

**SEAFORD SCHOOL DISTRICT
Seaford Middle School – Roof Replacement
BID NO. SEA-20-001-SMSROOF2**

PRE-BID MEETING MINUTES

23 December 2019

MTG DATE: Thursday, December 19, 2019

TIME: 1:30p

LOCATION: Seaford Middle School

PROJECT NO: 18026

ATTENDEES: SEA SD Eulinda Gallagher
Michelle Widen
Doug Henry

FCA Ken Fearn

CONTRACTORS/OTHER: See attached Sign-in Sheet

1.0 NOTES –

- 1.1 The project is State of Delaware funded and is subject to Delaware bidding requirements. See bid documents.
- 1.2 Attendance at this meeting was mandatory for General Contractors and Roofing Prime Contractors bidding the project. Every GC / RPC bidder is responsible for the entire scope of work contained within the Contract Documents.
- 1.3 Drawings and specifications provided on the State website for advertisement purposes should not be used for bidding purposes. Only the drawings purchased at the pre-bid or through F-C Architect's office should be used for bidding purposes.
- 1.4 There are some notes on Drawing A10-01 roof Area 'I' that will be revised. Existing edging and leader boxes to remain as detailed on A10-01. This drawing will be re-issued with corrections in addendum No. 1.

- 1.5 Prevailing wage rates and reporting are required. Prevailing wage rates are indicated in the specification.
- 1.6 Bids must include Bid Bond of 10%, Non-collusion Statement, Subcontractor List, Addenda acknowledgement, and GC / RPC drug testing affidavit.
- 1.7 Bid due date was announced as identified in specifications: 3:00 p.m. local time on Thursday, January 16, 2020. **Please note that bids are to be delivered to the Seaford School District Administration Office.** The address is listed in the specifications. One hard copy of bid documents will be acceptable.
- 1.8 Scope of work was outlined, Project includes replacement of approximately 16,770 sq ft of existing low-slope roofing, insulation, and work related to edging, scupper/conductor heads, trim, flashing, blocking, and other accessories. Existing edging and conductor head/downspouts are noted to remain as detailed. Existing rooftop equipment must be handled as required to replace roofing. Base Bid new roofing to be white EPDM roofing system as specified.
- 1.9 Allowances were described and are indicated in the contract documents.
- 1.10 Unit Prices were described and are indicated in the contract documents. Unit Price No. 1 is for Gypsum-Concrete Structural Deck Patching. Unit Price No. 2 is for Structural Deck Repair.
- 1.11 Alternates were described and are indicated in the contract documents. Alternate No. 2 will be revised to indicate: Remove Roofing Areas B, **F, and H** from Scope of Work. This will be indicated in addenda.
- 1.12 An infrared study was performed at areas B, F, and H to determine current amounts of existing roofing to be removed and patched for Alternate No. 1 scope of work. The report shows the amount of wet insulation/cover board that will need to be replaced prior to installing Roofing Membrane System Rehabilitation – Coating. This replacement shall be included in Alternate No. 1 scope of work cost for the following quantities.
 - 1.12.1 Area B - 48 sf
 - 1.12.2 Area F - 192 sf
 - 1.12.3 Area H - 140 sfA copy of the report will be included in addenda No. 1.
- 1.13 Bidders may submit base bid proposals and/or individual alternates. Bidders shall indicate “**NO BID**” for any portions of the scope of work they are not bidding on, and include proposed cost for any portions of the scope of work they are bidding on.
- 1.14 The project schedule was reviewed. Construction to commence June 17, 2020 and continue through completion by August 16, 2020.

- 1.15 No Liquidated Damages are indicated; however, the Owner will occupy the building on completion dates noted. Work not 100 percent complete prior to completion dates noted may be completed by the Owner's forces with all associated costs back charged to the GC or Roofing Prime Contractor.
- 1.16 Working hours are scheduled for 7:00a to 4:00p Monday through Friday, except as otherwise indicated or negotiated with the Owner. The Owner will not have staff on site on Fridays.
- 1.17 Temporary facilities are required as specified. Meeting space will be provided within the building. No construction office trailer is required. Contractor may use existing utilities at no charge. Any required connections / disconnections or temporary construction shall be provided by the contractor. Contractor to provide temporary sanitary facilities.
- 1.18 There are no site improvements grade. GC / RPC will be responsible for protecting and restoring existing site conditions during work.
- 1.19 The contractor will be responsible for obtaining permits (if required). If required, the Seaford SD will pay for all permit impact fees. The contractor will be responsible for any fees associated with re-inspections. Plans are currently approved by the AAB.
- 1.20 The project is not seeking LEED certification.
- 1.21 The bid form Subcontractor List was read. There were no changes.
- 1.22 The State Mandatory Drug testing program applies to this project. *Please note that subcontractor drug testing affidavits are not required until 2 (two) days prior to contract execution, not at bid date as indicated on the Subcontractor List included in the specifications.*
- 1.23 Warranties must meet minimum State of Delaware two year requirement, or greater as indicated in specifications. Roofing warranty is for 20 years for EPDM, 12 years for Roofing Membrane System Rehabilitation - Coating.
- 1.24 **Substitution requests** must meet all specification requirements, and must be received in written form by the Architect not later than 10 days prior to bid due date. Verbal requests will not be considered. All substitution requests must be submitted by a GC / RPC bidder. Approval or rejection of substitution requests will be listed in addenda.
- 1.25 **Questions** must be received in written form by the Architect not later than 7 days prior to bid due date. Verbal questions will not be considered. Questions will be answered in addenda.
- 1.26 Bidder questions will only be accepted from or through contract document holders on the holder's letterhead or email.

