



ADDENDUM NO.2

PROPOSAL - #1533

H. Temple Spears Roof Replacement – 1515 Cypress Street

TO: All Plan Holders

FROM: Keith McCarthy, Program Manager
Louisville Metro Housing Authority
420 South 8th Street
Louisville, Kentucky 40203

DATE: November 24, 2020

The purpose of this Addendum is to clarify the requirements of the specifications and plans.

The bidders are governed by the information in this Addendum as if included in the specifications and plans.

The Addendum does hereby become a part of the Contract Documents.

Each bidder shall acknowledge receipt of this Addendum in the space provided in Section D – Form of Bid – page 7 of 7.

This Addendum consists of 10 pages (8.5” x 11”).

This Addendum is being made available to all online plan holders through Housing Agency Marketplace.

- **Minutes from Pre-Bid Meeting** - November 18, 2020 10:00 am via Zoom Meeting
- **Bid Opening** – December 1, 2020 10:00 am
Zoom Meeting I.D. – 941 2138 6334 - Passcode – 542783

PROJECT MANUAL CLARIFICATION

1. **SECTION D – FORM OF BID**
2. Submit the following UNIT PRICES on a separate page, with and at the end of FORM OF BID, Section D, page 7 of 7.

The unit prices shall include the furnishing of all labor and materials, cost of all items, and overhead and profit for the contractor, as well as any subcontractor involved.

UNIT PRICES

| | DESCRIPTION | UNIT OF MEASURE |
|----|---|-------------------------|
| 1. | Replace existing suction and liquid refrigerant lines with new Type-L copper lines, new refrigerant charge and ½" Armaflex, or equal, insulation. | Seventy-Five Feet (75') |
| 2. | Remove existing pipe curb and replace with similar pipe curb. | Each |
| 3. | Furnish and install one (1) GFI/WP receptacle, seventy-five feet (75') of wiring and conduit and connect to closest existing electrical panel. | Each |

2. TECHNICAL SPECIFICATIONS

a. SECTION 01 1000 -- SUMMARY

Paragraph 1.2.B. REVISE to read:

On-Site Work Hours: Limit work to normal business hours of 8:00 a.m. to 4:00 p.m., Monday through Friday. No overtime work will be allowed.

b. SECTION 07 0150.19 – PREPARATION FOR ROOFING

1). Paragraph 1.1.A.1. REVISE to read:

Remove existing gravel-surfaced coal-tar roofing in its entirety down to the vapor retarder. Inspect vapor retarder and repair it adhered to the existing concrete slab.

2). Paragraph 1.1.A.2. REVISE to read:

Flashing on the Modified bitumen section of roofing may remain if tight to the substrate and also if acceptable to the manufacture issuing the warranty over existing flashing.

a) If flashing on the modified bitumen sections of roofing are not tightly adhered or not approved by the manufacturer issuing the warranty, remove existing flashing.

b) Remove flashings and gutters of the gravel-surfaced, coal-tar bituminous roofs.

3). Paragraph 3.2.B. – DELETE

4). Paragraph 3.3.A. REVISE to read:

Modified Bitumen Roofing: Remove blisters, ridges, buckles, and other substrate irregularities from existing roofing that inhibit new recover boards from conforming to substrate.

5). Paragraph 3.3.A.1. – DELETE.

6). Paragraph 3.3.A.2. – DELETE.

7). Paragraph 3.3.A.3. – DELETE.

c. SECTION 07 5423 – THERMOPLASTIC POLYOLEFIN (TPO) ROOFING

1). Paragraph 1.1.A.2. – DELETE.

2). Paragraph 1.1.A.4. -DELETE.

3). Paragraph 1.7.A.– REVISE to read:

Provide manufacturer's 15-year watertight warranty, including flashing endorsement, with no dollar limit, and a 55-mph wind rating

4). Paragraph 2.2.A.2. – REVISE thickness to 60 mils fleece-back membrane.

5). Paragraph 2.3.B. – ADD the following sentence:

Provide additional flashing materials, as required, by roofing manufacturer to achieve the required warranty.

6). Paragraph 2.3.D. – REVISE to read:

Bonding Adhesive: Manufacturer's standard, low VOC.

7). Paragraph 2.3.E. – DELETE.

8). Paragraph 2.3.F. – DELETE.

