

General Smallwood Middle School  
HVAC and Roof Replacement  
CCPS Bid # GSMSHR1-2426

**Bid Addendum 01**  
February 15, 2024

To Prospective Bidders:

Receipt of the attached Addendum must be included with or on your proposal. Failure to do so may subject bidder to disqualification. This Addendum forms a part of the contract documents. It supplements and modifies them as indicated below:

The Bid Addendum #1 includes the following attachments:

01- Pre-Bid Meeting	Minutes with Attendance Sheets
02-Section 001113R	Bid Advertisement
03-Section 004213R	Form of Proposal – Revised 2024-0214
04-Section 005210-R	Agreement Between Owner and Contractor
05-Section 011007	Construction Sign
06-Section 012300-R	Bid Alternates
07-Section 012800-R	Unit Prices
08-Section 053100	Metal Decking
09-Sketch BA01-01	Roof Replacement Clarification Sketch

ACKNOWLEDGED BY:

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Bidder Date

General Smallwood Middle School  
HVAC and Roof Replacement  
CCPS Bid # GSMSHR1-2426

**Bid Addendum 01**  
**February 15, 2024**

Please be advised that the following changes, revisions, deletions and/or clarifications have been made to the Project Manual and Construction Drawings for the above referenced project.

1. General Pre-Bid Meeting Minutes & Attendance

Attached are the Pre-Bid Meeting Minutes with attached sign-in sheet for those in attendance. Please note, items in blue text were recorded during the meeting and site visit as discussion items, for record and inclusion into the bid.

2. General: Section 00 11 13-R: Bid Advertisement

Change the Bid Receipt Location to Room 203 :

**Bid Receipt Location: Room 203 ( as noted in Red text)**

- 3 Project Manual Section 00 43 13-R Form of Proposal

The Bid Proposal Form is Revised to include Bid Alternate #3 – Replace Roof on Lawn Care Building as well clarify [Unit Price Items](#).

- 4.. General / Contract: Section 00 52 10-R Agreement Between Owner and Contractor

Change the first paragraph of Article 3 to read as follows:

The Work to be performed under this Contract shall be commenced immediately and, subject to authorized adjustments, Substantial Completion shall be achieved no later than **eight hundred eighty-five (885) calendar days** from May 1, 2024 at which time the Contractor has access to all portions of the project as scheduled. Project schedule includes 3 progress periods (summers 2024, 2025, 2026) **Substantial Completion shall be archived by August 3, 2026**

( NOTE: Item changed in *red text*., Revised Specification Section attached )

5. Project Manual Section 01 10 70 Construction Signs

This is New Specification Section added to the contract, see attached.

( NOTE: New Specification Section attached )

6. Project Manual Section 012300-R Bid Alternates

This specification is revised to include clarification to description to Bid Alternates No. 1 and No. 2. This specification also adds requirements and description for new Bid Alternate No. 3 – Remove and Replace Roof on Lawn Care building.

7. Project Manual Section 012800-R Unit Pricing

This specification is revised to include clarification to description to Unit Prices and to clarify that each type of Unit Cost Item has a base quantity included in the bid. Unit Prices on Bid Form shall be for each square foot (SF) of material increased or reduced from the actual construction.

8. Project Manual Section 053100 Metal Decking

Add Section 053100 – Metal Decking as attached to this addendum.

This section is to provide guidance for patching existing roofs where exhaust fans and other items. This section also covers field discovery replacement and patching areas uncovered during construction. These field discoveries will be covered by the Unit Pricing provisions.

9. Project Manual Section 076200 Sheet Metal Flashing and Trim

Amend specification section to include the following:

Add Paragraph 2.4.E

E. Leaf Protection

Provide Leaf protection for all gutters, scuppers and conductor heads. Leaf protection shall be specific to each application and may vary from one application to another for maximum protection and ease of maintenance (seeking self-cleaning/non-clogging)

10. Project Manual Section 089100 Louvers

Amend specification section to include the following:

Paragraph 2.1.B.5

5. Frame: 6 inches deep , channel profile; corner joints mitered and, with continuous recessed caulking channel each side. (Except Bid Alternate #2 Louvers to be 3”+- - Field Verify)

11. SKETCH Drawings: AR101, AD101 and A105 Roof Replacement Clarification

Amend the Roof Replacement scope of work to include the added demolition and roof fill as indicated on Sketch BA01-01 attached.

The Bid Date, Time and Location **ARE NOT** revised by this addendum

\*\*\* END OF BID ADDENDUM #1 \*\*\*

# General Smallwood Middle School HVAC and Roof Replacement CCPS Bid # GSMSHR1-2426

## CHARLES COUNTY PUBLIC SCHOOLS **PRE-BID MEETING MINUTES** February 7, 2024; 2:00 – 4:15 PM @ General Smallwood Middle School

Welcome:

Introduction of Charles County Public Schools personnel and design team.

Request all attendees sign-in for record.

### **1.1 Project Overview:**

General Smallwood Middle School was originally built between 1953-1959 with a general renovation in 1979. Materials common to construction at time included vinyl asbestos floor tile and several types of asbestos containing insulations, including pipe insulation. Several years ago most of the classroom terminal units were replaced.

The Work includes, but is not limited to, replacement of portions of the HVAC system and replacement of the roof system.. HVAC system components to be replaced include the following: boilers, cooling tower, pumps, hydronic piping and air handling units. Upgrades to the ATC system and replacement of the domestic water heater are also included in this project. [New piping drops to unit ventilators shall be enclosed in new pipe chases. Pipe chase dimensions and configurations vary throughout the building. HVAC controls shall all be new DDC controls as existing pneumatic controls are to be removed.](#)

As part of this project, the contractor shall coordinate with Washington Gas for a new gas service to the building.

The existing roof is generally a built-up roof with ballast, except for the smooth surface on the barrel vault gymnasium roof (Area D). All roofing shall be removed and replaced with an 80-mil, PVC-KEE single ply roof system with current code insulation. The roof replacement will include raising parapets and curbs to meet the new insulation requirements. [Improved roof access and added safety rails.](#) The Building shall also receive a new lightning protection system.

The contractor will be required to coordinate mechanical systems work as the Owner's separate asbestos contractor removes any ACM.

To support the HVAC upgrades, the Electrical Switchgear and associated electrical panels shall also be replaced early Summer 2026. [Work also includes new portable generator connection.](#)

As a result of the extensive HVAC piping systems and air distribution, many of the existing ceilings will require some level of removal and replacement. [There is a Pre-Construction TAB requirement to verify existing ductwork seals. Any ductwork requiring seal \(joint\) correction shall be performed per Unit Pricing in bid.](#)

[Project also includes the addition of new backflow prevention valves on both the domestic and fire sprinkler risers.](#)

Miscellaneous site restorations from staging areas are required to be restored as work completes.

Existing interior spaces must be maintained and cleaned as the work progresses, including cleaning atop lay-in acoustical ceilings, cleaning open ceiling areas (top of ducts and structural steel, and floor protections (especially gymnasium floor).

