

#### INVITATION FOR BIDS (IFB) # 18-004

#### ROOF REPLACEMENT AT

#### CRYSTAL LAKES MANOR APARTMENTS (13 BUILDINGS)

Pre-Bid Conference

March 19, 2018 at 9:00 a.m.

# Location: Crystal Lakes Manor Community Center

### Pre-Bid Minutes

Attendees: Jennifer Bonilla, Property Manager

 Erin Ellis, Construction Services Project Manager

 Danielle Leishman, Contract Administrator

 Luis Perez-Rivera, Maintenance Supervisor

1. Ms. Ellis gave an overview of the scope of work.
2. Ms. Leishman reviewed the submission requirements.
3. Ms. Ellis and Mr. Perez-Rivera reviewed the staging area and safety requirements.
4. 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.

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

**QUESTIONS AND ANSWERS**

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| **Q-1** | **Will the contractor have parking access?** |
| A-1 | Yes. Property staff will send out notices in advance to residents notifying them of any parking areas that will be blocked off. |
| **Q-2** | **Is there allowance for dumpsters?** |
| A-2 | Yes, they can be placed in the back area of the buildings. |
| **Q-3** | **Is there a bid bond requirement?** |
| A-3 | Yes; 5% bid bond or acceptable method of bid assurance is required. |
| **Q-4** | **Are all of the buildings the same size?** |
| A-4 | Contractor shall field verify all building dimensions. They are not the same size. |
| **Q-5** | **When will the work begin? As soon as the contract is awarded?** |
| A-5 | Contractor must notify PCHA of start date at preconstruction meeting. PCHA must give tenants 48 hours’ notice prior to work commencement. We plan for this project to start mid-May. |
| **Q-6** | **Are the shingles to be dimensional or 3 Tab shingles?** |
| A-6 | Refer to 2.02: Timberline® HD Lifetime High Definition Shingles, by GAF®. Color: White-Energy Star Rated. (or approved equal) |
| **Q-7** | **Eliminate the metal water diverters?** |
| A-7 | Yes, remove the water diverters. |
| **Q-8** | **Section 3.02 Preparation says the plywood size is 4’x 8’x ¾”. Luis thinks the size may actually be 4’ x 8’ x 5/8”.**  |
| A-8 | Contractor to Field verify. For bidding assumptions use the greater cost item.  |
| **Q-9** | **If there are fire walls in the attic can we install one continuous ridge vent?**  |
| A-9 | Yes, please install one continuous ridge vent but do not cut sheathing vent slots over the fire rated walls. |