- 9). Paragraph 2.4. – DELETE.
- 10). Paragraph 2.5.A. – REVISE ASTM to C 1289, Type II, Class 2, Grade 2 (20 psi).
- 11). Paragraph 2.5.A.2. REVISE to read:
Thickness: As required to achieve R-25 minimum at low point of roofs.
- 12). Paragraph 2.5.B.2. – REVISE thickness to minimum ½”.
- 13). Paragraph 2.6.A. – DELETE.
- 14). Paragraph 2.6.B. – ADD the following to sentence:
...or beads with spacing shown by manufacture to accomplish required wind approvals.
- 15). Paragraph 2.6.C. – DELETE.
- 16). Paragraph 3.1. – DELETE.
- 17). Paragraph 3.2.D. – ADD the following
Comply with manufacturer’s cold weather application guidelines/recommendations for cold weather roofing.
- 18). Paragraph 3.3. – DELETE.
- 19). Paragraph 3.4.C. – DELETE.
- 20). Paragraph 3.5. – DELETE.
- 21). Paragraph 3.6.E. – REVISE to read:
Bonding Adhesive: Apply low VOC bonding to both sides of membrane substrate and underside of roof membrane at rate required by manufacturer or approved two-part foam application with bead spacing no more than 4” apart in field, corners, and perimeters. Roll in with 150# segmented rollers.

B. DRAWINGS

1. SHEET A0.1 – ROOF PLAN

- a. ROOFING GENERAL NOTES:
REVISE Note #2 to read: Remove gravel surfaced BUR to vapor retarder and concrete slab and install new system.
- b. The section cut in the lower left-hand corner (Southwest), near the “repair damaged brick parapet” note should be 1/A8.1.
- c. DELETE Notes on “high roof” referring to “Cricket” installation.

2. Sheet A8.1 – ROOF DETAILS

- a. ADD Note #7: GENERAL CONCEPT:
Gravel surfaced roofs to be removed down to vapor retarder and concrete structure and be rebuilt with tapered insulation and TPO membrane roofing.
“White” roofs to be repaired and covered with TPO membrane roofing.
- b. Detail 1 Parapet Detail
Delete references to “¾” substrate board”, “tapered insulation”, and “7/16” cover board”.
- c. Detail 2 Parapet Detail
Delete references to “¾” substrate board”, “tapered insulation”, and “7/16” cover board”.
- d. Detail 3 Edge Detail
Delete references to “existing tapered insulation and BUR”, “¾” substrate board”, and “7/16” cover board”
Modify the wooden edge of roof to reflect the removal of existing roofing and insulation.
- e. Detail 4 Gutter Detail
Delete references to “7/16” cover board”. Detail in general applies to both gravel-surfaced roofs and “white roofs”. Modify accordingly.
- f. Detail 5 Edge Detail
Delete references to “existing tapered insulation and BUR”, and “¾” substrate board”.
- g. Detail 6 Scupper Section Detail
Delete references to “¾” substrate board”, and “tapered insulation and BUR”.
- i. Detail 8 TYP Wall Flashing Detail
Delete references to “7/16” cover board. Detail in general applies to both gravel-surfaced roofs and “white roofs”. Modify accordingly.

3. SHEET ME1.1 – ROOF PLAN – MECHANICAL & ELECTRICAL

KEY NOTES:

14. Where any existing refrigerant lines are removed and reinstalled, M.C. shall remove existing insulation and replace with new; equal to 1 inch thick “Armaflex” or equal insulation, insulation shall be installed and insulation joints sealed, per manufacturer’s installation recommendations.
15. Electrical Contractor shall remove existing wiring exposed on roof to existing condensing units. Contractor shall replace wiring with “Liquid Tight” or equal flexible, metallic conduit rated for outdoor installation. Contractor has option to replace wiring back to the source in the building or can install a new junction box in the ceiling of the floor below to connect to existing circuit. Contractor shall locate junction box in an accessible location and shall verify proper electrical operation once complete.



PRE-BID MEETING MINUTES

RE: H. Temple Spears Roof Replacement
Proposal No. 1533
Louisville Metro Housing Authority

DATE: 11/18/2020
10:00 a.m. local time

Present: Refer to attached Pre-Bid Meeting

On this date, a meeting was held at the Louisville Metro Housing Authority Purchasing Department to conduct a Pre-Bid Meeting for the above listed project. Following is a summarization of the items discussed.

Project Description: Installation of and not limited to:

- TPO Roofing
- Blocking, TPO Flashing and Cap Flashing
- Substrate Board
- Parapet Repair
- Rebuild roof tapers
- Gutters, Downspouts and splash blocks
- Reclaim refrigerant from rooftop HVAC units (to be reused)
- Ect.

1. Introduction

- a. Steve Webb, LMHA Purchasing, opened the meeting and informed all present the bid opening date and time is **December 1, 2020 at 10:00 a.m.** by the clock in the "Purchasing Department Conference Room" (where this meeting is taking place), and informed bidders have up to December 1, 2020 to submit sealed bids to 3223 South Seventh Street Road, Louisville, Kentucky 40216.