Project is 3 summers of work, as outlined herein. Meeting reviewed phasing drawings PH001 – PH003, no questions asked by attendees. Confirmed asbestos abatement taking place in building concurrently with construction, however, that work will be by separate owner contract, bidder will only need to coordinate work efforts.



## 1.2 PROJECT REQUIREMENTS:

### 1.2.1 Superintendents:

Section 00 72 10 - General Conditions of the Contract, Paragraphs 4.3 and 4.9.

Superintendent shall be on-site whenever a subcontractor is on-site. [\(including any delivery\)](#)

### 1.2.2 Coordination with Owner ACM subcontractor.

The Owner shall engage an approved Asbestos Remediation Contractor (See Section 011100, Para. 1.6 and Section 013126

## 1.3 WAGES

The project is funded by State funds and as such is subject to Maryland Prevailing Wages, as listed in Project Manual Section 004343.

1.4 MBE:  
There are MBE requirements for this project. The Goal is 18% of the total bid with no specific sub-goals. [If not achieved, Bidder must demonstrate a 'Good Faith' effort – must be a real effort not just 3-5 backup documents.](#)

1.5 BID DOCUMENTS:

Bid documents, including plans and project manual, are distributed on a web-link to a dropbox or sharepoint address. The bidder shall review the table of contents and verify the plan download is complete with all bid documents.

Bid Addenda shall be distributed to Registered Plan Holders (Bidder) via updated web link or via email, depending on size of the bid addendum. NOTE: Bid Addendums will be sent to all registered plan holder emails and to those in attendance at the Pre-bid Meeting; therefor, verify your email is legible on the attendance sheet, here, at the Pre-bid.

2. **Bid Addendum(s) / Bid Clarifications / Bid Questions**

Each registered bidder (picks-up bid documents from CCPS) will be sent Bid Addendum documentation. ( Note: Bidder defined in Section 00 21 13 -Bid Information, para 1.8)

Charles County Public Schools and their architect/engineer team will not be responsible for distribution of plans or addenda to any public or private Plans Rooms nor to any sub-bidders or subcontractors.

**Bid addendums will ONLY be distributed to registered plan holders (Bidder).**

A Bid Addendum will be issued:

2.1. Bid Addendum #1 – to include, as a minimum:

- Pre-Bid Meeting Minutes
- Responses to questions noted during the Pre-Bid Meeting.
- Project Manual Section 00 52 10 – Agreement Between Owner and Contractor
- Project Manual Section 01 10 07 - Construction Sign

2.2. ALL Bid questions and substitution requests to be forwarded to **BOTH** the Engineer and Owner.

ALL questions and substitutions shall be received at least 7 days prior to bid opening to allow adequate time for review and issuance of a bid addendum to all bidders.

ALL Bid questions to be forwarded to [ALL](#) parties below to assure receipt:

<u>Architect/Engineer</u>	<u>PM, architect</u>	<u>name @architects.com</u>
Matt Sol	Project Engineer	msol@bkma.com
Wesley Guntow	CCPS Project Manager	wguntow@ccboe.com
Steve Andritz	Director, Planning & Construction	sandritz@ccboe.com

3. **General Requirements:**

3.1. No Tobacco on School Property ( includes any vaping, e-cigarettes and any assimilation).  
No conversation or communication with students (none whatsoever)  
No conversation with teachers

3.2. Projected Schedule

Tentative Schedule:	Notice to Proceed May 01, 2024
Substantial Completion	August 03, 2026
Final Acceptance	October 03, 2026 ( incl. 60 day Punch List Work).

Progress Periods within the Project:

Progress Period 1: ( On-site)	June 13, 2024 to August 10, 2024
Progress Period 2: (On-site)	June 16, 2025 to August 10, 2025
Progress Period 3: (On-site)	June 15, 2026 to August 3, 2026

3.3. WORK Hours and Days:

Progress Periods 1 -2 - 3

Monday to Friday	6:00 AM to 4:00 PM June to August
Saturday	6:00 AM to 4:00 PM When scheduled

Punch List period / phase

Monday to Friday	3:59 PM - 11:59 PM (During school occupancy and school year)
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3.4. Basic Bid Schedule - Tentative

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Bid Questions / Clarification	February 20, 2024	(to Owner and Engineer by COB date)
Bid Opening	February 28, 2024	
Bid Approval by State	April 11, 2024	or soon after
Bid Award (Tentative):	April 12, 2024	or soon after
Contract NTP:	May 1, 2024	
Substantial Completion:	885 Calendar Days (May 1, 2024 to August 3, 2026)	
Punch List Completion:	60- Days from August 3, 2026	

3.5. Bid Documents to Include items noted on Bid Form (use bid form as checklist)



#### 4 Site Access

The site will be accessible for perspective bidders including subcontractors today 2:00 – 4:00:

Additional Site Access will be available as:

Site Access: February 19, 2024 from 7:00 AM to 11:59 AM

← Confirmed times

Site Visitors **MUST Sign At The School Office** .

#### 5 Bid Verification (Value and Scope)

ALL bidders shall be required to verify their bid within 24 hours of Bid Opening.

***Low 2 bidders should be prepared to submit ALL MBE paperwork within 24 hours of bid opening as well, including original signatures on all forms include subcontractors. This will give the Owner time to verify funding with the Base Bid and Alternates.***

#### 6. Bid Opening

- February 28, 2024, 2:00 p.m. (based on clock in Room 203)
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- Bids must be hand delivered to 5985 Radio Station Road, Annex #1, La Plata, MD in the second floor Room 203. ( Received and stamped in by CCPS Staff).
- Request for substitutions will
- be reviewed prior to bid opening.

## Submitting Your Bid Proposal Form

### 7. **Bid Form:**

- Fill in each space on the bid proposal form.
- If your company is a corporation you must imprint a corporate seal.
- Submit one copy with original signatures
- Acknowledge receipt of addendums.

#### 7.1 Bid Security:

- Bid bond must be submitted on CCPS form (**Treasury-listed, A or better rating**) – surety seal and company seal and witnessed, or
- Provide certified check or bank draft, which is 5% of the base bid.
- Provide a letter from the bonding company guaranteeing to issue you a Payment and Performance bond.

#### 7.2 Minority Business Enterprise (MBE) Form:

- Submit MBE Parts 2, 3 and 4 WITH Bid. (See Project Manual Section 00 67 00)
- **Sign and notarize** the form
- 18% MBE requirements ( No Sub-goals)
- REMINDER: If a Minority is primarily a 'pass-thru' then the percentage of MBE participation is calculated at 60% maximum, see MDE requirements for clarifications and actual limitations, and when limitations apply.

#### 7.3 Affidavit:

- Submit the Statement of Non-Collusion, which should be **signed and notarized**.

