West Virginia Community and Technical College System
West Virginia Northern Community College – Renovations at Weirton
and New Martinsville Campuses
M&G Project No. 18-053.1 and 18-053.2
Request for Bids No. 19019

ADDENDUM NO. 1
August 20, 2018

I. PRE-BID MEETING MINUTES - AUGUST 14, 2018, 10:00 AM and 1:30 PM:

General Discussion of the Project

The Work of the project is defined by the Contract Documents and consists of the following:

A. Work under this contract addresses renovations and upgrades to the existing Weirton and New Martinsville Campuses for West Virginia Northern Community College. Work under this contract includes but is not limited to:

1. Demolition
2. Architectural and Structural Components

B. Type of Contract:

1. Project will be constructed under a single prime contract.

C. Project Schedule:

1. Out to Bid ...........................................................................................................................................................................August 3, 2018
2. Mandatory Pre-Bid Meeting ........................................... 10:00 AM & 1:30 PM, August 14, 2018
3. Last Day for Substitution Requests ................................4:00 PM, August 17, 2018
4. Last Day for Contractor Questions ..................................4:00 PM, August 23, 2018
5. Bid Opening/Bid Review .................................................3:00 PM August 28, 2018
6. Substantial Completion ........................................... 238 Calendar Days From Notice to Proceed Date

Bidding Requirements

The following items shall be incorporated as a part of the Project Manual and Construction Drawings for this project and as such, shall be honored in your proposal.
A. Sealed proposals (one original) for the Renovations at WVNCC Weirton and New Martinsville campuses will be received by the Community and Technical College System of West Virginia, at 1018 Kanawha Boulevard East, Suite 700, Charleston, West Virginia 25301, until 3:00 PM local time on August 28, 2018, at which time and place all bids will be opened publicly and read aloud. After opening, the bids will be compared for quality, thoroughness, and cost by the Owner and M&G Architects & Engineers. Hard copies of bids are required at the above listed address. Electronic submissions are not acceptable. Reference AIA Document A701 and WV Supplementary Instructions to Bidders for AIA Document A701-1997 in the Project Manual.

B. Copies of the Bidding Documents will be available on or after August 3, 2018, at the office of the Architect, M&G Architects & Engineers, at the address noted below, upon payment of a deposit of $250.00 per hard copy set. The deposit will be refunded if the bidding documents are returned in good condition within ten days following receipt of bids. Electronic copies of the bidding documents are also available in pdf format for a non-refundable cost of $50.00. All bids must be submitted in accordance with the requirements listed in the bidding documents to be considered valid.

C. Owner: Community and Technical College System of West Virginia, Attention: Mr. Richard Donovan.

D. West Virginia Northern Community College contact for additional site visits: Tricia Marker. E-mail: pmarker@wvncc.edu ; Phone: (304) 830-2812

1. All additional site visits must be scheduled with the College’s contact.

E. All requests for clarification during bidding shall be submitted in writing via e-mail to: mg1@mgarc.com. The deadline for requests for clarification is 4:00 PM, August 23, 2018. No verbal response to requests for clarification will be given.

F. All requests for substitution during bidding shall be submitted in writing via email to: mg1@mgarc.com. The deadline for requests for substitution is 4:00 PM, August 17, 2018. Reference AIA A701, paragraph 3.3, Substitutions, for requirements of submission.

G. Bidders must follow exactly all the directions included in the Project Manual.

H. Bids must be submitted with the Form of Proposal completed and all related attachments included.

I. Liquidated damages of $500.00 per day will be applied if work is not substantially complete after 238 calendar days.

J. Contractor is responsible for all applicable taxes and fees, including the City of Weirton and City of New Martinsville Business and Occupation (B&O) Tax.

K. The authority having jurisdiction for this project is the West Virginia State Fire Marshal.
Alternates

A. Alternate No. 1: 90 mil EPDM roofing system in lieu of 60 mil system at Weirton Campus.

B. Alternate No. 2: 90 mil EPDM roofing system in lieu of 60 mil system at New Martinsville Campus.

C. Alternate No. 3: All window, lintel, and associated work at Weirton Campus.

D. Alternate No. 4: Aluminum coping system in lieu of reinstallation of existing at Weirton Campus.

Allowance

Allowance No. 1 – Unit Price Allowance for exterior sealant replacement at New Martinsville Campus. Include within the Base Bid an Allowance of $2,000.00.

