



May 26, 2021

**SUBJECT: ADDENDUM #1 – Bid #21-08 Rosewood Arts Center Renovation**

This addendum is intended to supplement, clarify, or correct a part of the original specifications for the above referenced bid. It shall become a binding part of the contract documents and shall be taken into account in preparing bid proposals.

**Attachments:**

1. Pre-Bid Meeting Notes
2. Revised Proposal Pages i-ii

**ITEM 1: The last day for questions AND the bid opening date have been extended as follows:**

1. All questions must be submitted in writing no later than June 3, 2021 at 5:00pm via email to Will Kaly at: [WKaly@lwcinspires.com](mailto:WKaly@lwcinspires.com) No verbal answers will be given.
2. Sealed bids will be received **on or before June 17, 2021 at 1:30 pm**, in the Finance Department, Office of the Purchasing Manager, Government Center, located at 3600 Shroyer Road.

**ITEM 2: Revised Proposal Pages** - replace existing pages i-ii with the attached revised proposal pages.

**ITEM 3: CLARIFICATIONS:**

1. The project is not a LEED project.
2. Any construction staking or field survey services shall be included in the Bid.
3. Third party construction testing and inspections shall be contracted by the Owner. The Contractor shall coordinate inspections with the Owner and the contracted testing agency as required.
4. The Building Permit review is underway. The Building Permit and any other required permits shall be paid by the Contractor.
5. Question: Are there any badging or security standards that must be followed as part of the project?
  - a. Answer: No.
6. Question: What is the depth of the existing metal deck? We need that in order to bid any replacement or infill deck.
  - a. Answer: The original building drawings will be made available to bidders. Portions of the existing building have exposed deck visible for field verification if necessary. Coordinate a site visit per the requirements outlined during the pre-bid meeting.
7. Question: We need the existing insulation type & thickness for square foot replacement cost. Is there an intent to Infrared the roof to determine wet areas?
  - a. Answer: The original building drawings will be made available to bidders. The City also has core information on file and will share with the bidders as part of this Addendum. A thermal scan of the building was completed and used to develop the scope of insulation removal outlined in the Documents. Unit Pricing for additional insulation removal and replacement shall govern work outside of the scope shown on the Drawings.

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8. Question: Per you plans roof area note on O.AD102 Remove ballast. We only vac the roof of loose ballast & overlay. You are not wanting ballast stuck in the asphalt type removed?
  - a. Answer: All loose ballast shall be removed as noted. Ballast that is rigidly bound into the existing roof surface may remain IF permitted by the new roof system manufacturer and final roof installation shall meet all warranty requirements outlined in the Documents.
9. Question: What protective measures are required over the existing roof systems?
  - a. Answer: The Contractor shall refer to Specification Section 070150.19 Preparation for Reroofing for requirements to protect existing building systems to remain. Other Specification Sections may also contain requirements that pertain to this situation and are also applicable.

**ITEM 4: SPECIFICATIONS:**

1. Phase 0 – Section 070150.19 PREPARATION FOR REROOFING
  - a. Part 3, Section 3.2 Paragraph G. DELETE item #2. A color thermographic scan of the existing roof was completed by the Owner prior to bidding. Additional moisture testing requirements of existing construction identified to remain still apply.
2. Phase 0 – Section 070150.19 PREPARATION FOR REROOFING
  - a. Part 3, Section 3.5 Paragraph B. DELETE items #1, #2 and #3 and replace with the following “Provide and install temporary roofing materials as required to maintain the integrity of the roof envelope during reroofing operations. Contractor shall submit detailed information on the proposed temporary roofing assembly for Owner’s review and approval, prior to installation.”
3. Phase 0 - Section 099726 SILICATE COATINGS
  - a. Part 2, Section 2.2, Paragraph B. ADD item #2 as follows: “Top coat color shall match color selection provided by Owner. Provide custom match as required.”

**ITEM 5: DRAWINGS:**

1. Phase 0 - Drawing 0.A102 OVERALL ROOF PLAN
  - a. DELETE Sheet Note #15. It is not used. (sheet not re-issued)

**Please acknowledge receipt of this addendum by your signature on page ii of the proposal form, failure to do so may disqualify the Contractor.**