Bids are to be received in triplicate; one original and two copies.

- b. Mr. Webb introduced the project team:

- Mr. Keith McCarthy, LMHA
- Mr. Phil Reidinger, LMHA
- Mrs. Jill Schloemer, LMHA
- Dade Lockett, Lockett and Associates Architects

a. Clarifications and Addendum

- a. All items discussed today will become part of the Pre-Bid Meeting Minutes, which will be incorporated in Addendum No. 1.
- b. Last Addendum will be issued on **November 24, 2020**.
- c. Any questions regarding the solicitation procedures are to be directed to Keith McCarthy at mccarthy@lmha1.org , any questions regarding the technical documents are to be directed to Dade Lockett in writing, by **November 24, 2020 by 2:00 pm at dade@lockett.us** After this date and time, through the bid opening and bid award process, all communication must be directed to Mr. Webb at (502) 569-6693, or email webb@lmha1.org.
- d. Following the pre-bid meeting, there will be a site visit in which prospective bidders will have an opportunity to see the project site. (If Needed.)
- e. Site Visit - Thursday 11/19/2020 from 10:00 am to 12:00 pm

b. Contract Documents – Scope of Work

- a. This project consists of but is not limited to the following.
 - Remove existing gravel roof blocking and flashing
 - TPO Roof
 - Substrate board
 - Flashing
 - Parapet repair
 - HVAC removal, reclaiming refrigerant for future use
 - Gutters Downspouts
- b. A job site trailer is optional.
- c. Work hours are:
 - Exterior work: 8:00 am – 4:00 pm Monday through Friday. No overtime work will be allowed.
 - Interior work in common areas: : 8:00 am – 4:00 pm Monday through Friday. No overtime work will be allowed.
 - Interior work of the H.Temple Spears: During normal operation hours of the center, No overtime work will be allowed.
- d. General Contractor is responsible for weekly payroll reports, including their subcontractors. Payroll reports are to be submitted every (2) weeks to LMHA, Do not submit payrolls to the Architect.

- e. LMHA will not accept 1099, for General Contractor, or Subcontractor. There will be no contract labor.
- f. Contractor is responsible for permitting, coordinating with the utility companies, ect.
- g. Bid documents are available from Housing Agency Marketplace. Their website is as follows: https://ha.economicengine.com/requests.html?company_id=9038 or visit our website at: www.lmha1.org and follow the link under bid opportunities. There is no cost to receive plans/specifications from our agency.

Contract Documents – Bid Documents

- a. Both the “numerical” and “written” descriptions of the bid total must match. The Housing Authority will have to make a ruling on such a situation if it develops.
- b. The contractor is responsible to read, examine and understand all sections of the Project Manual.
- c. All bid proposals should be submitted in triplicate, using the “Official Bidding Documents”, which contain the following components:
 - **Section B** – “Form HUD 5369-A”
 - **Section D** – “Form of Bid”
 - **Section E** – “Supplemental Bid Information”
 - **Section M**– (pages 15 thru 22) “MBE Section”.
 - **5% Bid Bond must be submitted with the bid, and the Bonding Company must be an approved Bonding Company** (See HUD-5369 page 3 of 4 - #10. b for instructions on obtaining the list of accepted Bonding Companies).
- d. Prior to submitting the “Official Bidding” Documents” bidders are to verify that the inserted forms are for this project. Bidders are to confirm that all pages for all sections are included; if there is a missing page, immediately contact Keith McCarthy at (502) 569-4368.
- e. Instructions for submitting the bid proposal are included in Sections B, C, D, and E of the Project Manual (“Front End”).
- f. **Section C** – (Supplemental Instructions to Bidders):
 - Refer to items IV and XII to be determining being a responsive and responsible bidder.
 - Contractors are directed to pay special attention to page 7 regarding the 2-day “bid document submission procedure”. The apparent low bidder will be required to submit the “second day bid documents” by 2:00 pm the day after the bid opening date.