Unit Prices

A. Replacement of miscellaneous exterior sealant joints at New Martinsville Campus.

Access to Site

A. Use of Site: Limit use of Project site to areas within the Contract limits indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.

1. Limits: Confine construction operations to contract limits.

2. Driveways, Walkways and Entrances: Keep driveways and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.

   a. Schedule deliveries to minimize use of driveways and entrances by construction operations.

   b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

3. Parking Lot at New Martinsville: The parking lot located closest to the building, on the east side, is owned by the City and is off limits during this Project.

General Discussion

A. Owner representative, Mr. Rich Donovan, reviewed key bidding requirements:

   1. The Invitation to Bid, Addenda and other relevant information concerning RFB 19019 will be posted at the following URL. It is the Bidder’s obligation to check this website for current information: https://wvhepc.org/purchasing/
2. Affidavits to be submitted with the Bid are Purchasing Affidavit and Drug-Free Workplace Conformance Affidavit. These affidavit forms are provided in the Project Manual.

3. Bidders shall use the Form of Proposal and bond forms provided in the Project Manual.

4. A five percent (5%) bid Bond shall be submitted with the Bid.

5. The successful Bidder shall provide a Performance Bond and a Labor and Material Payment Bond for 100% of the Contract Sum; and a 2-year Roof Maintenance Bond for the full value of each roofing system.

B. M&G reviewed the general aspects of the project scope of work.

C. Addendum #1 will be issued on or around August 17, 2018. Bidding contractors must acknowledge receipt of all addenda in writing via e-mail to: mg1@mgarc.com. Additionally, receipt of Addenda must be acknowledged on the Form of Proposal.

D. M&G reviewed all allowances that are required within the contract documents.

E. M&G reviewed all alternates that are required within the contract documents.

F. M&G reviewed all unit price requirements that are required within the contract documents.

G. M&G reminded bidders to review the project bonding requirements listed within the project manual.

H. Mr. Donovan noted that PSI has performed an asbestos inspection of both campus buildings and the report will be sent out by Addendum upon receipt. If the contractor discovers other elements during performance of the work that may be asbestos containing, they are to stop work immediately and notify the Architect.

I. Following the meeting discussion, all attendees walked through the project site to review the various items of work and at 1:30 PM the same day, a walk-through was conducted at the New Martinsville campus project site. Reference the attached sign-in sheets for related attendance at each.

End of Pre-Bid Meeting Minutes

II. CLARIFICATIONS:

General:

A. At New Martinsville site provide an approximately 3'-0" x 7'-0", 45-minute rated, solid core wood door to match existing at room with existing roof access ladder. Reuse existing hardware.

B. Clarify Alternate No. 3:
1. Alternate No. 3 to also include lintel repair work at exterior door at Room 112 - Receiving.

C. Refer to Specification Section 012100 - ALLOWANCES, Page 2, Paragraph 1.5.A. Revise to read as follows:

“A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by Architect under allowance and shall include sales or use taxes if applicable, freight, and delivery to Project site.”

D. Refer to Specification Section 012100 - ALLOWANCES, Page 2, Paragraph 1.5.B. Revise to read as follows:

“B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs (including Bonds and Insurance, and Business & Occupation Tax if applicable) related to products and materials ordered by Owner or selected by Architect under allowance shall be included as part of the Contract Sum and not part of the allowance.”

E. Refer to Specification Section 012100 - ALLOWANCES, Page 3, Paragraph 3.3. Revise to read as follows:

“A. Allowance No. 1: Unit-Cost Allowance: Include the sum of $2,000.00: Include replacement of existing sealant joints according to Section 079200 - JOINT SEALANTS.

