

REI ENGINEERS

704 CROMWELL DRIVE, SUITE A, GREENVILLE, NC 27858

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Firm Registration No. C-1520



PREBID MEETING

Greenville Utilities Engineering Building

Roof Replacement

REI PROJECT NO. 15GVL-018

Date: November 10, 2015

PREBID AGENDA:

Sign-in Sheet (Pre-bid Attendees list attached)

The Project Manager for Greenville Utilities Commission is Greg Roberson

The Project Manager for REI is Stuart Driscoll.

Bid Date and Time: **November 24, 2015 at 2:00 PM.** Greenville Utilities, 401 S. Greene Street, Greenville, NC 27834.

Bid documents:

Proposal & Contract – Please include Affidavit A or B with Proposal

Note: Provide Bid Bond. Payment & Performance Bonds are not required.

The date for work to start will be established by the Notice to Proceed

The work is scheduled to be substantial completed within 75 days of Notice to Proceed.

Substantial completion liquidated damages are \$100.00/day. Final completion liquidated damages are \$100.00/day.

It is important to become familiar with the general and the supplementary general conditions of the contract.

The site is a “No Smoking” site.

Toilet Facilities and Utilities will be provided by the contractor.

The contractor will be responsible for project related safety, fire prevention and fire control.

Summary of Work

- A. This work includes the provision of all labor, material, equipment, supervision and administration to integrate the work outlined in this project manual into the total building system such that no leakage into the system occurs. In general, the scope of work in the **Base Bid (Sectors A&B)** will include:

ROOFING, WATERPROOFING AND BUILDING ENVELOPE ENGINEERS AND CONSULTANTS

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Roof Sector A (Approximately 11,858 square feet):

- Remove and dispose of the existing roof system including flashings and sheet metal down to the existing structural deck.
- Remove abandoned curbs as shown on drawings. Demo skylights and fan units as shown on drawings.
- Make deck repairs where roof top structures are removed.
- Support or otherwise repair interior acoustical ceiling tiles as shown on drawings.
- Add wood blocking at perimeter edge and plywood/cover board at parapet walls to provide clean surfaces for flashings.
- Gang fasten two layers of 1.5” Polyiso insulation with gypsum cover board as shown on drawing details.
- Monitor interior below deck conduits to prevent damage from insulation fastening.
- Install mechanically fastened 60 mil TPO roof membrane with flashings and terminations as shown on drawings.
- Install any detailed overflow drainage as shown on drawings. Extend rear overflow drain pipe beyond the most exterior metal wall panel over back walkway. Do not discharge on sidewalk.
- Install sheet metal flashings and accessories as shown on drawings.
- Provide Contractor 2-Year and Manufacturer 20-Year Warranties.

Roof Sector B (Approximately 1,024 square feet)

1. Clean, prime and paint existing 12” R-panel roof panels in accordance with Specification Section 09 91 13.



Questions/Issues/Discussion

- If hand delivering bid, please be sure to sign in at the receptionist desk guest register to ensure documentation that you delivered a bid.
- If hand delivering a bid on bid day, please ensure that you arrive prior to the 2:00 pm cut off time.
- Bonding: Please provide a bid bond. Payment and or Performance Bonds will not be required.
- Contractors shall bring their own power for the project.
- The Owner will be responsible for temporary relocation of roof top communication equipment.
- RFI's cutoff date is November 18th at 2:00 pm.
- Addendum #1 will be issued on November 19th before 2:00 pm.
- Second walkthrough for subcontractors will be Thursday the 12th at 9:30 a.m.
- Please notify Greg Roberson with GUC if you will attend.
- Extend back overflow drain to discharge through the outside metal panel wall over sidewalk, not through masonry wall at back of building.
- Laydown area will be on the North West side of the building in the parking lot.
- Available working hours are 7:00 a.m. till dark.



PRE-CONSTRUCTION MEETING SIGN-IN
OWNER: GUC
PROJECT: Engineering Building Roof Replacement

DATE: 11/10/2015

Name	Company	Phone No.	Email
Greg Roberson	GUC	252-329-2156	robersng@guc.com
Brady Knowles	Owens Roofing	252-799-6010	brady@owensroofinginc.com
Joey Tillman	Triad Roofing Co.	336-345-1070	joey@triadroofing.com
Robert Tetterton	Curtis Construction	252-523-1078	robert@curtiscc.com
Andy Luce	Hamlin Roofing	919-772-8780	aluce@hamlincos.com
Cleve Haddock	GUC	252-551-1533	haddocgc@guc.com
Kevin Burch	REI Engineers	252-916-0067	kburch@reiengineers.com

