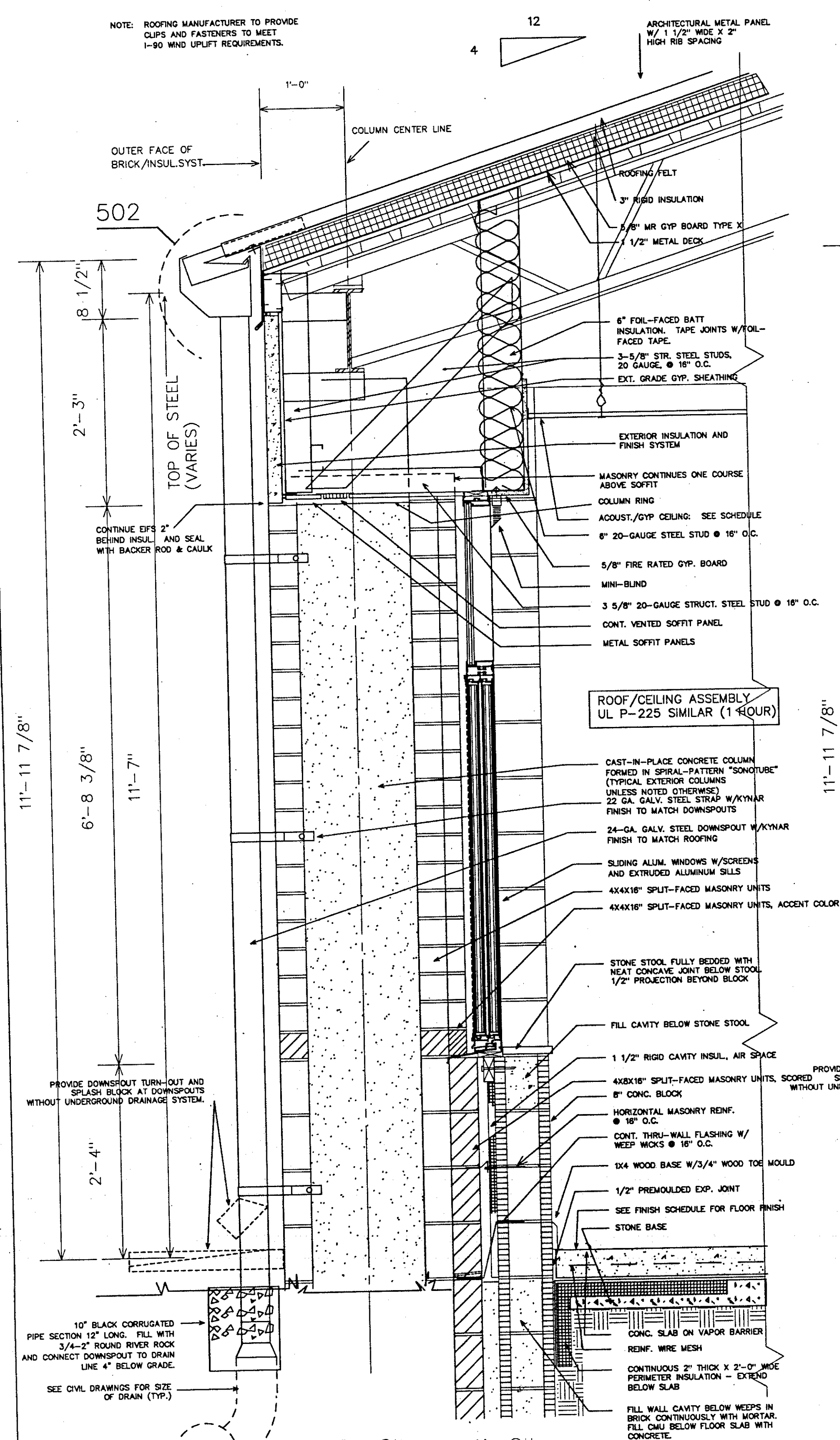
1306 TYPICAL SOFFIT DETAIL

SCALE: 3" = 1'-0"