#### 7.4 State of Maryland, Prevailing Wages are required for this project.

#### 7.5 **In submitting this proposal, it is understood that the right is reserved by the Owner, Charles County Public Schools, to reject any and all Bids and to accept whichever Bid is deemed to be in their best interest. Further the right to negotiate with the apparent low bidder or low bidders to achieve the most beneficial contract price, completion schedule and Scope of Work. The Owner, anticipates the award of Base Bid, with or without Bid Alternate values as desired and in a combination which best suits the Owner's project for the funds available; this criteria may be used to determine the apparent low bidder as well.**

#### 7.6 All bids are held for 90 days.

#### 7.7 All questions and answers are part of addendum #1 or following addendums.

#### 7.8 G.C. to verify NO-Registered Sex offenders will be allowed on site and all employees have been reviewed against State of Maryland list.

G.C. will need to meet new State of Maryland July 1, 2015 security requirements.

#### 7.9 Bidders will be required to confirm their bids within 24-hours of request for verification. Verification requests will be forwarded to the email address on file with the 'Plan Holder List' (Plan Holder List is created when a bidder obtains a bid package and submits company name, address, telephone number and email address).

#### 7.10 Closing comments.

## 8. Questions

8.1 Q: Does CCPS Have a Safety officer to routinely inspect the site and staff?

A: Any on-site safety review for staff shall be a General Contractor obligation; including implementation and need assessment. (Owner does not review nor enforce staff and subcontractor safety).

8.2 Q: Confirm Ceiling Items to Remove and Replace, in the ceilings.

A: The Owner shall remove cameras prior to ceiling work. All other ceiling mounted items shall be the responsibility of the contractor, including: lighting, fire alarm notification (horns//speakers), motion sensors, PA Speakers, exit lights, wifi devices, data outlets, and sprinkler head replacements. (M001, Gen Note #2)

8.3 Q: Some existing downspouts have rain barrels; do they remain?

A: Existing rain barrels may be continued to be used, coordinate with Owner for which rain barrels to be re-connected to downspouts..

8.4 Q: Does Lighting protection use existing ground leaders?

A: No, Existing conduits extending from the existing roof down to grade for earth ground shall be removed. The new Lightning protection shall meet standards and shall have a calculated earth ground, with ground loop as needed.

ALL roof to earth grounds shall be protected by conduits for a minimum vertical height of 10-feet. Conduits shall be strapped to wall tightly (as approved) and shall be powder-coat painted to blend with the building wall (submit color for Owner approval).

8.5 Q: Any requirements for condensate piping?

A: Condensates lines for Roof Mounted Mechanical Units shall have Roof Manufacturer Approved supports and each support shall have a small piece of Walkway pad below for roof protection. As a minimum, 1 in 3 condensate supports shall be glued to the roof pad and roof pad secured to the roof to prevent wind movement of the condensate piping.

Condensate pipes shall extend over the roof drain (or scupper) whereas condensate shall spill directly into the drain.

8.6 Q: Any view or elevation of Gymnasium to see roof shape and windows?

A: Existing Gymnasium is approximately 26-feet to eave of structure. See image below for visual of Gymnasium structure. The Barrel vault roof rises 14-feet. ( Total ~ 40-feet)

Existing windows are steel sash set into the masonry wall (between brick and concrete masonry (typical of all windows in Gymnasium and Locker Room Areas – all windows in project).

**Reminder, Gym and Locker Room windows are Bid Alternate #01**



**End of Pre-Bid Meeting Minutes**

General Smallwood Middle School  
HVAC and Roof Replacement  
CCPS Bid # GSMSHR1-2426

CHARLES COUNTY PUBLIC SCHOOLS  
**PRE-BID MEETING ATTENDEES**  
February 7, 2024; 2:00 PM  
@ General Smallwood Middle School

Attendees should expect a Bid Addendum pertaining to this Pre-Bid Meeting, as a minimum.

**Name / Affiliation**

**E-mail / Telephone**

Matt Sol, P.E. *MDS 2/7/24*  
Burdette, Koehler, Murphy & Assoc. (BKM).

msol@bkma.com  
410-323-0600

**Name / Affiliation**

**E-mail / Telephone**

Steve Andritz, Director *SA 2/7/24*  
Charles County Public Schools

sandritz@ccboe.com  
301-934-7296

Wesley Guntow ✓  
Charles County Public Schools

wguntow@ccboe.com  
301-924-7441

David Clements, AIA *DC*  
Charles County Public Schools

dclements@ccboe.com  
301-934-7285

**Name / Affiliation**

**E-mail / Telephone**

BRENT ANDERSON, PM

BANDERSON@DENNISANDERSONCONSTRUCTION.COM

DENNIS ANDERSON  
CONSTRUCTION

301-704-9067

**Name / Affiliation**

**E-mail / Telephone**

Kevin Burch

KBurch@rmsselectricalinc.com

RMS Electrical

240-435-0729

General Smallwood Middle School  
HVAC and Roof Replacement  
CCPS Bid # GSMSHR1-2426

CHARLES COUNTY PUBLIC SCHOOLS  
**PRE-BID MEETING ATTENDEES**

February 7, 2024; 2:00 PM  
@ General Smallwood Middle School

Attendees should expect a Bid Addendum pertaining to this Pre-Bid Meeting, as a minimum.

Name / Affiliation

E-mail / Telephone

TROY MATTHEWS

tmatthews@denver-elek.com

DENVER-ELEK

(433) 690-6385

Name / Affiliation

E-mail / Telephone

John Kakonikos

jkakonikos@islandcontractinginc.

Island Contracting Inc.

347-287-7982

Name / Affiliation

E-mail / Telephone

Aaron Hill

ahills@scheibelconstruction.com

Scheibel Construction

301 855 7900

Name / Affiliation

E-mail / Telephone

Rafail Panteloglou

rkp@vaticainc.com

Vatica Contracting Inc.

301 927 8530

General Smallwood Middle School  
HVAC and Roof Replacement  
CCPS Bid # GSMSHR1-2426

CHARLES COUNTY PUBLIC SCHOOLS  
**PRE-BID MEETING ATTENDEES**  
February 7, 2024; 2:00 PM  
@ General Smallwood Middle School

Attendees should expect a Bid Addendum pertaining to this Pre-Bid Meeting, as a minimum.

Name / Affiliation

E-mail / Telephone

Michael Smith

ITB@Simpsonunlimited.com

Simpson Unlimited inc

571-220-2016

Name / Affiliation

E-mail / Telephone

Scott Twiss

STwiss@WMSI.com

Williams Steel & Grano

703-926-2036

Name / Affiliation

E-mail / Telephone

Bill VARNON

Bids@Scheibelconstruction.com

Scheibel Construction

301-855-7900

Name / Affiliation

E-mail / Telephone

Chris Parametis

CKO@vaticaINC.com

Vatica Contracting Inc

301 927 8530

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General Smallwood Middle School  
HVAC and Roof Replacement  
CCPS Bid # GSMSHR1-2426

CHARLES COUNTY PUBLIC SCHOOLS  
**PRE-BID MEETING ATTENDEES**  
February 7, 2024; 2:00 PM  
@ General Smallwood Middle School

Attendees should expect a Bid Addendum pertaining to this Pre-Bid Meeting, as a minimum.

