



PURCHASING DEPARTMENT
1772 County Services Parkway
Marietta, Georgia 30008-4012
(770) 528-8400/FAX (770) 528-1154

Rick Brun
DIRECTOR

ADDENDUM No. 1

Sealed Bid # 09-5390
Roof Replacements at Cobb County Government Services Centers
DATE: February 13, 2009

Page 1 of 4

The following addendum hereby amends and/or modifies the Proposal Documents and Specifications as issued for this project. All proposers are subject to the provisions of this Addendum.
Proposers shall acknowledge receipt of this addendum.

This Addendum consists of:

- **Minutes of the February 11, 2009 Pre-Bid Meeting**
- **Questions submitted in writing to date.**

Include this original form inside your proposal package when submitted.

If you have any questions concerning this addenda please contact: John Flood @ 770-528-8418

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids should be sent/delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008. Bids will be opened at 2:00 p.m. in the Cobb County Purchasing Department, 1772 County Services Parkway, Bid/Meeting Room, 2nd Floor, Marietta, GA 30008.

I acknowledge that I have received Addendum No. 1

Sealed Bid # 09-5390
Roof Replacements at Cobb County Government Services Centers

Company Name

Signature

Date Sent to Purchasing

Please Print Name

Please sign, date, and fax back this form ONLY to:
Fax #: 770-528-1154
Attn.: John Flood
Please call 770-528-8400 for questions regarding this addendum.

**CONSTRUCTION CONTRACT FOR
ROOF REPLACEMENTS AT COBB COUNTY GOVERNMENT CENTERS
SEALED BID #09-5390**

ADDENDUM #1 – Dated February 12, 2009

BIDDERS ACKNOWLEDGE RECEIPT OF ADDENDUMS BY INSERTING THEIR NUMBER AND DATE ON THE BID FORM. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION. ADDENDA FORM PART OF THE CONTRACT DOCUMENTS.

IN THE EVENT OF A CONFLICT BETWEEN THESE ADDENDUM # 1 ITEMS AND THOSE IN THE OTHER PARTS OF THE CONTRACT DOCUMENTS, ADDENDUM #1 ITEMS SHALL TAKE PRECEDENCE AND GOVERN.

This addendum consists of three pages, including the following:

Section I: Minutes of the pre-bid meeting held February 10, 2009

Section II: Answers to questions submitted following the pre-bid meeting

SECTION I - Pre-bid Meeting Minutes

Item #1: County Bidding Requirements

Mark Kohntopp of the Cobb County Purchasing Dept. outlined the general bid rules.

- Bids must be received at the Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, Ga. 30080 by 12:00 PM (Noon per Purchasing Dept. clock) on February 26, 2009. Late bids cannot be accepted regardless of cause.
- The bidder's submittal package must be clearly marked on the outside of the package with the bidder's name and clear identification of the envelope or package as a bid, since accidental opening would cause it to no longer be a sealed bid. A label is included in Bid Package for bidders use.
- Bidders shall submit an Original plus 3 copies of their bids (total 4). The original shall be clearly marked as such.
- A bid bond covering five percent (5%) of the base bid amount must be included, or the County cannot read or otherwise accept the bid. A certified or cashier's check can submitted be in lieu of the Bid Bond. In addition, the successful bidder will be required to provide Payment and Performance bonds as a condition of contracting.
- Bids will be opened and prices read at 2:00 p.m. on February 26, 2009 at Purchasing. You may attend the opening, watch on TV23, or on-line at www.cobbcounty.org. Bids will be available for inspection by appointment following the bid award.
- All questions are to be sent to the Purchasing Department no later than 5:00 PM on Tuesday, February 17, 2009. Questions may be submitted in writing to the address above, or may be faxed to 770-528-1154, or may be sent via email to Purchasing@cobbcounty.org. All submittals must include the bid number and bid title on the page with the questions.

NOTE: Only questions submitted in writing as provide above, and addressed in published bid Addenda, are official. Any and all other questions answered or information provided or inferred by County staff or consultants are unofficial.

ADDENDUM #1 – DATED FEBRUARY 12, 2009
SEALED BID 09-5390
ROOF REPLACEMENTS AT COBB COUNTY GOVERNMENT CENTERS
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- The Bid package in and all addenda will be posted to the Cobb County website, <http://purchasing.cobbcountyga.gov/>, under this bid number. It is the responsibility of interested vendors to obtain all addenda from the website and acknowledge receipt on the bid forms as required in the bid terms and conditions.