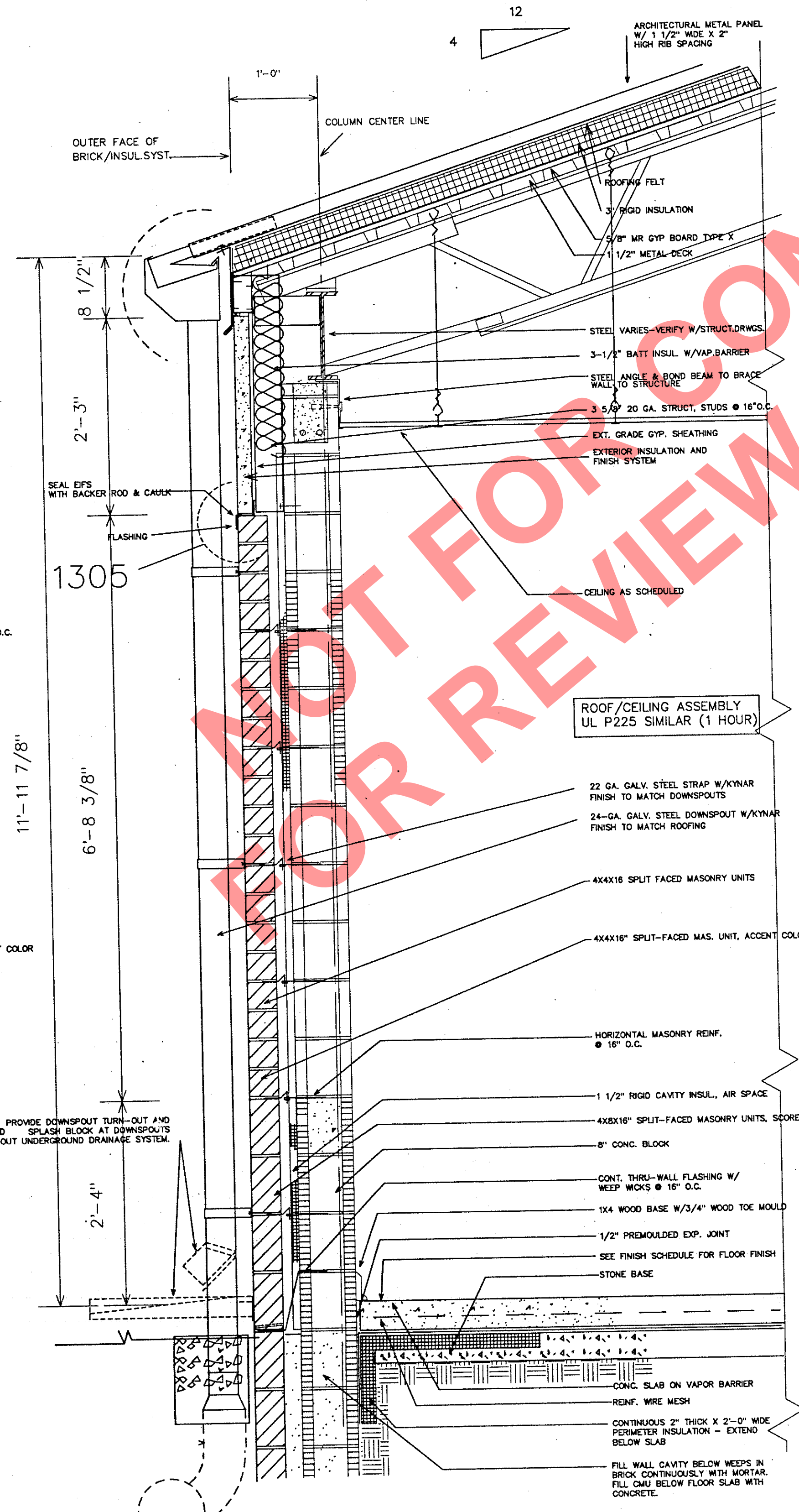
1305 FLASHING DETAIL

SCALE: 3" = 1'-0"



