

Purchasing Office
191 South East Street
Frederick, Maryland 21701
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301-644-5213 fax



Stephen P. Starmer, C.P.M., Purchasing Manager
Kim Miskell, Assistant Purchasing Manager
Billie Laughland, Buyer Specialist
Bill Meekins, Buyer Specialist
Scott Bachtell, Buyer Specialist

ADDENDUM

October 16, 2015

ADDENDUM # 1

Bid 16M1, Unit Price Contract for Roof Replacement/Repair

DUE DATE: FCPS Main Lobby, Thurs., October 22, 2015, prior to and time stamped no later than 10:00 A.M.

This addendum is being issued to provide additions, corrections, clarifications and answers to certain questions raised referencing the original bid packages and any resultant contracts for the above bid.

1. This Addendum includes the following attachments:

- a. FCPS Pre-Bid Meeting Notes (1 page)
- b. FCPS Pre-Bid Attendance Roster (1 page)

Thank you for your interest in bidding with Frederick County Public Schools and we apologize for any inconvenience this may have caused.

Sincerely,

Kim Miskell

Kim Miskell
Assistant Purchasing Manager

km/ab

pc: Gary Barkdoll, Manager of Maintenance Projects and Grounds Maintenance Department

Bid 16M1, Unit Price Contract for Roof Replacement/Repair

Pre-bid Meeting Notes 10.08.15:

The intent of the solicitation is to establish a contract with a contractor(s) to furnish all labor, supervision, materials, and any incidentals necessary to repair and/or replace roof sections of any building with Frederick County Public School System (FCPS). Work is to be done on an emergency basis due to leaks or damage, or may be planned roof replacement/repair project. Work and products shall at all times conform to the specification, and local, county, state and federal (including EPA) codes and regulations.

Attendance at the Pre-bid Meeting is not mandatory in order for your bid to be considered for award.

Bid due date: October 22, 2015, prior to and time stamped no later than 10:00 am

Tentative Board Award: November 18, 2015

FCPS Contract Administrator: Gary Barkdoll, Manager of Maintenance Projects and Grounds Maintenance Department

Bidding documents may be examined at www.fcps.org/bidlist

For information pertinent to the bidding process, the attention of all contractors, subcontractors and material supply bidders are directed to the:

- Invitation to Bid (Page 2)
- General Conditions & Instructions for Small Construction, Maintenance and Miscellaneous Service Contracts (Pages 7-24)
- Special Notices (Pages 25 - 31)
- Proposal Form and Signature Page (Page 81 - 85)

Bids shall be in a sealed envelope and marked Bid 16M1, Unit Price Contract for Roof Replacement/Repair and must be received in the Main Lobby of the FCPS building located at 191 South East Street **prior to and time stamped no later than 10:00 a.m. on October 22, 2015.**

In the event of inclement weather on the date when the bids are scheduled to be opened and the FCPS administrative offices are closed, bids will be opened on the next business day at the same time as previously scheduled. Often when schools are closed the administrative offices are open – when in doubt please call the purchasing department.

Bid bonds are not required at this time, except under special circumstances.

At the discretion of the Supervisor of Maintenance and the Purchasing Officer, FCPS may require a performance bond covering 100% of the contract amount for a specific project. If required, FCPS would reimburse the contractor up to 2% of the contract amount to offset the cost of obtaining the bond.

A properly executed Certificate of Insurance in the types and limits specified on pages 11 through 13 of this bid package will be required of the awarded contractor(s) within ten days after award notification.

The bidder shall acknowledge the receipt of each and every Addendum on the Bid Form of Proposal as part of the bid.

Should any bidder find discrepancies in, or omissions from, the drawings and other contract documents need to request clarification in writing. All necessary interpretations will be issued to all bidders in the form of addenda.

Directed to: Gary Barkdoll, Manager of Maintenance Projects and Grounds Maintenance Department at gary.barkdoll@fcps.org with a copy to Kim Miskell at: kim.miskell@fcps.org

It is the contractor's responsibility to ensure that no individuals who are registered sex offenders are working on this project. This also applies to subcontractors and materials/equipment supplies as well. For projects lasting longer than a few months, the contractor shall periodically re-check the names of workers against the Maryland Sex Offender's Registry to ensure ongoing compliance.

The use of tobacco and alcohol beverages in any form is prohibited on FCPS property at all times, all year.

Please review Pages 25-31, Special Notices:

- All applicable areas of the bid form of proposal are filled in carefully, completely and signed (Pages 81 - 85)
- Properly completed Statutory Affidavit and Non-Collusion Certification Form (Page 87 - 88)
- Properly completed Minority Business Enterprise Information (Page 89)

The contract period will be effective November 1, 2015 through October 31, 2017. The contract may be renewed for two additional two-year terms.

This is an open requirements contract with no guarantee of any work. Orders will be placed only as needs arise throughout the contract period.

Work under this contract may not be assigned to a subcontractor by the awarded vendor under any circumstances unless prior written approval is received from the contract administrator or his designee. The Board reserves the right to approve or disapprove all subcontractors to be employed on a project.

FCPS retains the right to procure work under a separate contract for large projects costing more than \$25,000.

Frederick County Public Schools
Purchasing Department
PRE-BID MEETING ATTENDANCE ROSTER

BID 16M1, UNIT PRICE CONTRACT FOR ROOF REPLACEMENT/REPAIR

MEETING DATE/TIME: OCT. 8, 2015 @ 10:00 am (CONF. RM. 2B)

NAME (PLEASE PRINT)	FIRM REPRESENTED (PLEASE PRINT)	PHONE NUMBER	FAX NUMBER	E-MAIL ADDRESS
Jeff Jaworski	Co. Name: Cole Roofing Address: 3915 Coolidge Ave Baltimore	410-242-0600	410-242-8007	jeffrey@coleroofing.com
Larry R Aronhalt	Co. Name: Simpson Unlimited VA Address: 11121 Industrial Rd Manassas VA	703-848-5338	703-361-1341	Rick@Simpsonunlimited.com
CHAO Johnson	Co. Name: Simpson of Maryland Address: 7467 Candlewood MD	410-525-0152	410-525-0154	
ROD EVERETT	Co. Name: HEIDLER ROOFING Address: 960 KUAN AVE HAGERSTOWN, MD 21740	301-766-4030	301-766-4031	REVERE@HEIDLERROOFING.COM
ERIC WIEGAND	Co. Name: TECTA AMERICA EAST LLC Address: 7340 MONTEVIDEO RD JESSUP, MD 20794	410-799-1972	410-799-2729	E.WIEGAND@TECTAAMERICA.COM
bill balomas	Co. Name: Citi Roof Address: 906 Berger Rd Columbia MD 21046	410-381-3100		Bill@citiroof.com
	Co. Name: Address:			
	Co. Name: Address:			
	Co. Name: Address:			
	Co. Name: Address:			
	Co. Name: Address:			