1. This allowance includes material cost, receiving, handling, equipment cost, and installation.
2. Coordinate quantity allowance adjustment with corresponding unit-price requirements in Section 012200 - UNIT PRICES.”

F. Refer to Specification Section 048100 – UNIT MASONRY ASSEMBLIES, Page 3, Paragraph 2.2.A.9. Clarify: Tint brick mortar color to match existing at lintel repair areas.

G. Reference Weirton Sheets A1.0 – First Floor Plan, A1.1 – Second Floor Plan, A2.0 – Roof Plan, and A3.0 – Elevations. Add Keynote 14: “Patch and repair existing gyp. bd. partition walls at classrooms as required. Finish and paint all room walls. Alternate No. 3”

H. Reference attached sketches ADD01-SKA01 and ADD01-SKA02 for existing room numbers, as well as, patching and painting of gyp. bd. walls adjacent to the lintel work at the Weirton campus.

Questions:

A. Question: Is the wood blocking under the coping and gravel stop to be replaced?

Answer: Replace all wood blocking and provide gravel stop as indicated at New Martinsville.
B. Is the deck blocking shown actually required? Most roofing manufacturers do not require it.

Answer: Provide deck blocking if required by roofing manufacturer.

C. Spec Section 012100, Allowances, calls for Allowance No. 1 of $2,000. What is this allowance for?

Answer: The Unit Cost Allowance is for sealant and backing rod replacement work at New Martinsville.

D. Keynotes reference Alternate 2 – should be Alternate 3.

Answer: Revise Keynotes 2, 3, 4, 5, and 6 on Weirton Sheets A1.0 – First Floor Plan, A1.1 – Second Floor Plan, A2.0 – Roof Plan, and A3.0 – Elevations to read as follows:

   “2. REPLACEMENT WINDOW AND LINTEL - ALTERNATE NO. 3
   3. CLEAN, PAINT AND SEAL WINDOW LINTEL - ALTERNATE NO. 3
   4. REPAIR PLATE - SEE DETAIL C/A3.0 - ALTERNATE NO. 3
   5. TUCK POINT AND PAINT WALL - PROVIDE TEMPORARY PARTITIONS AND DUST BARRIERS FOR DUST AND DEBRIS CONTROL - ALTERNATE NO. 3
   6. CULTURED MARBLE WINDOW SILL BY LIPPERT CULTURED MARBLE OR APPROVED EQUAL. FINISH: CLASS B WITH GLOSS FINISH. COLOR FROM MANUFACTURER'S STANDARD LINE. 1" TYPICAL OVERHANG. INSTALL PER MANUFACTURER'S INSTRUCTIONS - ALTERNATE NO. 3”

Respectfully submitted,

M&G ARCHITECTS & ENGINEERS

[Signature]

Eric Matyskiela, PE
President

Attachments: Mandatory Pre-Bid Meeting Agenda
Pre-Bid Meeting Sign-in Sheets
Sketches ADD01-SKA01 and ADD01-SKA02
WVNCC Academic Calendar for 2018-2019

cc: All Attendees and Plan Holders
ACKNOWLEDGEMENT OF RECEIPT
OF ADDENDUM NO. 1
FOR
WEST VIRGINIA NORTHERN COMMUNITY COLLEGE
RENOVATIONS AT WEIRTON & NEW MARTINSVILLE CAMPUSES
REQUEST FOR BIDS NO. 19019

I, ________________________________________ of ____________________________ hereby

(name)                                           (company)

acknowledge that I have received a copy of Addendum No. 1 with all its attachments and understand that
my bid will not be honored unless this acknowledgement is returned to the Architect and I have noted receipt on the Proposal Form.