Name / Affiliation

E-mail / Telephone

Anthony Smallwood  
C.V. Carlson Co.

asmallwood@CvCarlson.net  
301-399-8312

Name / Affiliation

E-mail / Telephone

RAY MEADOR  
A.C.I

rmeador@ACIindustries.com  
301-779-3400

Name / Affiliation

E-mail / Telephone

Sha Johnson  
RCS plumbing

443-392-0317  
Sha.Resplumbinginc@gmail.com

Name / Affiliation

E-mail / Telephone

Pkapsalis  
Vatica Contracting

301-440-0694  
pkapsalis@vaticainc.com

Darrick Sellers

703 966 5028

Rich Moe

~~Rich~~ dsellers@richmoe.com



General Smallwood Middle School  
HVAC and Roof Replacement  
CCPS Bid # GSMSHR1-2426

CHARLES COUNTY PUBLIC SCHOOLS  
**PRE-BID MEETING ATTENDEES**  
February 7, 2024; 2:00 PM  
@ General Smallwood Middle School

Attendees should expect a Bid Addendum pertaining to this Pre-Bid Meeting, as a minimum.

Name / Affiliation

E-mail / Telephone

Justin Carnes / WL Gary

JustinC@wlgary.com / 202-723-0676

Name / Affiliation

E-mail / Telephone

BRANDON KAELEN / SPECIFIED ELEC

brandonk@specifiedes.com  
(301) 481-8174

Name / Affiliation

E-mail / Telephone

Matthew Soltez / Jon Mckael Sr.

matthewsoltez@hashconstruction.com

Hash Construction

Name / Affiliation

E-mail / Telephone

bids@WMSCHLOSSER.COM  
PHONE  
301 773 1300 FAX 301 773 1806



CHARLES COUNTY PUBLIC SCHOOLS  
LA PLATA, MARYLAND

The Charles County Public Schools, La Plata, Maryland, requests sealed bids for **HVAC and Roof Replacement, General Smallwood Middle School, Bid Number: GSMSHR1-2426**

Sealed bids, hand delivered, will be received at the Charles County Public Schools Annex 1, 2<sup>nd</sup> Floor **Room 203**, 5985 Radio Station Road in La Plata, Maryland until **2:00 P.M. - Local Time – February 28, 2024**. Properly completed sealed Bids received prior to the deadline will be publicly opened and read aloud at the aforementioned place and date. Bids received after the designated times shall not be considered and shall be returned to the bidder.

Suggest: Brief project description and Budget Range \$10-Mil to \$13-million.

The project is replacement of the existing HVAC system including all piping, RTU and Cooling tower and related pumps and components. The project shall also replace the main electrical switchboard, replace entire roof system and windows in gymnasium area. The project is expected to be completed over 3-summertime with a duration of 885 days.

**Pre-Qualified Bidders must** secure proposed contract documents, including construction plans and specifications in digital format, from the Charles County Public Schools Planning and Construction Department, CCPS Annex 1, 5985 Radio Station Road, La Plata, Maryland at a cost of **\$100.00** per set (non-refundable). Bid Documents will be available on **January 31, 2024**.

Proposed Bidders who seek to be Pre-Qualified shall complete the Contractor's Pre-Qualification Questionnaire and submit for approval to bid this project. Allow 2-4 days for properly completed questionnaire review and approval. Pre-Qualification Questionnaire is available at: <https://forms.office.com/r/idd8JwwwEg>

A certified check or bank draft, payable to the Board of Education of Charles County, or a satisfactory bid bond, executed by the bidder and a surety company, in an amount equal to five percent (5%) of the base bid, shall be submitted with each bid in accordance with the Instructions to Bidders. A letter shall accompany each bid from the bonding company guaranteeing to issue Payment and Performance Bonds.

Prevailing Wage Rates are applicable to this project. Wages paid on this project are subject to the prevailing wage rates as issued by the State of Maryland, Department of Labor Licensing and Regulation.

Certified minority business enterprises are encouraged to respond to this solicitation notice. The contractor or supplier who provides materials, supplies, equipment and/or services for this construction project shall attempt to achieve the result that a minimum of **18-percent (18%)** of the total contract value is made directly or indirectly from certified minority business enterprises, with sub-goals of 0% African American and 0% Asian. All general contractors and subcontractors including certified MBE firms, when bidding as general or prime contractors, are required to attempt to achieve the MBE subcontracting goals from certified MBE firms approved by the Maryland Department of Transportation (MDOT).

The bidder or offeror shall submit with its bid or proposal a completed **Certified MBE Utilization and Fair Solicitation Affidavit** and **MBE Participation Schedule** that identifies the bidder or offeror's specific commitment of certified minority business and certifies it made a good faith effort to achieve the goal established in the solicitation. The MBE Participation Schedule shall include the name of each certified MBE that will participate in the project including its respective MBE classification, and shall include the items of work to be performed or furnished and the committed price or the percentage of the contract to be paid to each MBE for the work or supply.

When the contract goal of 18 percent, the sub-goals of 0% and 0% cannot be met, the bidder or offeror shall submit with its bid the **Certified MBE Utilization and Fair Solicitation Affidavit**, and the **MBE Participation Schedule** (*indicating partial or no participation*). The low responsive, responsible bidder shall submit additional minority business enterprise material and supporting data, which is specified in the bid documents within ten (10) working days after notification that the firm is the low responsive, responsible bidder. The failure of a bidder to complete and submit all of the required forms shall result in a determination that the bid is not responsive. The failure of an offeror to complete and submit all of the required forms shall result in a determination that the proposal is not susceptible of being selected for award.

No bidder may withdraw his bid within ninety (90) days after the actual date of opening thereof.

The failure of a bidder to complete and submit all of the required forms may result in a determination that the bid is not responsive and a determination that the bid is not susceptible for award.

Prospective bidders must assemble at the General Smallwood Middle School, 4990 Indian Head Highway, Indian Head, Maryland 20640 on **February 7, 2024**, at 2:00 P.M. for a **MANDATORY** Pre-Bid conference. It is **MANDATORY** that all bidders attend the pre-bid conference and site visit.

The Charles County Public Schools, Maryland, reserves the right to reject any or all bids, or to waive any informality in bidding.

By order of the Board of Education of Charles County.