Item #2: Review of Bid Documents

Cobb County Property Management staff made comments about the bid. Staff present included Chuck Hunt, contract manager, Scott Barfield, project manager for this project, and Cecil Smith, Director, Maintenance and Operations Division. Also present was Paul Boyce, Paul Boyce and Associates, the roofing designer and project consultant.

County Staff provided the following notes in review of the Bid documents:

- Paul Boyce is the project consultant. Any references to consultant, architect, or engineer refer to Mr. Boyce. Scott Barfield will be the county's project manager. Mr. Boyce will serve as technical consultant. Both will oversee work. Mr. Boyce will approve work and payment applications on behalf of the County.
- Be advised that page 16 of the Bid, Evidence of Compliance with Georgia Security & Immigration Compliance Act, must be submitted with the vendor bids.
- Bid attachments were reviewed. Bidder shall submit Exhibits A and B with their bids. If a subcontractor is used, Exhibit A-1 should be completed by the sub-contractor and submitted with the bid. Bidders shall also complete known information on Exhibit C and submit with their bids.
- It was noted that the required Contract and Payment and Performance Bond forms are included for informational purposes. They are not to be submitted with the bid, but will be required of the winning bidder. It is expected bidders will accept the Contract as presented without changes. However, should any bidder want to propose any contract changes, those changes should be noted in the bidder's response.
- Bidders should be sure to note insurance requirements of the bid.
- Site visits should be arranged by notifying Scott Barfield at 770-528-2108.
- POST MEETING NOTE: Bidders should be sure to note the provision for Liquidated Damages. These can be found on page 18, item III under Special Terms and Conditions and on Schedule A to the sample Contractor Agreement.

Item #3 Comments by Paul Boyce:

1. Only deteriorated nailers are to be removed.
2. All of the roofs on the South Cobb (Austell) Governmental buildings are to be replaced.
3. Systems for the low slope portion of both Governmental buildings is to be fully adhered.
4. The area for set-up will be determined at the pre-application meeting. There will be adequate space provided for storing materials.
5. A full time foreman/superintendent is to be on the job at all times. This person is not to be installing roofing.
6. Membrane and insulation is to be removed and replaced. Existing system is fully adhered and if the membrane is removed, the facer will be torn off the insulation.
7. There may be some plywood deck that is deteriorated, which is another reason for the removal of the system.

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8. The EPDM roof on the East Cobb building is the only one being re-done at this site. The East Cobb building's shingles have been redone recently.
9. Ridge vent is to be installed on the South Cobb building.

Item #4: Questions and Answers in Pre-bid Meeting

Q: Are all EPDM areas on the current roof to be replaced at the East Cobb Gov. Bldg.? The roof drawing (page 72) does not show all the roof sections currently covered by EPDM.

A: Yes. The drawing scale prevented display of all areas. However, all areas are to be replaced.

Q: Where will staging areas be provided?

A: See Paul Boyce comment #4 above.

SECTION II - Vendor Questions and Owner Comments Following the Pre-Bid Meeting

Item #1 The following questions were submitted following the pre-bid meeting:

Q: Are we allowed to submit information on material alternates if so, is there a form we should submit it on?

A: Yes, alternate materials may be proposed as a bid alternate. If proposing alternate materials or methods, bidders should provide a bid on the work as specified in the bid documents and reflect this pricing on the Bid Form where provided (page 1 of 3). Any alternates, including any changes to pricing from the base bid, should be clearly described on the bidder's letterhead and included with their bid response.

Q: I viewed the plans and specs online and noticed that a bid bond along with a payment and performance bond was requested for this project by the successful bidder. My question is being that this project's dollar value is so small, will bonds still be required? Typically bonds are only required when a project has a certain dollar amount associated with it.

A: Yes, Payment and Performance bonds will be required of the winning bidder. Failure by the selected bidder(s) to provide bonds upon notice of contract award will constitute sufficient cause to reject a bidder's bid and hold the bidder in default, subject to loss of the bid bond. All costs of the required bonds should be included in the lump sum bid pricing.

Item #2 Owner Change to Specifications

Owner intends that the existing facia and gutters shall remain in place. Facia and gutters on both sites shall remain. All references to removal and disposal of facia and gutters are hereby struck from the specifications. Contractor shall ensure protection of these components and shall be responsible for repair to current condition should contractor caused damage occur.

END OF ADDENDUM #1