

01 June 2016

Project #: 1601

TOWN OF CULPEPER
DEPOT ROOF REPLACEMENT

RE: ADDENDA #1 PRE-BID MEETING NOTES

- A. Bidders Attending – See attached Pre-Bid sign-in sheet
Danny McClung, Tia Chongasing, Teresa Trillhaase – Town of Culpeper
Dex Sanders – Architect
1. Permit – Building and Zoning permits will be required. Contractor will pick up and pay for all permits and Town business license.
 2. No ACMs are anticipated
 3. Working hours - 6am to dark
 4. Special Events – Work will not be permitted during special events. A list of special events is available from the Town.
 5. Site restrictions – The East face of the building is on the railroad ROW. Contractor must coordinate access within the railroad ROW with the Railroad, The building is located in a public area housing the Visitor's Center and Museum. Protect the public at all times and prevent access to ladders and scaffolds.
 6. Parking / staging: One or two parking spaces are available for Contractor use on the South side of the building. A small staging area is available near the Caboose. Use of the parking spaces must be arranged with the Town in advance.
 7. All questions should be addressed to Dex Sanders in writing.
 8. Addenda will be posted on the Town and SA-pc Website: www.sanders-pc.com
 9. Drawing / Site Review:
 - Base Bid – work generally reviewed. Design intent is to straighten framing under sheathing so standing seam panels are planar.
 - building will be occupied during construction
 - ARB detail requirements – ARB will require a color & material sample of the Hip Ridge detail & snow guard.
 - Add Alternate #1 – additional warranty
 10. Administration Review:
 - Dates – Bids due Wednesday, June 8, questions due Friday June 3, Start work upon notice to proceed after July 4th weekend.
 - Bid Modification – bids are good for 90 days. Contract Modifications must be made prior to bid receipt. After bids are in Contract provisions cannot be changed.
 - Bid Bond & Performance Bond & Qualification Statement –Required. An alternate qualification statement may be used as long as information is the same.
 - Time and Liquidated damages – 45 days and \$200 / day
 - Portable Toilets are NOT required but may be provided.
 11. ADD ALTERNATE #2: Provide new 6" K style (Ogee) Pre-finished .032 Gutter w/ gutter hangars at 4'-0" OC max. Provide pre-finished Facia Trim per "Typical Eave Detail" Sheet 3. Gutter and Trim to be pre-finished to match the existing color. Submit sample for ARB approval. See revised Bid Sheet Attached.
 12. Contractor shall paint pipes & vents on roof to match roof color. Do not paint Stainless Steel exhaust fan.
 13. Fasteners should not be visible in the under-side of the roof overhang.

BID SUBMISSION FORM

Name of Bidder: _____

Date: _____
(Bidder, fill-in date)

Re: Town of Culpeper Depot Roof Replacement

109 Commerce Street, Culpeper, Virginia 22701

In compliance with the Invitation to Bid, and having carefully examined the Contract Documents as amended, the Drawings, dated May 11, 2016, and

Addenda Number(s) _____, and
(Bidders shall insert Addenda Number (s); if none, so state)

after carefully examining the site and all conditions affecting the work, the undersigned hereby proposes to furnish all bonds, fees, labor, materials, equipment, tools and supervision required to complete all work required by and in accordance with the above named documents for the following prices:

Base Bid:

_____ Dollars (\$ _____)

Add Alternate No. 1:

_____ Dollars (\$ _____)

Add Alternate No. 2:

_____ Dollars (\$ _____)

Time:

Bidder agrees to commence work on or before the date specified in the Notice to Proceed and to complete the work within 45 calendar days of the Notice to Proceed. The Owner and Contractor recognize that time is of the essence with this agreement and that the Owner will suffer financial loss if the work is not substantially completed in 45 days. They also recognize the delays, expense and difficulties involved in proving the actual loss suffered by the Owner if the work is not completed on time. Accordingly, instead of requiring any such proof, the Owner and Contractor therefore agree that, as liquidated damages for delay (but not as a penalty), the Contractor shall pay the Owner two hundred dollars (\$200.00) for each day that expires after the time specified for substantial completion of this project.

Unit Costs: (Not Used)

Contingency (Not Used)

Confirmation of Site Conditions:

The project was visited on the following date and time. I have reviewed project specifications and understand all bid requirements.

Project Site: _____, Time _____

Person who visited the site: _____

Job Title: _____

Confirmation of Bidder's Requirements

Bidder confirms that work will be performed in and around an occupied site.

Qualifications

- 1- Bids shall be accompanied by a properly executed AIA Document A305, Contractor's Qualification Statement.
- 2- Bidders shall have a minimum of (10) years demonstrated experience constructing projects of similar scope, cost and scale over occupied spaces. Please provide at least two references for equivalent projects:
 - a. _____
 - b. _____

Bid Submittals:

Bid Security: A Bid Bond or certified check in the amount of five percent (5%) of the base bid amount is attached. Bids shall be valid for 90 calendar days.

The undersigned further agrees that in case of failure on his part to execute the said agreement within (10) consecutive calendar days after written notice being given on the award of contract, the monies payable by the securities accompanying this bid shall be paid to the Town of Culpeper, Virginia as

liquidated damages for such failure; otherwise, the securities accompanying this bid shall be returned to the undersigned.

By submitting this proposal the undersigned Bidder certifies that he/she is a Class "A" Contractor, holding license number _____ issued by the Commonwealth of Virginia Department of Commerce pursuant to Chapter 11 of Title 54.1, Code of Virginia 1950 (as amended), and that the referenced license is valid and has not been suspended or revoked.

Respectfully submitted by:

Company

By

Business Address

City, State and Zip Code

If a Corporation:

President

Treasurer

Corporation in the State of _____ (Seal)