**END OF ADDENDUM # 1**



**Pre-Bid Notes**  
**BID #21-08 Rosewood Arts Center**  
**May 20, 2021 at 1:00pm**

- I. Sign-in and Introductions** **Estelle Gibson, City of Kettering**
- II. Rosewood Operational Overview** **Shayna McConville, City of Kettering**
- III. Project Overview/Description** **Rob Baker, City of Kettering**
- a. 4 Phases, Estimated Timeline of Phases
    - i. Phase 0 & Phase 1 - begin Construction in Aug, 2021
    - ii. Phase 2 - begin Construction in March 2022
    - iii. Phase 3 - begin Construction in March 2023
  - b. Project Budget - \$1.6-\$1.8M
- IV. Bid/Contractual Requirements** **Estelle Gibson, City of Kettering**
- a. Mandatory Pre-Bid-only those companies that sign-in and purchase a bid set can submit a bid. this is a single-prime contract that could be awarded in two (2) separate single prime contracts
  - b. Bids are due June 10, 2021 at 1:30pm (*Extended per Addendum #1 to June 17, 2021 at 1:30 pm*)**
    - i. Submit bids to: City of Kettering Finance Department, Kettering Government Center, South Building, 3600 Shroyer Road.
    - ii. Masks or face coverings are required at all times while in the Kettering Government Center. If you don't have a mask, one will be provided.
    - iii. Please remain in your vehicle in the parking lot until you are ready to drop off your bids. Once you drop off your bids, if you are attending the bid opening, please return to your vehicle in the parking lot until the time of the bid opening.
    - iv. Bid Submission Forms – i through vi
  - c. Bonding
    - i. 5% Bid Bond- submit with bid-for the base bid plus add alternates
    - ii. 100% Performance Bond – submit after award notification
  - d. Prevailing Wages-Ohio Prevailing Wage rates apply
  - e. Addendums
    - i. Addendums will be posted online at [domiconeplanroom.com](http://domiconeplanroom.com) and will be sent to all planholders
  - f. **Substitutions- Last day for substitutions – No substitution requests will be accepted after May 26, 2021 at 5:00pm.** Please use the form included in the bid package (Attachment B). submit all substitutions in writing via email to Will Kaly at: [WKaly@lwcinspires.com](mailto:WKaly@lwcinspires.com)

**Pre-Bid Agenda  
BID #21-08 Rosewood Arts Center  
May 20, 2021 at 1:00pm**

- g. Questions
  - i. **Last day for questions – No questions will be accepted after May 27, 2021 at 5:00pm  
(Extended per Addendum #1 to June 3, 2021 at 5:00pm)**
  - ii. Questions –submit all questions in writing via email to Will Kaly at:  
[WKaly@lwcinspires.com](mailto:WKaly@lwcinspires.com) No verbal answers will be given.
- h. Documents are viewable online and available for a non-refundable \$325 plus tax; shipping and handling charges apply if plans are not picked up in person.  
**Domicone Printing, 854 Kauffman Avenue, Fairborn, Ohio 45324,  
<https://www.domiconeplanroom.com>, (937) 878-3080.**
- i. Permits – Contractor is responsible to secure and pay for all permits
  - i. There will be 2 permits issued – for exterior and interior
  - ii. Permit costs can be found on the City’s website at:  
<http://www.ketteringoh.org/departments/planning-development/building-zoning/permit-forms-fees/>
- j. Pre-Bid attendance sheet – will be posted online at [domiconeplanroom.com](http://domiconeplanroom.com) under the addenda tab

**V. Technical Specification and Drawings Review**

**LWC, City Staff**

- a. Alternates and Unit Prices
  - i. Contractors are asked to pay particular attention to both Alternates and Unit Prices outlined in the Project Manuals for each Phase. These items are included in the Project to give the Owner flexibility in maximizing the available funds and also to help address any unforeseen items that come up during construction.
- b. Review of Phase 0 plans
  - i. This phase is focused on creating a weathertight envelope for the building. Scope includes work on the roof, exterior masonry cladding and aluminum windows and entrances. The front entrance will also be moved from its current location to an area that is more appropriate for ADA access and that will also better support the proposed interior renovations. A new electrical service is also to be installed as part of this phase.
- c. Review of Phase 1 plans
  - i. This phase is the first of three planned interior renovations that will reorganize the programs within the building to enhance operations and services to the community. Phase 1 includes updating the entrance lobby, Gallery and support areas, administrative areas and restroom facilities.

**Pre-Bid Agenda  
BID #21-08 Rosewood Arts Center  
May 20, 2021 at 1:00pm**

**VI. Construction Management**

**City Staff, LWC**

- a. Building will be occupied during construction
- b. Site Management
  - i. Contractor Parking – Designated within the Construction Drawings, North Lot
  - ii. Lay Down Yard – Designated within the Construction Drawings, North Lot
  - iii. Dumpster – Designated within the Construction Drawings, Northwest corner, existing main lot.
- c. Utility Disruption Coordination – Coordinate with the City Representative with proper notice prior to any disruption.
- d. Weekly meetings – Weekly Construction Meetings will be held in the job trailer for the duration of the construction
- e. Procore submittal software – Provide ProCore services for the duration of Phases O & 1. Meeting minutes, drawing changes, and submittals will be tracked through this software.
- f. Asbestos Information will be available on the online planroom under the “specs” tab
- g. Original Plans will be available on the online planroom under the “plans” tab