______________________________
(company name)

______________________________
(name)

______________________________
(date)

Upon receipt, fax or email this page to 304/242-8249 or mg1@mgarc.com
MANDATORY PRE-BID MEETING AGENDA
August 14, 2018 - 10:00 AM

Mandatory pre-bid meeting and walk-throughs:
- Mandatory pre-bid meeting and walk-through, Weirton Campus, 10:00 AM
- Mandatory walk-through, New Martinsville Campus, 1:30 PM

Welcome and Introduction of Personnel
- Architect & Engineer – Dan Grant, AIA, and Eric Matyskiela, PE, M&G Architects and Engineers
- Owner – Rich Donovan, Community and Technical College System of West Virginia (CTCS)
- College – Tricia Marker, West Virginia Northern Community College
  o Wheeling Campus – Peter Kozdros
  o New Martinsville Campus – Jack Midcap
- Mandatory at Pre-Bid – Bidders (Prime Contractors), subcontractors and material suppliers are encouraged to attend
- Document Requests - $250/set - $50/PDFs
- Discussions
  o Items to be submitted in or with Bid
    ▪ Acknowledgement of Addenda
    ▪ List of Proposed Subcontractors
    ▪ Contractor's License
    ▪ Purchasing Affidavit
    ▪ Drug-Free Workplace Conformance Affidavit
    ▪ 5% Bid Bond
  o Do not change Contract Documents
  o Electronic correspondence during bidding phase – M&G
  o RFIs
  o Requests for Substitutions
    – Instructions to Bidders 3.3
    – Section 01600 - Product Requirements 1.4
  o Hazardous Materials
  o Addenda
  o Bonds
  o Insurance Requirements
  o Vendor Registration & Disclosure Statement
  o Bids Due August 28, 2018, at 3:00 PM, at CTCS of WV, 1018 Kanawha Boulevard, East, Suite 700, Charleston, WV 25301

Scope of Work
- Removal of existing and installation of new roofs
- Repair / replacement of inferior decking materials
- Installation of tapered insulation
- Existing vs. new metal fascia and coping systems
- New metal counter wall flashing
- New roof drains
- Raised curbs
- Pipe roof supports
- Walkway pads
- Reinstall metal coping
- Painting of exposed items
- Lintels, windows and associated work, Weirton Campus
- Replacement of miscellaneous exterior sealant joint at New Martinsville Campus.

Allowances
- **No. 1** Unit Price Allowance for exterior sealant replacement at New Martinsville Campus. Include within the Base Bid an Allowance of $2,000.00.

Alternates
- **ALTERNATE NO. 1:** 90 mil EPDM roofing system in lieu of 60 mil system at Weirton Campus.
- **ALTERNATE NO. 2:** 90 mil EPDM roofing system in lieu of 60 mil system at New Martinsville Campus.
- **ALTERNATE NO. 3:** All window, lintel, and associated work at Weirton Campus.
- **ALTERNATE NO. 4:** Sheet metal coping system in lieu of reinstallation of existing coping at Weirton Campus.

Unit Prices
- **UNIT PRICE NO. 1:** Replacement of miscellaneous exterior sealant joints at New Martinsville Campus, per Linear Foot

Staging
- Building access / egress
- Mobilization and fencing
- Employee parking and staging

Taxes
- B&O Tax City of New Martinsville
- B&O Tax City of Weirton

Permits
- The authority having jurisdiction is the West Virginia State Fire Marshal

Warranty

Questions
PREBID MEETING SIGN-IN SHEET
West Virginia Northern Community College
Renovations at Weirton and New Martinsville Campuses
August 14, 2018, 10:00 AM

Business Name: Walters Constr
Business Address: 600 Fulton ST Wheeling, WV
Business Phone #: 304-233-1121 Fax #: 304-233-3585
Representative Name (printed): Dan Liver E-Mail Address: wc1@walters-construction.com
Check Appropriate Title: General Contractor ☑ Subcontractor ☐ Supplier ☐ Other-List:

Business Name: Grae-Con Const
Business Address: 880 Kingsdale Rd Steubenville, OH 43952
Business Phone #: 740-282-6830 Fax #: 740-282-6849
Representative Name (printed): John Nuppe E-Mail Address: JNuppe@GraeCon.com
Check Appropriate Title: General Contractor ☑ Subcontractor ☐ Supplier ☐ Other-List:

