



**IFB NO. 500640-FY18-14  
ROOF REPLACEMENT AT WATER POLLUTION CONTROL FACILITY**

**ADDENDUM NO. 1**

**SEPTEMBER 14, 2017**

**Item No. 1: Mandatory Pre-Bid Meeting Attendee Sign In-Sheet is attached.**

**Item No. 2: Pre-Bid Meeting Contract Overview by Town's Chief Procurement Officer**

The Town's Chief Procurement Officer outlined the following:

- All information regarding this project can be found on the Town's Bid Board:  
<http://www.leesburgva.gov/bidboard>
- The Town will send courtesy emails, such as addenda, to those registered to receive updates
- Question deadline is 5:00 p.m. on Wednesday, September 13, 2017
- Until contract award, all questions must be submitted in writing to [oandrew@leesburgva.gov](mailto:oandrew@leesburgva.gov)
- Unless modified via addendum, bids are due Wednesday, September 20, 2017 @ 3:00 p.m., no late bids will be accepted
- Bids may be emailed to [oandrew@leesburgva.gov](mailto:oandrew@leesburgva.gov), mailed or hand-delivered to the First Floor receptionist located in Town Hall, Town of Leesburg, 25 W. Market Street, Leesburg, VA 20176
- Bid Response Forms can be found on Pages 7 – 9 of the RFQ

**Item No. 3: Pre-Bid Meeting Scope of Work Discussion**

Town Staff described the scope of work as listed in the advertisement:

- Scope is as listed in the advertisement:
  - The project includes removal of the existing 50' x 103'- 6" fiberglass stone roofing and replacement with a Single Ply TPO membrane roofing (or EPDM membrane roofing) at the Water Pollution Control Facility, including all incidentals related thereto.

**Questions and Answers:**

**Question 1:** Will the EPDM and TPO manufacturer be our choice for this project? I want to confirm that we can choose a manufacturer.

**Answer 1:** **No. The authorized manufacturer is Carlisle SynTec.**

**Question 2:** Will Leesburg require a certain mil thickness on the material?

**Answer 2:** **Yes. For EPDM, 60 Mil. For TPO, 100 Mil.**

**Question 3:** Have test cuts been done?

**Answer 3:** **No.**

**Question 4:** Are we positive there is only one roof on the building?

**Answer 4:** Yes.

**Question 5:** The existing roof does not appear to be EPDM. Please clarify the existing roof type.

**Answer 5:** **The existing roof is Owens-Corning Fiberglass Built-Up. Please see the revised Bid Form to be completed and included in your bid response.**

**Question 6:** Is this roof replacement being done between the Town of Leesburg and roofing subcontractors? Or through a General Contractor?

**Answer 6:** **The intent of this RFQ is to select a general contractor to perform the work. General contractors may elect to work with subcontractors on this project; however, all subcontractors have to be approved by the Town.**

**Question 7:** I see there was mandatory pre-bid meeting. Would we be able to quote this job?

**Answer 7:** **The pre-bid meeting was mandatory. Only those contractors who were in attendance at the mandatory pre-bid meeting will be allowed to submit a bid on this project.**

**BID FORM**

Item	Description	Quantity	Unit of Measure	Price
1	<b>Roof Replacement at Water Pollution Control Facility:</b> Work is to include the removal of the existing <b>fiberglass built-up</b> roofing down to the existing insulation and replace with a complete <b>TPO</b> membrane roofing system (See Contract Items of Work in the Instruction to Bidders)	1	LS	
<b>BASE BID TOTAL (ITEM 1)</b>				
<b>BID ALTERNATE</b>				
2	<b>Roof Replacement at Water Pollution Control Facility:</b> Work is to include the removal of the existing <b>fiberglass built-up</b> roofing down to the existing insulation and replace with a complete <b>EPDM</b> membrane roofing system. (See Contract Items of Work in the Instructions to Bidders)	1	LS	
<b>BID ALTERNATE TOTAL (ITEM 2)</b>				






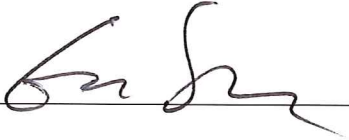
**PRE-BID MEETING  
SIGN-IN SHEET**

**DATE :** Tuesday, September 12, 2017  
**TIME:** 10:00 A.M. ET  
**LOCATION:** Water Pollution Control Facility  
**SOLICITATION:** RFQ No. 500640-FY18-14  
**TITLE:** Roof Replacement at Water Pollution Control Facility


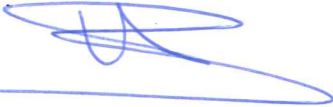
**NUMBER OF ATTENDEES:** 12

<b>COMPANY NAME, ADDRESS, &amp; TELEPHONE NUMBER (PRINTED)</b>	<b>ATTENDEE NAME, TITLE, &amp; EMAIL ADDRESS (PRINTED)</b>	<b>ATTENDEE'S SIGNATURE</b>
Town of Leesburg 25 W. Market Street Leesburg, VA 20176	Octavia Andrew Chief Procurement Officer <a href="mailto:oandrew@leesburgva.gov">oandrew@leesburgva.gov</a>	




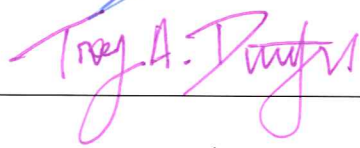


COMPANY NAME, ADDRESS & TELEPHONE NUMBER (PRINTED)	ATTENDEE NAME, TITLE, & EMAIL ADDRESS (PRINTED)	ATTENDEE'S SIGNATURE
MECC 703 370 8890	Jay Lewis Jay@NorthwestContracting.com	
Function Enterprises Inc 703-569-2422	Ryland Gray Estimator / Project Manager ryland@function.net	
RELIANCE ROOFING 10379 Central Park Dr. Manassas, Va. 20108	STEVE HINER Estimator / Project Manager steve@reliancecf.com	
PK Contractors 1202 Lockport Pl. Lovettsville	Eric Shin, PM eric@PrimeKey.us	



COMPANY NAME, ADDRESS & TELEPHONE NUMBER (PRINTED)	ATTENDEE NAME, TITLE, & EMAIL ADDRESS (PRINTED)	ATTENDEE'S SIGNATURE
USA Construction Services, Inc. 11210 Old Baltimore Pike Beltsville MD 20705 301 477 33588	Doacke Morgan - Project Mgr. dmorgan@usa-construction.net	
BOFAM CONTRACTORS GROUP LLC 7207 LOCKPORT PL. STE F LORTON VA 22079 (571)238-4180	WIL BONILLA - PRESIDENT wbonilla@bofamcontractors.com	



COMPANY NAME, ADDRESS & TELEPHONE NUMBER (PRINTED)	ATTENDEE NAME, TITLE, & EMAIL ADDRESS (PRINTED)	ATTENDEE'S SIGNATURE
Ask-ARL, LLC 22923 Chickasaw Dr Sterling VA 20164	Aphonso Nettles OWNER	
CHU Contracting Chantilly 14411 Manassas Ct, Leesburg, VA 703-378-8190	Tammy Ayush, Assistant Estimator, tammy@chu contracting.com	
Vertex Roofing Contractors 9137 Euclid Ct. Manassas VA 20108 703-794-2101	Nicole Echley V.P. nicole@vertexroofing.com	
TOWN OF LEESBURG	Titnyre@leesburgva.gov	
Town of Leesburg	ashouma@leesburgva.gov	