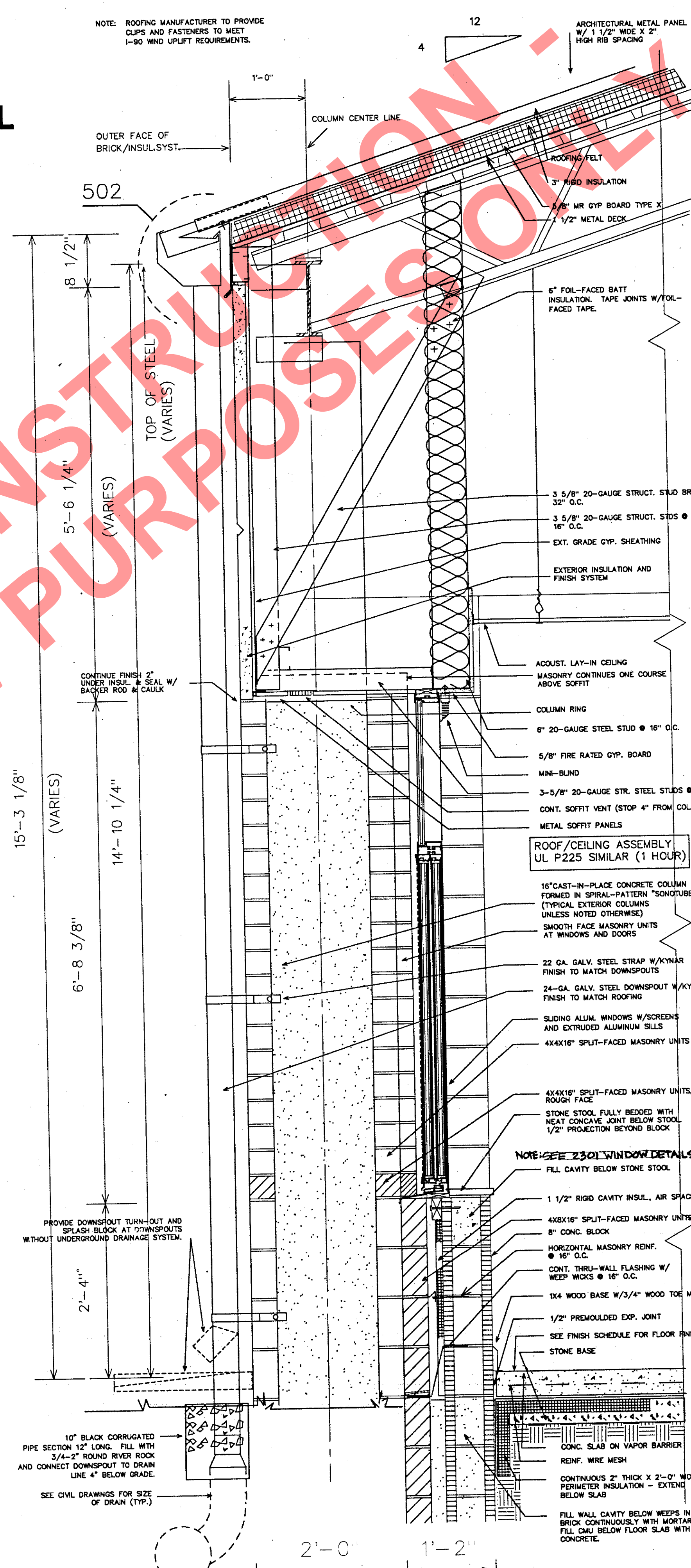
1301 RECESSED WALL, LOW FASCIA

SCALE: 1" = 1'-0"