- g. **Section F** – (Form of Contract)
 - Will Only be submitted by the successful low bidder; however, it is highly recommended all prospective bidders read these sections.
- h. **Section G** – (Form of Material/Labor Payment Bond)
 - Will Only be submitted by the successful low bidder; however, it is highly recommended all prospective bidders read these sections.
- i. **Section H** – (Form of Performance Bond)
 - Will Only be submitted by the successful low bidder; however, it is highly recommended all prospective bidders read these sections.
 - Liquidated Damages will be **\$1,000.00** per calendar day.
- j. **Section I** – (General Conditions):
 - Suggest all Contractors read the General Conditions.
 - The definition of “sub-contractors” may be obtained in Section I, page 13, #37.
 - Contractors are encouraged to read numeral #39 regarding EEO and numeral #40 regarding Section 3 Program.
- k. **Section J** – (Supplemental General Conditions)
 - Carefully read all instructions.
 - All conditions of the project manual apply to the contractor and all sub-contractors.
 - Contractor and Subcontractor must have an Insurance Certificate, and must be kept for the duration of contract.
- l. **Section K** – (Federal Davis-Bacon General Wage Decision);

Jill Schloemer Discussed:

- The wage determination for the project is, as described in SECTION K.

- m. **Section L** – (Special Conditions):
 - Carefully examine all “Special Conditions”.
 - Project completion time is listed in this section.

Contract Documents – Section M

Mr. Reidinger discussed the following:

- a. Mr. Reidinger discussed the importance of complying with all requirements in SECTION M, starting compliance with Section M is mandatory for consideration of the contractors bid.

- b. Mr. Reidinger reviewed Section M; recommend all prospective bidders thoroughly read Section M completely and encouraged all potential bidders to call him with any questions regarding the intent of Section M, if not fully understood.
- c. Mr. Reidinger' s contact information is:
 - Office phone number: (502) 569-4922.
 - Office fax number: (502) 569-1348.
 - Mailing address: 420 S. 8th Street, Louisville, Kentucky 40203.
- d. Mr. Reidinger discussed MBE, FBE & DBE participation goals for this project. The Minority Business Enterprise (MBE) goals are 25%. The Female Business Enterprise (FBE) goals are 10% and Disability Business Enterprise (DBE) are.5%. Mr. Reidinger explained that any part or full “Waiver Request” must be sent to him prior to bid opening date and shall be made in compliance with Section M, Part I. H.
- e. **If a bidder does not intend to use sub-contractors on the project, the MBE, FBE and DBE Participation Goals do not apply.**
- f. If a bidder intended to use sub-contractors on the project, MBE, FBE, and DBE Participation Goals apply; and the bidder must list all proposed subcontractors in the space provided in the “Official Bid Documents” forms.
- g. **IN ORDER TO BE CONSIDERED RESPONSIVE**, a bidder must either meet the goals (if applicable) or provide evidence conclusively demonstrating that they made a strenuous, albeit unsuccessful, good faith effort to meet the goals. **Failure to aggressively respond to these requirements is grounds for rejection of bid as non-responsive. Waivers must be included with the bid.**
- h. If a bidder does not intend to use sub-contractors, state such.
- i. Bidders are responsible for making sure Demographics are correct for the employees list. If you are unsure, list all employees.
- j. Minorities must be certified and must provide a certificate that is in force and must be in force for the duration of the project.
- k. The deadline for requesting a “Waiver” for MBE, FBE, and DBE goals **will be in the 2nd Day submittals**, Example of a waiver is included in Section M. Be advised the bidder will not receive a response if the waiver is not submitted correctly. Separate waivers are required for each MBE, FBE or DBE goal.
- l. If a bidder requests a partial waiver, the percentage (%) of the waiver must be stated.

- m. Make sure all forms are legible and that forms do not contradict each other.

Bidders are reminded of important dates for the project:

- Deadline for submitting MBE, FBE, and DBE questions or waiver request to Mr. Reidinger is **Tuesday, November 24, 2020 by 2:00 pm.**
- Deadline for submitting questions regarding the solicitation procedures is **November 24, 2020 by 2:00 pm.** (E-mail or fax).
- Deadline for submitting questions regarding solicitation and technical specifications is **Tuesday November 24, 2020 by 2:00 pm.** (E-mail or fax)
- Bid opening date and time is **Tuesday, December 1, 2020 at 10:00 a.m.**

Meeting Comments

- Mr. McCarthy advised site visit would be Thursday 11/19/2020 from 10:00 am to 12:00 pm
- Mr. McCarthy explained that the first page of the “Official Bid Documents” was a checklist and gave exact page numbers to be turned in on day one for the contractors bid to be considered responsive and responsible.
- Mr. Reidinger explained that the second day paperwork, Section M and Section 3 is where most bids run into issues, advised contractors to call him if clarification is needed.

END OF MEETING MINUTES

END OF ADDENDUM

Respectfully,



*Keith McCarthy, Program Manager
Capital Improvements Department
Louisville Metro Housing Authority
420 S. Eighth Street
Louisville, Kentucky 40203*