Maria V. Navarro, Ed.D  
Secretary-Treasurer

**SECTION 004213-R  
FORM OF PROPOSAL**

**PROJECT TITLE:** General Smallwood Middle School – HVAC and Roof Replacements  
**BID NUMBER:** GSMSHR1-2426 **PSC No.:** 08.005.25C

Submitted this \_\_\_\_\_ day of \_\_\_\_\_ 2024

by \_\_\_\_\_  
\_\_\_\_\_

Business Address \_\_\_\_\_  
\_\_\_\_\_

**SUBMITTED TO:** Charles County Public Schools, Charles County Board of Education  
Charles County, Maryland

1. This bidder declares that the only person, firm or corporation, or persons, firms or corporations, that has or have any interest in this proposal or in the contract or contracts proposed to be taken, is or are the undersigned; that this proposal is made without any connection or collusion with any person, firm or corporation making a proposal for the same work; that the attached specifications and form of contract, and the drawings therein referred to, have been carefully examined and are understood; that as careful an examination has been made as is necessary to become informed as to the character and extent of the work required; and that it is proposed and agreed, if the proposal is accepted, to contract with the Charles County Public Schools to do the required work in the manner set forth in the specifications and as shown by the drawings will be performed and on schedule.

**Bidder has proposed bids as indicated in paragraph 6. Bidder is required to bid on Base Bid.**

2. The lump sum price on this Proposal Form is to include and cover the furnishing of all materials and labor requisite and proper, and the providing of all necessary machinery, tools, apparatus and means for performing the work, and the doing of all the above mentioned work, in the manner set forth, described and shown in the specifications. All necessary considerations for time have been accepted.
3. In submitting this bid, Bidder represents having examined copies of all Contract Documents and of the following Addenda:

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_ Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_ Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_ Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

4. Contract Time: The proposed Work of the project is required to be in place, complete and ready for use no later than Eight Hundred Eighty-Five (885) calendar days after the date of the Notice to Proceed.

Contract Time does not assume weather and school delays as schedule is based on calendar days and not week days, therefore assuming the rain days can be compensated by weekend days and evenings as required to meet the schedule.

Bidders accept the provisions of the Agreement as to Liquidated Damages in the event of failure to complete the Work on time. Bidder acknowledges that all work must be inspected and approved by Charles County Public Schools and that Liquidated Damages may be assessed twice per the requirements indicated herein.

Tentative Schedule:	Notice to Proceed	May 01, 2024
	Substantial Completion	August 03, 2026
	Final Acceptance	October 03, 2026 ( incl. 60 day Punch List Work).

Progress Periods within the Project:

Progress Period 1: ( On-site)	June 13, 2024 to August 10, 2024
Progress Period 2: (On-site)	June 16, 2025 to August 10, 2025
Progress Period 3: (On-site)	June 15, 2026 to August 3, 2026

5. This Bid does require Bid Security in the amount of five percent (5%) of Base Bid. A letter shall accompany each Bid from the bonding company guaranteeing to issue Payment and Performance Bonds for the entire project.

6. Bid Values:

Bidder agrees to provide, complete, all systems and components as indicated on the plans and project manual for the complete HVAC and Roof Replacement at General Smallwood Middle School including all related general building, site and utility work. Any materials or services required for the completion of the work indicated, including complete functionality of all utilities, shall be provided. All work to be in accordance with local and state codes as well as the Safety Officer of Charles County Public Schools.

**6.1 BASE BID:**

Provide all labor, materials and equipment, and perform all work required to construct, complete and ready for occupancy at General Smallwood Middle School, all in strict accordance with the drawings and specifications and on schedule.

TOTAL BASE BID OF:

Total Base Bid: \_\_\_\_\_  
\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

**6.2 ALLOWANCES:**

The above stated Lump Sum Bid includes the following listed allowances. Any allowance balance unused at the end of construction shall be remanded back to the Owner. All Allowances exclude general contractor profit, overhead, administration and bond as that value shall be covered in the base contract, see Section 01 21 00 – Allowances.

<b>Allowance A:</b> Electrical Technology Support/Data connections	\$ 40,000.00
<b>Allowance B:</b> Testing and Inspection- Owners discretion for additional testing	\$ 15,000.00
<b>Allowance C:</b> Additional Coordination between ACM and HVAC	<u>\$ 50,000.00</u>
<b>Cash Allowances (A to C above)</b>	<b>\$ 105,000.00</b>

**6.3 ALTERNATE BIDS:**

*Special Instructions:* Submit a bid on each of the alternates as identified in the bid documents and listed below. Do not enter “No Bid”. If the alternate does not affect your price, enter \$0.00 (zero dollars). **Indicate whether the price quoted is an addition or a deduct.** If no indication is made, the quote will be considered an additive alternate value.

**6.3.1 Bid Alternate No. 1 – Replace Windows at Gymnasium and Locker Rooms**

Alternate No. 1: All work associated with the replacement of windows in the gymnasium, locker room and all associated supporting spaces as indicated on the architectural drawings. See section 012300 for further requirements.

*(Base Bid: Maintain existing windows, no associated work.)*

**Bid Alternate No. 1: Add:** \_\_\_\_\_ (\$ \_\_\_\_\_)  
(Words) (Figures)

6.3.2 **Bid Alternate No. 2** – Replace Existing Louvers

Alternate No. 2: All work associated with the replacement of louvers serving the existing unit ventilators and fan coil units. Refer to section 012300 for description of alternate for bidding purposes.

(Base Bid: Maintain existing louvers)

**Bid Alternate No. 2: Add:** \_\_\_\_\_ (\$ \_\_\_\_\_ )  
(Words) (Figures)

6.3.3 **Bid Alternate No. 3** – Remove and Replace Roof on Lawn Care Building

Alternate No. 3: All work associated with the complete removal and replacement of Lawn Care Building Roof system, including roof drainage and cleaning of Building exterior walls. Refer to section 012300 for further requirements.

(Base Bid: No work on Lawn Care Building )

**Bid Alternate No. 3: Add:** \_\_\_\_\_ (\$ \_\_\_\_\_ )  
(Words) (Figures)

**6.4 UNIT PRICING:**

Unit prices are for both extra Work and credits. This list of prices will be submitted with the Bid and shall become a part of the Contract upon its award. Unit prices listed below are applicable to all Work in this project involving extra materials/services performed by the General Contractor or his Subcontractors and/or credits to the Owner for materials/services deleted from the project. Unit price includes all overhead and profit for the Subcontractor. General Contractor mark-up is to be applied per Article 7 of Supplementary Conditions. Prices as stated shall remain in effect through the end of the Contract warranty period. The undersigned acknowledges the unit price values as part of this bid proposal and agrees to add or delete items for the unit prices identified when directed to do so by the Owner.

**6.4.1 Unit Price #1 :** Reseal and re-insulate existing supply duct main.

Description: Based on the results of the pre-demolition TAB report, remove insulation from existing ductwork and re-seal/re-insulate per project specifications. This work shall also include the removal and re-installation of ceilings as required to access duct.

Unit of Measurement: Surface Area (SF) of duct

Bid Quantity Allowance: 50' of 30"x12" duct (i.e. 350 SF)

Unit Price per Square Foot (PSF) of Main Duct (increase or decrease in project bid quantity):

\_\_\_\_\_ Dollars / SF (\$ \_\_\_\_\_ )

**6.4.2 Unit Price #2 :** Reseal and re-insulate existing supply branch duct.

Description: Based on the results of the pre-demolition TAB report, remove insulation from existing ductwork and re-seal/re-insulate per project specifications. This work shall also include the removal and re-installation of ceilings as required to access duct.