**VII. Questions**

**City Staff, LWC**

**VIII. Building Tour**

**City Staff, LWC**

Future walk-throughs will occur by appointment – contact Rob Baker at 937-296-2475 to schedule

**CITY OF KETTERING, OHIO**  
**PROPOSAL**

**ROSEWOOD ARTS CENTER RENOVATION**  
**BID SPECIFICATION NO. 21-08**

TO THE CITY OF KETTERING, OHIO: **Due Date: June 17, 2021 at 1:30pm**

**BIDDER:** \_\_\_\_\_

The undersigned bidder, having full knowledge of the requirements of the City of Kettering for the below listed items and the contract documents (which includes the Invitation to Bid - Specification No. 21-08 and all attachments, Addenda, if any, this proposal, Contract,) agrees to sell and deliver to the City of Kettering the below listed item(s), complete in every respect and in strict accordance with the contract documents, at the price and in the time period specified below.

Please submit **1 copy** of this proposal and all required forms and mark the outside of the bid envelope – Bid #21-08 Rosewood Arts Center Renovation, along with the bidder's name and address.

**Please note: Bidders can bid on either the Exterior or Interior Phase or both**

**BASE BID – EXTERIOR PHASE**

\$ \_\_\_\_\_

**Alternates:**

Alternate 1: Buff brick veneer cleaning Add/Deduct \$ \_\_\_\_\_  
(circle one)

Alternate 2: Operable vent windows Add/Deduct \$ \_\_\_\_\_  
(circle one)

Alternate 3: 30 year TPO roof warranty Add/Deduct \$ \_\_\_\_\_  
(circle one)

**Unit Prices- Exterior Phase:**

- Unit Price 1: Existing Roof Insulation Replacement \$ \_\_\_\_\_ per SF
- Unit Price 2: Replacement of existing metal roof deck \$ \_\_\_\_\_ per SF
- Unit Price 3: Brick veneer removal and replacement \$ \_\_\_\_\_ per 12 bricks
- Unit Price 4: Mortar repair and pointing \$ \_\_\_\_\_ per 20 LF
- Unit Price 5: Sealant replacement \$ \_\_\_\_\_ per 20 LF
- Unit Price 6: Installation of weeps \$ \_\_\_\_\_ per 20 LF
- Unit Price 7: Operable Doors in New Storefront \$ \_\_\_\_\_ per EA

**BASE BID – INTERIOR PHASE 1**

\$ \_\_\_\_\_

**Unit Prices- Interior Phase 1:**

- Unit Price 1: Install Gallery Wall Treatment \$ \_\_\_\_\_ per LF
- Unit Price 2: Remove Existing Chalkboard/Tackboard and Refinish Wall \$ \_\_\_\_\_ per EA
- Unit Price 3: Install Tackable Wall Finish Panels to Existing Wall Area \$ \_\_\_\_\_ per LF

**PROCORE SUBMITTAL SOFTWARE**

\$ \_\_\_\_\_

**OVERHEAD AND PROFIT % ON CHANGE ORDERS** - per General Conditions Section 7.1.5:

General Contractor Fee on Change Orders: O/H % \_\_\_\_\_ Profit % \_\_\_\_\_

**Earliest Start Date: August 9, 2021**

**# OF CALENDAR DAYS FOR COMPLETION:** \_\_\_\_\_

**CITY OF KETTERING, OHIO  
 BID NO. 21-08 ROSEWOOD ART CENTER RENOVATION**

\_\_\_\_\_  
 BIDDER (Company)

\_\_\_\_\_  
 BY (Signature)

\_\_\_\_\_  
 STREET ADDRESS

\_\_\_\_\_  
 NAME (Please Print)

\_\_\_\_\_  
 CITY, STATE, ZIP CODE

\_\_\_\_\_  
 TITLE

\_\_\_\_\_  
 TELEPHONE/FAX

\_\_\_\_\_  
 DATE

The bidder acknowledges, by signature above, receipt of addendum Nos. \_\_\_\_\_ through \_\_\_\_\_.

**Contact Person:** Please provide the following information for the individual you would like us to contact regarding contract award:

Name	Title/Position	Phone/Fax	Email
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Please provide a list of references for projects with similar scope and content that your company has completed.

COMPANY	CONTACT	ADDRESS	TELEPHONE/FAX NUMBER
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COMPANY	CONTACT	ADDRESS	TELEPHONE/FAX NUMBER
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