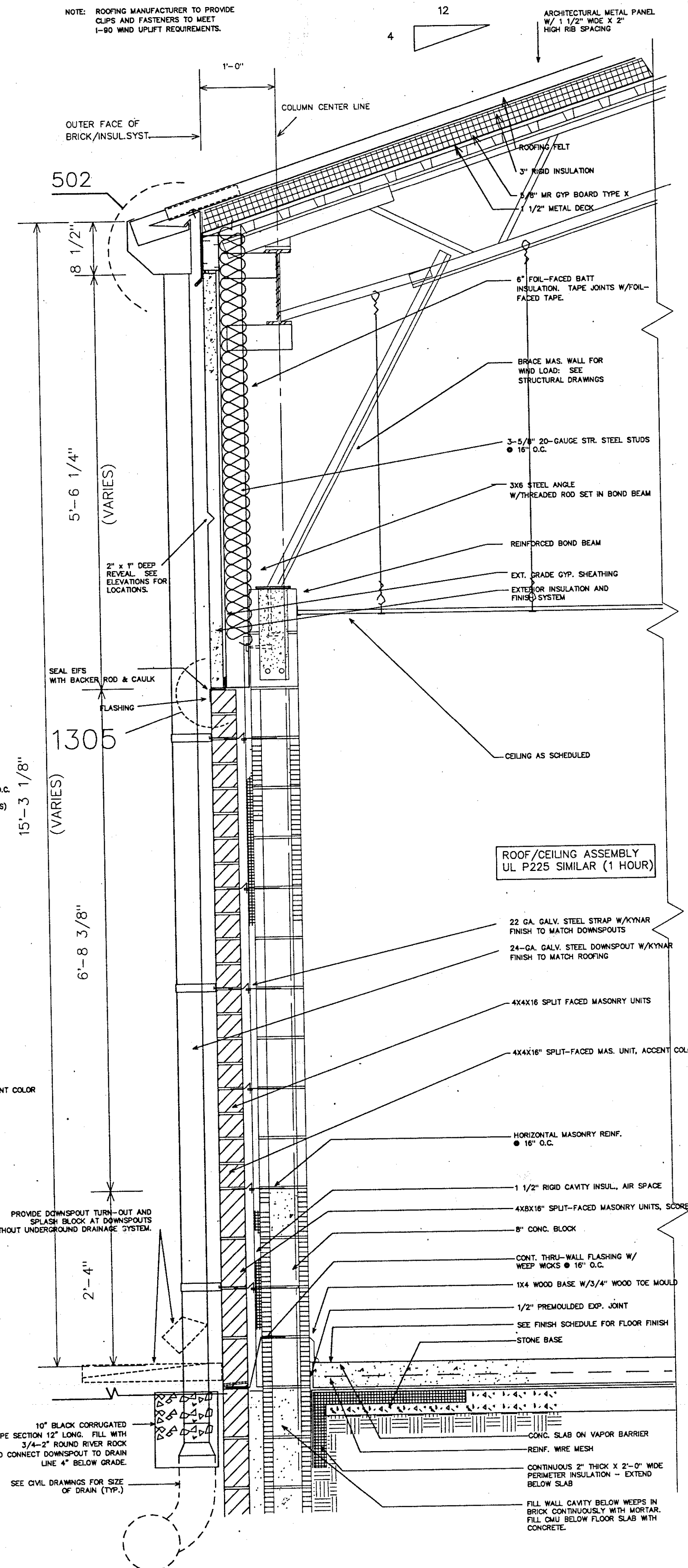
1302 FLUSH WALL, LOW FASCIA

SCALE: 1" = 1'-0"



1303 RECESSED WALL, HIGH FASCIA

SCALE: 1" = 1'-0"



1304 FLUSH WALL, HIGH FASCIA

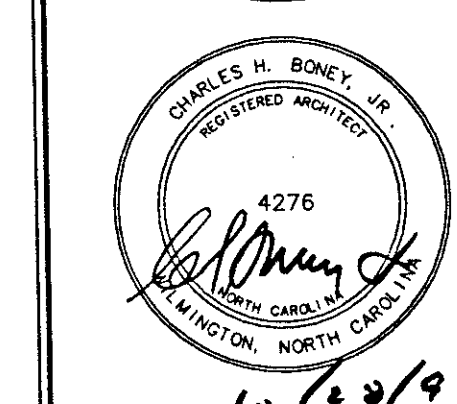
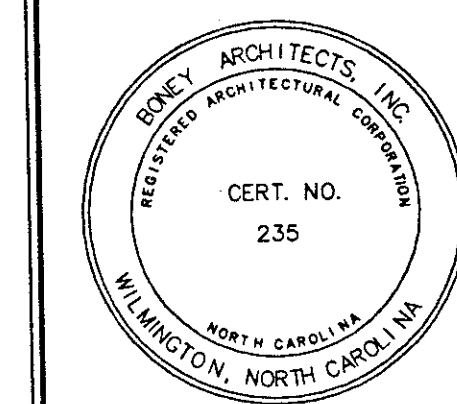
SCALE: 1" = 1'-0"

REVISIONS	
DATE	COMMENTS

PHASE

LELAND ELEMENTARY SCHOOL
HIGHWAY 133

BRUNSWICK COUNTY BOARD OF EDUCATION
LELAND, NORTH CAROLINA

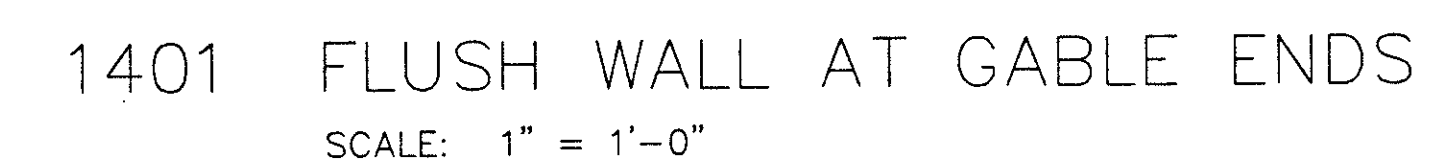


1-16-94

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FAX: (910) 763-7852
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PRINCIPAL: CB2
PROJECT ARCHITECT: CB2
DESIGNED BY: CB2
DRAWN BY: LLH, CLB
CHECKED BY: *CLB*
PROJECT NUMBER: 9307
CADD FILE: 9307A-13.DCS
SHEET NUMBER:

A-13
OF
24
DATE:
28 OCTOBER 1994

[illegible]