

#### INVITATION FOR BIDS (IFB) # 18-005

#### ROOF REPLACEMENT AT PALM LAKE VILLAGE APARTMENTS (25 BUILDINGS)

Pre-Bid Conference

March 19, 2018 at 3:00 p.m.

# Location: Palm Lake Village Community Center

### Pre-Bid Minutes

Attendees: Erin Ellis, Project Manager, Construction Services

 Jeff Heckman, PLV Maintenance Supervisor

Danielle Leishman, Contract Administrator

Heather Croucher, PLV Housing Manager

1. Ms. Ellis gave an overview of the project and reviewed the Scope of Work.
2. Ms. Leishman reviewed the bid requirements and the due date and time for the submission of Bids.
3. Attendees will be allowed until 12:00 p.m. on Friday, March 23, 2018 to submit additional questions in writing regarding the scope of work which will be answered in writing and distributed to all prospective bidders no later than 5:00 p.m. on the same date.

Please note the following:

**PCHA reserves the right to request additional information and/or submission of documents concerning any and/or all bids submitted. A request for additional information will be faxed to Offerors within 48 hours of the deadline established by PCHA for submission of additional information. Bidders are strongly encouraged to be prepared to respond.**

Bidders may contact the Pinellas County Housing Authority at (727) 443-7684, extension, #3025, if assistance is needed with the completion of required forms.

Attachments:

Questions and Answers

Addendum #1

**QUESTIONS AND ANSWERS**

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| --- | --- |
| **Q-1** | **What are the working hours?** |
| Q-2 | Monday through Friday, 8:00 a.m. to 5:00 p.m. Contractor may arrive on site prior to 8:00 a.m. to set up for the day, but no noise is to occur before 8:00 a.m. |
| **Q-2** | **Are permit fees to be included in bid amount?** |
| A-2 | Yes. Contractor will be responsible for obtaining permit so fees are to be included in the total bid proposal. |
| **Q-3** | **Can we come back later to take measurements?** |
| A-3 | Yes. Contact Jeff Heckman at 727-423-2551 to make arrangements. |
| **Q-4** | **Is the plywood allowance to be built into the bid?** |
| A-4 | Yes, include two (2) pieces of ¾” plywood per building in the total bid proposal and then provide a line item cost per sheet of plywood for change order purposes.  |
| **Q-5** | **Can you please confirm if roofs are to be dried in with fully adhered peel & stick at all areas as discussed at pre-bid?** |
| A-5 | Yes, refer to specifications in section 2.06 Shingle Underlayment Section “A” in the scope of work. |
| **Q-6** | **Section 2.11 Metal Flashing refers to remove and replace counter flashing at sidewall; do you also want the roof step flashing replaced?** |
| A-6 | Yes, the step flashing under the counter flashing should also be removed and replaced. The metal flashing shall be replaced with white. This is addressed in Addendum #1. |
| **Q-7** | **How old are the existing roofs?** |
| A-7 | The current roofs were installed in 2003. |
| **Q-8** | **Are these roofs to be completed?** |
| A-8 | There is a roof change to the list. This will be addressed in Addendum #1. |
| **Q-9** | **Are the gutters being replaced?** |
| A-9 | No, the gutters are to be removed and reinstalled. |
| **Q-10** | **Is the plywood attached to metal trusses?** |
| A-10 | Yes. Plywood must be screwed down to the trusses. |
| **Q-11** | **How are we to track weather days?** |
| A-11 | Print out weather reports from NOAA.gov and submit them to project manager at progress meetings for change order to extend the time for completion by the number of weather days. |
| **Q-12** | **What size is the fascia?** |
| A-12 | The fascia is not standard 2 x 8. It was cut from plywood. Any replacement sections are to match existing. Include ten (10) linear feet per building in total bid proposal and then provide line item pricing if more or less is needed. Will be clarified in Addendum #1. |
| **Q-13** | **May we increase the schedule from sixty-five (65) working days to eighty (80) working days?** |
| A-13 | Yes, the construction schedule will be increased to eighty (80) working days. |
| **Q-14** | **May contractor use outlets on buildings?** |
| A-14 | No, contractors must us generators to power all tools and equipment. |
| **Q-15** | **Are we permitted to install a portable toilet during the project?** |
| A-15 | Contractor/employees may use the restrooms in the maintenance shop. |
| **Q-16** | **What is the budget for this project?**  |
| A-16 | Our budget for the roof replacements is $200,000.00. The bid form includes deductive alternates in the event that the lowest, most responsible, most responsive bidder’s bid exceeds that, we will choose the alternates to deduct to get down to the budgeted amount. |