Business Name: NiF Mansuetto + Sons Fx
Business Address: 116 Wood Street Martins Ferry, OH 43935
Business Phone #: 740-633-7320 Fax #: 740-633-7322
Representative Name (printed): Mark Spears E-Mail Address: mark@mansuettocontracting.com
Check Appropriate Title: General Contractor ☑ Subcontractor ☐ Supplier ☐ Other-List:

Business Name: Colaianni Construction
Business Address: 8141 State Route 150 Dillonvale, Ohio 43917
Business Phone #: 740-769-2362 Fax #: 740-769-2069
Representative Name (printed): Jim Trinone E-Mail Address: JTrinone@yahoo.com
Check Appropriate Title: General Contractor ☑ Subcontractor ☐ Supplier ☐ Other-List:

Business Name: Kalikpath Roofing Sheet Metal
Business Address: 53 4th St, Wheeling, WV 26003
Business Phone #: 304-232-8540 Fax #: 304-232-8552
Representative Name (printed): Derek Rothermund E-Mail Address: estimatingwv@krsm.net
Check Appropriate Title: General Contractor ☐ Subcontractor ☑ Supplier ☐ Other-List:

Business Name: American Plate Glass
Business Address: 75 Heiskell Ave, Wheeling, WV 26003
Business Phone #: 304-242-7800 Fax #: 304-242-3896
Representative Name (printed): Paul Cameron E-Mail Address: cameronapge@comcast.net
Check Appropriate Title: General Contractor ☐ Subcontractor ☑ Supplier ☐ Other-List:
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<th>Business Name</th>
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<th>General Contractor</th>
<th>Other-List:</th>
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<td>Business Address</td>
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<td>E-Mail Address</td>
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<tr>
<td>Niif. Mansuetto &amp; Sons Inc.</td>
<td>116 Wood Street, Martins Ferry, OH 43935</td>
<td>740-633-7320</td>
<td>740-633-7322</td>
</tr>
<tr>
<td>Keyleworth Roofing &amp; Sheet Metal</td>
<td>53 14th Street, Wheeling, WV 26003</td>
<td>304-232-8540</td>
<td>304-232-8552</td>
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<tr>
<td>MFG</td>
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<tr>
<td>GIS of WV</td>
<td>1018 Kanawha Blvd, E Suite 700, Charleston, WV 25301</td>
<td>681-313-2212</td>
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<tr>
<th>Check Appropriate Title: General Contractor</th>
<th>Subcontractor</th>
<th>Supplier</th>
<th>Other-List:</th>
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</table>
WVNCC | West Virginia Northern Community College

2018-2019 Academic Calendar

Fall 2018

Registration Begins (1 p.m.)
Full Semester Classes Begin
Holiday (Labor Day)
Mid-term

Tuesday, April 10
Monday, Aug. 27
Saturday-Monday, Sept. 1-3
Wednesday, Oct. 10

(Mid-term grades for full-term courses are posted on Northern on the Web)

Last Day to drop/Withdrawal from College
Holiday (Thanksgiving) Break
Classes End
Grades Due (noon)
Winter Break. (College Closed)

Friday, Nov 16
Wednesday-Sunday, Nov. 21-25
Friday, Dec. 14
Monday, Dec. 17
Saturday-Tuesday, Dec. 22, 2018 - Jan. 1, 2019

Spring 2019

Registration Begins (1 p.m.)
Full Semester Classes Begin
Holiday (Martin Luther King, Jr. Day)
Mid-term

Tuesday, Nov. 13, 2018
Monday, Jan. 14
Monday, Jan. 21
Wednesday, March 6

(Mid-term grades for full-term courses are posted on Northern on the Web)

Spring Break
Last Day to drop/withdrawal from College
Classes End
Commencement
Grades Due (Noon)

Sunday-Friday, March 17-22
Friday, April 26
Friday, May 10
Friday, May 10
Monday, May 13

Summer 2019

Registration Begins (1 p.m.)
Full Semester Classes Begin
Holiday (Memorial Day)
Holiday (Independence Day Observed)

Tuesday, Nov. 13, 2018
Monday, May 20
Monday, May 27
Thursday, July 4
Last Day to drop/withdrawal from College: Thursday, Aug 1
Classes End: Thursday, Aug 8