Unit of Measurement: Surface Area (SF) of duct

Bid Quantity Allowance: 50' of 12"x12" duct (i.e. 200 SF)

Unit Price per Square Foot (PSF) of Branch Ducts (increase or decrease in project bid quantity):

\_\_\_\_\_ Dollars / SF (\$ \_\_\_\_\_)

**6.4.3 Unit Price #3 :** Existing Roof Deck Scraping and Priming

For scraping and priming of more/less surface rusted areas of steel deck and framing than the five thousand (5,000) square feet carried in the Base Bid as outlined in Division 05 Section "Metal Decking."

Unit of Measurement: Surface Area (SF) of metal deck

Bid Quantity Allowance: five thousand (5,000) square feet.

Unit Price per Square Foot (increase or decrease in project bid quantity):

\_\_\_\_\_ Dollars / SF (\$ \_\_\_\_\_)

**6.4.4 Unit Price #4 :** Replacement of Steel Roof Deck

For removal and replacement of more/less steel deck than the one thousand square feet (1,000 SF) carried in the Base Bid, as outlined in Division 05 Section "Metal Decking."

Unit of Measurement: Surface Area (SF) of duct

Bid Quantity Allowance: one thousand (1,000) square feet

Unit Price per Square Foot (increase or decrease in project bid quantity):

\_\_\_\_\_ Dollars / SF (\$ \_\_\_\_\_)



7. In submitting this proposal, it is understood that the right is reserved by the Owner, Charles County Public Schools, to reject any and all Bids and to accept whichever Bid is deemed to be in their best interest. Further the right to negotiate with the apparent low bidder or low bidders to achieve the most beneficial contract price, completion schedule and Scope of Work. The Owner, anticipates the award of Base Bid, with or without Bid Alternate values as desired and in a combination which best suits the Owner's project for the funds available; this criteria may be used to determine the apparent low bidder as well.
8. Accompanying this Proposal is a duly notarized letter from \_\_\_\_\_ (Surety Company) agreeing to bond the Contractor in accordance with the Bid Documents if the Bidder is awarded the contract, and certifying that the Surety Company is licensed to do business in Maryland.
9. The final terms and General Conditions of the Construction Contract shall be based on the Charles County Board of Education standard General Conditions of the Construction Contract (00 72 10).
10. The undersigned Bidder affirms that he does not discriminate with respect to individual political affiliation, religious belief, race, creed, national origin, sex, age, or handicap in employment practices.
11. The following documents are attached to and made a condition of this bid:
  - (a) Required Bid Security (5% - Bond, check) ( Section 00 61 10)
  - (b) Letter from Bonding Company
  - (c) Affidavit signed and notarized ( Section 00 45 20)
  - (d) Provide Contractor Registration Certificate (Section 00 21 13, paragraph 4.3.1)
  - (e) Minority Business Enterprise (MBE) Participation Forms ( Parts 2, 3 & 4)
12. The bidder shall submit with its bid or proposal a completed Certified MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule- Part 2 and MBE Participation Schedules – Part 3 AND Signature Page - Part 4 for each project that identifies the bidder's specific commitment of certified minority business and certifies it made a good faith effort to achieve the goal established in the solicitation. The MBE Participation Schedules shall include the name of each certified MBE that will participate in the project including its respective MBE classification, and shall include the items of work to be performed or furnished and the committed price or the percentage of the contract to be paid to each MBE for the work or supply. When the contract goal **of 18 percent and/or its subcontracting goals cannot be met**, the bidder or offeror shall submit with its bid the Certified MBE Utilization and Fair solicitation Affidavit, and the MBE Participation Schedule (indicating partial or no participation). **Failure to submit will result in the bid being determined as non-responsive.** NOTE: Bidder or Offerer shall be responsible for determination all MBE Form Requirements – See Section 00 67 00 for more MBE requirements and form directions.
13. Contractor accepts responsibility to verify receipt of all addenda. Failure of any bidder to receive any addenda or interpretations shall not relieve the bidder from any obligations under this bid and as amended by all addenda. All addenda so issued shall become a part of the award and contract documents.

**14. WORK HOURS**

Work Hours: Work hours shall be scheduled to avoid any disturbances to students and student studies; therefore, the contract work hours shall be:

Progress Periods 1 -2 - 3

Monday to Friday	6:00 AM to 4:00 PM	June to August
Saturday	6:00 AM to 4:00 PM	When scheduled

Punch List period / phase

Monday to Friday	3:59 PM - 11:59 PM
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No Work between phases

\* Based on Calendar published by Charles County Public Schools

# Unless otherwise scheduled with Owner.

- 15. The undersigned Bidder affirms that he has included all required allowances in his bid price.
- 16. The Bidder agrees to hold all value for a period of 90-days.

PLEASE SIGN IN ONLY ONE OF THE APPROPRIATE SPACES PROVIDED BELOW AND COMPLETE ALL THE INFORMATION REQUESTED:

**(a) If a Corporation:**

\_\_\_\_\_  
(Officer's Signature) (Date)

\_\_\_\_\_  
(Printed Name) (Title)

\_\_\_\_\_  
(Name of Corporation)

\_\_\_\_\_  
(State of Incorporation)

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

FAX Number: \_\_\_\_\_

Corporate Seal:

**(b) If an Individual Doing Business:**

\_\_\_\_\_  
(Individual's Signature) (Date)

\_\_\_\_\_  
(Printed Name) (Title)

Trading As:

\_\_\_\_\_  
(Name of Business)

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

FAX Number: \_\_\_\_\_

**(c) If a Partnership:**

\_\_\_\_\_  
(Partner's Signature) (Date)

\_\_\_\_\_  
(Printed Name) (Title)

Co-Partners Trading As:

\_\_\_\_\_  
(Name of Partnership)

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number: \_\_\_\_\_

FAX Number: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
FIRM NAME

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# AGREEMENT BETWEEN OWNER AND CONTRACTOR

where the basis of payment is a  
STIPULATED SUM

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## AGREEMENT

**BETWEEN** the **OWNER**: **THE BOARD OF EDUCATION OF CHARLES COUNTY**

P. O. Box 2770  
La Plata, Maryland 20646

and the **CONTRACTOR**:

the **PROJECT**: **General Smallwood Middle School**

**HVAC and Roof Replacement**

4990 Indian Head Highway

Indian Head, Maryland, 20640

Bid Number: GSMSHR1-2426

the **ARCHITECT**: **Burdette, Koehler, Murphy & Associates, Inc. (bkm)**

6300 Blair Hill Lane, Suite 400

Baltimore, Maryland 21209

The OWNER and the CONTRACTOR agree as set forth below.

## ARTICLE 1

### THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, the Conditions of the Contract (General, Supplementary and other Conditions), the Drawings, the Specifications, all Addenda issued prior to and all Modifications issued after execution of this Agreement. These form the Contract, and all are as fully a part of the Contract as if attached to this Agreement or repeated herein. An enumeration of the Contract Documents appears in Article 7.