- 1.27 All substitution requests and questions should be submitted to Project Architect Duke Wilford at FCA's Wilmington office, or via email to dukewilford@fcarchitects.net .
- 1.28 The final addendum will be issued no later than 4 days prior to the bid due date. Exceptions: withdrawal of solicitation, extension of due date, or change of opening location.
- 1.29 **Access to site:** To visit site prior to Bid, contact Doug Henry, Seaford School District, Buildings and Grounds Coordinator at c: 302-245-8822 or o: 302-629-4587.
- 1.30 **Pre-bid meeting questions:** There were no questions asked during the meeting.

Fearn-Clendaniel Architects, Inc., prepared these minutes for the purpose of recording significant information covered during the meeting. Should anyone object to the statements or interpretations contained herein, please advise within one week of the date of this report.

Submitted by:
Ken Fearn, AIA, LEED®AP
FC Architects, Inc

Sign in sheet

Pre-bid: #SEA-20-001-SMSROOF2

Date: 19 December 2019

Name / Company: <i>Dominic Nolt, DA Nolt Inc</i>			GC: <input checked="" type="checkbox"/> yes / no
Address (no POBs): <i>53 Cross Keys rd, Berlin, NY</i>			
Phone: <i>856-753-4233</i>	Fax: <i>856-753-4963</i>	Email: <i>nolt@danolt.com</i>	
Name / Company: <i>CTA Roofing</i>			GC: yes / no
Address (no POBs): <i>91 Blue Hen Dr</i>			
Phone: <i>302-454-8551</i>	Fax:	Email:	
Name / Company: <i>Josh Riordan Union Roofing</i>			GC: yes / no
Address (no POBs): <i>12260 Townsend Rd Phila PA 19154</i>			
Phone: <i>267 688 0997</i>	Fax:	Email: <i>Cody@Unionroofing.net</i>	
Name / Company: <i>Alpha Omega Construction Group</i>			GC: <input checked="" type="checkbox"/> yes / no
Address (no POBs): <i>121 Glenwood RD, Glenwood Landing NY 11547</i>			
Phone: <i>917-453-0838</i>	Fax:	Email: <i>michael@AlphaOmegaCG.com</i>	
Name / Company: <i>Imperio Construction</i>			GC: yes / no
Address (no POBs): <i>221 High Street Suite 101 Seaford DE 19973</i>			
Phone: <i>302-393-3463</i>	Fax:	Email: <i>Craigaleman@gmail.com</i>	
Name / Company:			GC: yes / no
Address (no POBs):			
Phone:	Fax:	Email:	
Name / Company: <i>Matt Papa P4C Roofing Inc.</i>			GC: yes / <input checked="" type="checkbox"/> no
Address (no POBs): <i>35 South Gate Blvd</i>			
Phone: <i>(302) 322-6767</i>	Fax: <i>(302) 322-8809</i>	Email: <i>matt@pcroofinginc.com</i>	
Name / Company: <i>POWER</i>			GC: yes / no
Address (no POBs):			
Phone:	Fax:	Email:	
Name / Company: <i>Quality Exteriors Inc.</i>			GC: <input checked="" type="checkbox"/> yes / no
Address (no POBs): <i>60 Hopkins Cemetery Rd. Harrington, DE 19952</i>			
Phone: <i>302-398-9283</i>	Fax: <i>302-398-9290</i>	Email: <i>jason@qexteriorsinc.com</i>	
Name / Company: <i>N Mallari G.C. Corp</i>			GC: yes / no
Address (no POBs): <i>44 Bastille Loop</i>			
Phone: <i>302 516 7738</i>	Fax:	Email: <i>nmallarigc@gmail.com</i>	

Sign in sheet

Pre-bid: #SEA-20-001-SMSROOF2

Date: 19 December 2019

Name / Company: <i>Robert Pat Mooney / Installation Services</i>		GC: <u>yes</u> / no
Address (no POBs): <i>915 W Whiskey Bottom Rd. Laurel MD 20723</i>		
Phone: <i>443-401-0682</i>	Fax:	Email: <i>rpmooney@heris.com</i>
Name / Company: <i>Brandon Morris / Tecta America East</i>		GC: yes / no
Address (no POBs): <i>302 S. Division St. Fruitland MD</i>		
Phone: <i>410-219-7980</i>	Fax:	Email: <i>bmorris@tectaamerica.com</i>
Name / Company:		GC: yes / no
Address (no POBs):		
Phone:	Fax:	Email:
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