

PROJECT NOTES & VERIFICATIONS

1. **Bid Opening** – Per the legal advertisement (Notice To Contractors), sealed bids will be received by the City of Prattville at 101 West Main Street, Prattville, AL 36067 at Prattville City Hall until **2:00 p.m. on February 22, 2024**, at which time they will be opened and publicly read aloud. All bids **shall** be submitted in a **sealed** envelope bearing on the outside the name of the Bidder, Bidder's license number, license expiration date, category, and address. Envelopes containing bids must be addressed as follows and mailed or hand-delivered to the **City Clerk's Office Attn. Paula G. Barlow, 101 West Main Street, Prattville, AL 36067. Re: Roofing of Whitney Bank Building Bid No. 024-001.** *(Note: It is recommended for all bids to be "Hand-Delivered" to the bid opening location prior to the 2:00 pm deadline. Mailed bids will not be guaranteed to reach the bid location. The City of Prattville will not assume any responsibility or liability for mailed bids which do not reach the bid opening location prior to the published deadline date / time.)*
2. **Bonds** – All bonds listed in the specifications **will be required** for this project. Bidders should utilize the bond forms included in the project specification manual.
3. **Project Coordination** – The awarded contractor will be required to work closely with City personnel to establish all staging and work areas around the building. This requirement may result in work schedule adjustments during the week, weekend work, night work, etc. depending on the availability of grounds for the staging of materials, equipment, etc.
4. **E-Verify** – Bidders should ensure the **E-Verify Affidavit** form provided in the Project Specifications is included in their Bid envelope.
5. **Construction Time** - The project construction time is listed in the "Work Summary" section of the specifications – (**90 Calendar Days**). Additional days may be added if inclement weather or the request for work stoppage is the cause for work delays. The contractor shall document all work stoppage, rain, and/or cold weather days throughout the project to ensure the proper credit for additional workdays.
6. **Sales Tax Exemption** - Contractors shall **not** include sales tax in their bids. The awarded contractor will be required to obtain a sales tax exemption for the project using the required Alabama Department of Revenue forms.
7. **Mechanical / Electrical Disconnect** – The contractor will be responsible for any mechanical and/or electrical disconnect / re-connect service of existing A/C and/or other roof top mechanical equipment (if necessary). The movement of roof top equipment shall also be the responsibility of the contractor. Any A/C and/or electrical disconnect work shall not exceed a 24-hour period and must be coordinated with City personnel prior to the disconnection of services. *(Note: Several mechanical units and associated ductwork have been noted on the Roof Plan Drawing for known disconnect, elevation, and re-connect services. Notwithstanding, the contractor shall ensure any additional mechanical / electrical services required to properly complete all roofing related work is included in their bid.)*
8. **New Wood Blocking** - The **contractor** will be responsible for the installation of all **new** wood blocking indicated on the project drawings as part of their base bid price. The Project Documents are not to scale and do not indicate the total width of new wood blocking required at any given location as these measurements may vary throughout the details.

9. **New Roof Slopes** – As noted on the Project Drawings, bidders shall include the installation of new tapered insulation (polyiso / EPS) at various roof areas to ensure proper drainage of the new roof system. (Note: All new tapered insulation shall begin with a 1/2" start thickness unless project conditions require additional start thicknesses at various locations.)
 - Roof Area A – New 1/8" Slope with 1/2" sloped crickets
 - Roof Area B – New 1/8" Slope with 1/2" sloped crickets
 - Roof Area C – New 1/8" Slope with 1/2" sloped crickets
 - Roof Area D – New 1/4" Slope with 1/2" sloped crickets
 - Roof Area E – 1/2" sloped crickets (Main Roof Slope provided by structure)
 - Roof Area F – New 1/8" slope with 1/2" sloped crickets
10. **Low Drive-Thru Area** – The Low Drive-Thru Roof area is not included as part of this project.
11. **Unit Priced Items** - The replacement of existing deteriorated materials noted as Unit Price items on the Bid Form shall be replaced as required throughout the project. The installing contractor shall document the replacement of all deteriorated materials with photographs and identify all areas on the roof plan for verification by the Owner and/or its Roof Consultant. (Note: Bidders shall include the specified amounts of deteriorated material replacement in the Base Bid as noted on the Bid Form.) Unit prices will be used to add or deduct to/from the contractors base bid depending on the amount of deteriorated materials replaced during the work.
12. **Protection of Owners Property** - The **contractor** will be responsible for protecting all grounds, sidewalks, pathways, parking lots, etc. around the buildings to help ensure against damage during the roofing process. Any damaged property shall be repaired immediately by the contractor at no cost to the owner.
13. **Portable Toilet** - The **contractor** shall place a portable toilet on the jobsite at an area approved by the Owner. The cost of the portable toilet shall be included in the contractor's base bid.
14. **Ground / Safety Personnel** - The **contractor** shall provide and maintain no less than one (1) full-time employee on the ground at all times during work activities and/or the movement of materials throughout the project. This employee shall be responsible for maintaining traffic flow, ensuring grounds are properly cleaned, and ground safety for all pedestrians and building employees during work hours.
15. **Overhead Protection** – The performance of work over any entrance to the building will require the contractor to provide overhead protection at the entrance area to protect employees or pedestrians from injury due to falling objects. The contractor will be required to erect any scaffolding, framing, etc. as necessary to achieve overhead protection at these locations which must be approved by City personnel.
16. **Roof Drains** – As discussed during the pre-bid meeting, all existing roof drains shall be properly sumped to ensure against ponding water conditions around the drains. Additionally, the installing contractor shall ensure all roof drains are open and properly draining at all roof areas **prior to the start of the project**. This work shall include any necessary clearing of drain lines. Any work required due to the discovery of unforeseen damaged / broken drain lines will be coordinated with the Owner on a case-by-case basis. The installing contractor shall also water test all drains upon the completion of the project to verify proper drainage. (See Project Specifications for additional details.)

17. **Scuppers / Overflow Scuppers** – Per the Project Drawings, the contractor shall install new 24-Gauge TPO / PVC coated thru-wall scupper inserts at all scuppers and/or overflow scuppers as indicated on the Roof Plans. (Note: The existing thru-wall openings shall be elevated or lowered as needed and enlarged to a size of no less than 8" tall X 12" wide.)
18. **PipeGuard Rooftop Pipe Supports** – As discussed during the pre-bid meeting, bidders shall include the installation of PipeGuard rooftop pipe supports under all electrical conduits and condensation lines throughout the roof. The PipeGuard product data information is attached to this Addendum.
19. **Additional Project Site Visits** – Bidders are welcome to revisit the project site prior to the bid date to obtain any necessary measurements and/or project information. The contractor shall notify Lee Carter with the City of Prattville to obtain roof / building access.

END OF ADDENDUM NO. 1