## ARTICLE 2

### THE WORK

The Work includes, but is not limited to, replacement of portions of the HVAC system and replacement of the roof system.. HVAC system components to be replaced include the following: boilers, cooling tower, pumps, hydronic piping and air handling units. Upgrades to the ATC system and replacement of the domestic water heater are also included in this project. As part of this project, the contractor shall coordinate with Washington Gas for a new gas service to the building.

The existing roof is generally a built-up roof with ballast, except for the smooth surface on the barrel vault gymnasium roof (Area D). All roofing shall be removed and replaced with an 80-mil, PVC-KEE single ply roof system with current code insulation. The roof replacement will include raising parapets and curbs to meet the new insulation requirements. The Building shall also receive a new lightning protection system.

To support the HVAC upgrades, the Electrical Switchgear shall also be replaced by Summer 2026.

## ARTICLE 3

### TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

The Work to be performed under this Contract shall be commenced immediately and, subject to authorized adjustments, Substantial Completion shall be achieved no later than eight hundred eighty-five (885) calendar days from May 1, 2024 at which time the Contractor has access to all portions of the project as scheduled. Project schedule includes 3 progress periods (summers 2024, 2025, 2026) **Substantial Completion shall be archived by August 3, 2026**

From payments due the Contractor, the Owner will deduct, as liquidated damages, but not as a penalty, a sum of One Thousand Five Hundred Dollars (\$1,500.00) per day for each successive calendar day in excess of the time herein stated until the work is substantially complete, unless such Contract Time has been extended by Change Order, in accordance with subparagraph 8.3.1 of the General Conditions. Should all the Work not be finally completed within sixty (60) days (second shift) after the Date of Substantial Completion, there shall be deducted from payments due the Contractor, as Liquidated Damages, but not as a penalty, the sum of \$ 250.00 for each consecutive calendar day until certification of completion of all Work.

## **ARTICLE 4**

### **CONTRACT SUM**

The Owner shall pay the Contractor in current funds for the performance of the Work, subject to additions and deductions by Change Order as provided in the Contract Documents, the Contract Sum of

The Contract Sum is determined as follows:

*(State here the base bid or other lump sum amount, accepted alternates, and unit prices, as applicable.)*

Base Bid:  
Bid Alternates:  
Total Contract value: \$

## **ARTICLE 5**

### **PROGRESS PAYMENTS**

Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided in the Contract Documents for the period ending the twenty-fifth (25th) day of the month as follows:

Not later than thirty (30) days following the date of submission of a complete, accurate and fully executed Certificate for Payment ninety-five percent (95%) of the portion of the Contract Sum properly allocable to labor, materials and equipment incorporated in the Work and ninety-five percent (95%) of the portion of the Contract Sum properly allocable to materials and equipment properly stored at the site or at some other location agreed upon in writing, for the period covered by the Application for Payment, less the aggregate of previous payments made by the Owner shall be paid to the Contractor.

When the contract is 95% complete, the Owner may hold the final 10% of contract value till ALL Contract Close-out documents are received, including but not limited to: release of liens, punch list items completion, warranties, permits and AHJ Certificates, demonstrations, and similar items.

## **ARTICLE 6**

### **FINAL PAYMENT**

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the Owner to the Contractor when the Work has been completed, the Contract fully performed, and the Architect has issued a Project Certificate for Payment which approves final payment due the Contractor. The final payment shall only be paid after completion of a Charles County Public Schools certificate of Final Completion has been executed. Final payment shall include the final 5% (up to 10%) of the project value.

# ARTICLE 7

## MISCELLANEOUS PROVISIONS

**7.1** Terms used in this Agreement which are defined in the Conditions of the Contract shall have the meanings designated in those Conditions.

**7.2** The Contract Documents, which constitute the entire agreement between the Owner and the Contractor, are listed in Article 1 and, except for Modifications issued after execution of this Agreement, are enumerated as follows:

*(List below the Agreement, the Conditions of the Contract (General, Supplementary, and other Conditions), the Drawings, the Specifications, and any Addenda and accepted alternates, showing dates where applicable.)*

- A. This Agreement and General Conditions (Attachment A)
- B. Proposal from \_\_\_\_\_ dated \_\_\_\_\_ (Attachment B)
- C. The Project Manual (Specifications) dated January 30, 2024 for General Smallwood Middle School HVAC and Roof Replacement and the contents as listed on the supplement to this Agreement entitled "Table of Contents" (Attachment C)
- D. Drawings dated January 30, 2024 consisting of those listed on the supplement to this Agreement entitled "Drawing Index" (Attachment D)

This Agreement is effective on the date executed by the Board of Education of Charles County as shown below.

### OWNER

\_\_\_\_\_  
(Board of Education of Charles County)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
Superintendent of Schools

\_\_\_\_\_  
Date Executed

\_\_\_\_\_  
(Title)

### CONTRACTOR

\_\_\_\_\_  
(Contractor) (Seal)

\_\_\_\_\_  
(Witness)

\_\_\_\_\_  
(Title)

The Charles County public school system does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age or disability in its programs, activities or employment practices. For inquiries, please contact Kathy Kiessling, Title IX/ADA/Section 504 Coordinator (students) or Nikial M. Majors, Title IX/ADA/Section 504 Coordinator (employees/ adults), at Charles County Public Schools, Jesse L. Starkey Administration Building, P.O. Box 2770, La Plata, MD 20646; 301-932-6610/301-870-3814. For special accommodations call 301-934-7230 or TDD 1-800-735-2258 two weeks prior to the event.

## SECTION 01 10 70

### CONSTRUCTION SIGNS

#### PART 1 - GENERAL

Contractor shall provide the required construction signs for the project. The construction signs shall be installed for the duration of the work at the site(s).

If performing work at multiple sites, then the sign shall be moved or supplemented with additional signs at each site.

The project shall include at one of each of the signs detailed herein ( State and Local as illustrated).

#### PART 2- PRODUCTS / MATERIALS

##### 2.1 LOCAL CONSTRUCTION SIGN

Provide a local (County) construction sign as illustrated in Part 3 of this section. The local sign shall be vinyl or painted images and letters on PVC sheet or paint protected board.

The top line of the Local Construction sign shall be: "Renovations in Progress", "Addition and Renovations", or "Facility Upgrades" to best match the title of the project; please confirm with the CCPS project manager.

##### 2.1 STATE CONSTRUCTION SIGN

Provide a construction sign on the site in as illustrated in Part 3 of this section.

. The sign can be purchased through Maryland Correctional Enterprises.

MCE Sign Plant  
C/O Patuxent Institution

Attn: Charles Behnke  
7555 Waterloo Road  
Jessup, MD 20794  
Phone: 410-799-5102, or 410-799-5103  
Fax: 410-799-7911

Other sign vendors are welcome to provide the construction Sign so long as the sign has same Attributes as indicated on the illustration herein.

