November 20, 2015

ADDENDUM 1

TO WHOM IT MAY CONCERN

Reference: Request for Proposal #735-16-8147 Roof Repairs

A pre-bid meeting was held on November 19, 2015 on the above referenced project. Below meeting minutes that was addressed in the meeting.

- Bidders should regularly check the MSU website for updates to the bid package.
- Questions are to be submitted to Steve Shelley.
- Answers are NOT official unless presented in writing.
- Follow up visits will be allowed on November 20, 23, 24, 30 and Dec 1, 2 and 3. Visits must be coordinated 24 hours in advance with Dave Percy, (940-232-7288)
- December 3: Final day for submitting questions and requests for alternate approval
- December 8: All questions and alternate requests will be answered
- 200 mile bidder limit is removed.
- E-Verify or bidders method for background checks is required.
- The work associated with D.L. Ligon Coliseum (pages R1.10 and R1.11) is removed from the bid package.
- The small roof section in the northwest corner of Clark Student Center is TPO. (Note, the north arrow on the page should be pointing to the top of the page.)
- Alternative repair procedures can be submitted for consideration.
- A bid will NOT be eliminated due to stating a completion date later than March 11.
- The bidder should base his schedule on the typical number of days with acceptable working conditions that occur during the time frame of his schedule.
- Saturday work is allowed. Sunday work should not be included in the bidder’s schedule. (Sunday work might be allowed as needed to take advantage of weather conditions or to avoid academic conflicts.)
- There will not be any pay adjustments for Saturday and Sunday work.
- The following buildings may have work restrictions due to academic activities: 2, 11, 23, 29, 53
- The week of March 21 is Spring Break for the campus and is an ideal time for working on academic buildings.
- The sign in sheet will be posted to the web site.
Payments

- Can bill up to 90% less 5% retainage prior to Substantial Completion Inspection (net 85.5%)
- Can bill up to 95% less 5% retainage after Substantial Completion Inspection (net 90.25%) - if punch list is not extensive
- Can bill 100% less 5% retainage after punch list is completed
- 5% retainage until entire project is completed.

Miscellaneous

- Precautions must be taken to prevent entry of fumes into buildings.
- Equipment (exhaust fans, HVAC units, etc.) must remain operational during work.
- Contractor is responsible for the repair of any clay tiles he breaks. (Tile was just recently repaired so new breakage will be obvious.)
- Completed roofs must allow access to repair and replace equipment without damaging the roof, (i.e. don’t foam over mounting bolts)

Thank You.

[Signature]

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