NOTE: The State Construction Sign MUST conform to current State of Maryland standards as illustrated in the PSCP Administrative Procedures Guide.

2.2 Sign(s) shall be adjusted for this specific project site to include current State Officials and Project specific data.



**PART 3 – EXECUTION**

- 3.1 Installation: The contractor shall order and install the sign after award of the contract. The sign shall be installed as soon as practical.  
The contractor is reminded that any site excavation for sign posts require coordination and clearance through “Miss Utility” as well as school officials.
  - 3.2 Sign installation standards: The sign shall be installed to resist a minimum 100 MPH wind and shall not have any climbing type features.
  - 3.3 Sign Location(s): The construction sign shall be located as approved by the CCPS Project Manager.
  - 3.4 Sign Removal: The sign may be removed at the Substantial Completion of the project location.
  - 3.5 Verify with CCPS Project Manager for proper disposition of sign with the expectation that the sign may be delivered to the CCPS Maintenance Shop, 5965 Radio Station Road, La Plata for alternate use, or may be discarded by the contractor.
- 3.6: Local Construction Sign Illustration:

**Renovations in progress**



**YOUR TAX DOLLARS  
AT WORK FOR CHILDREN**

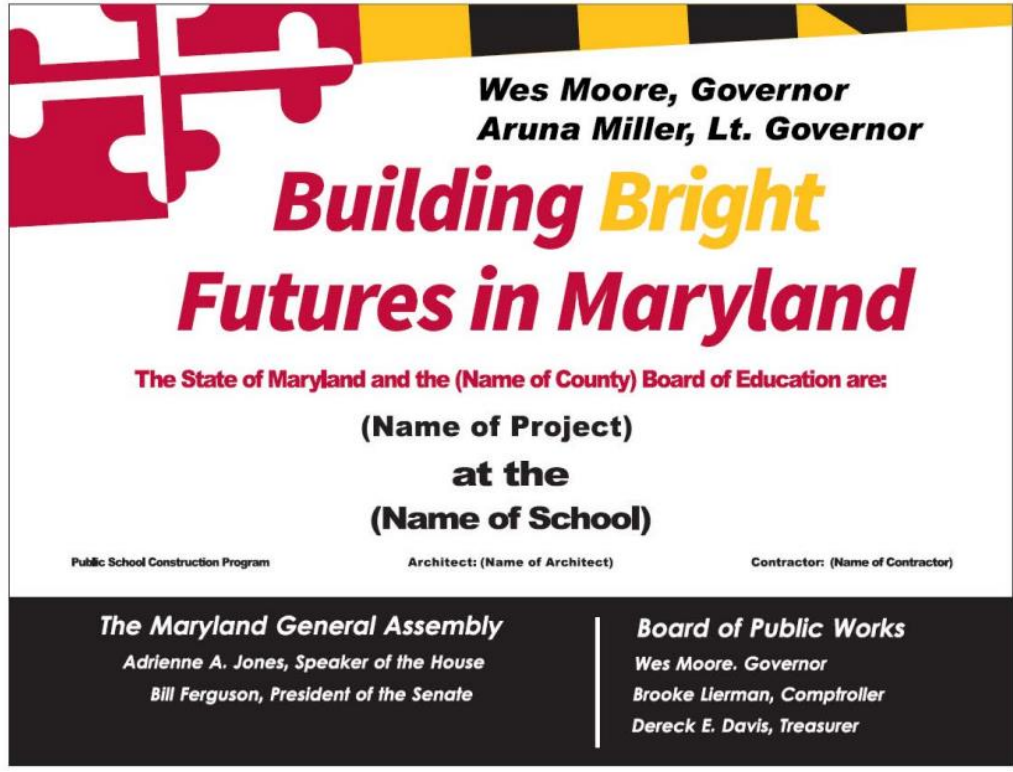


Funded by the  
**Charles County Commissioners**  
in partnership with the  
**Board of Education of Charles County**

County Construction Sign shall be a nominal 96” x 48” on 5/8” MDF or Alkyd protected plywood. Adjust name of sign to coincide with the project title and to State standards as listed below. Verify with CCPS project manager.

3.7 State Construction Sign Illustration: Shall be 96" x 72"

This has been revised and replaces previous Appendix E.



FOR SCHOOL CONSTRUCTION SIGN

The following appropriate language should be entered on the construction sign to describe the work for the specific project (or modified as required):

- Renovating
- Constructing an Addition and Renovating
- Constructing an Addition to
- Constructing a Replacement School for
- Constructing the New
- Constructing a Prekindergarten Addition at
- Renovating the Science Laboratories at
- Replacing the Roof at
- Replacing the Boilers at
- Replacing the Windows at
- Replacing the (other systemic) at

Use: "Replacing HVAC and Roof"

\*\*\* End of Section \*\*\*

SECTION 012300 R – ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the Base Bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
  - 1. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

- A. Coordination: Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
  - 1. The contractor shall coordinate all adjacent and/or related scopes of work and modify surrounding work as required to properly integrate the work under each Alternate, and to provide the complete scope of construction required by the Contract Documents.
  - 2. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.

- D. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

## PART 2 - PRODUCTS

Not Applicable

## PART 3 – EXECUTION

### 3.1 SCHEDULE OF ALTERNATES

- A. **Alternate No. 1:** Replace windows at Gymnasium and Locker Rooms

All work associated with the replacement of windows in the gymnasium, locker room and all associated supporting spaces as indicated on Architectural drawing A801 and as indicated herein.

NOTE: All window sizes must be verified to fit existing openings including perimeter frame fit over steel sash perimeter located between brick and concrete masonry units.

- B. **Alternate No. 2:** Replace Existing Louvers

All work associated with the replacement of louvers serving the existing unit ventilators and fan coil units. Refer to Drawing M001 for description of alternate and sizes / quantities of louvers for bidding purposes.

NOTE: All Louvers are intended to 'replace' existing louvers in same size as existing and must be field verified with respect to size (LxWxD). Provide proper securement. All Louvers in this Bid Alternate shall be pre-finished aluminum. Owner will select two colors for louvers; one color in brick areas and a second color for precast areas.

- C. **Alternate No. 3:** Remove and replace roof on Lawn Care Building

Existing Lawn Care Building (LCB) is located behind the school building and is separated by 40-feet of open area. The LCB is approximately 24-feet wide by 42-feet long and is a one story building. The existing roof is a smooth surface (mineral cap sheet) on built-up roof with tapered insulation forming a gable roof. Provide new roof with minimum R-30 tapered insulation with same 80-mil PVC roof as main school building. Provide new gutters (42-feet) each side with new downspout and cast-iron boot. Provide gutter protection from leaves and debris.

Remove existing light colored vertical vinyl siding and replace with new 'Z' - furring, flush face metal siding. Existing siding height is approximately 41" (to be field verified). Provide all new flashings to match.

All four sides of the existing LCB shall be cleaned with Sure-Kleen and power washed to remove weather staining.



View of Lawn Care Building - no scale.

END OF SECTION 012300-R

SECTION 012800-R - UNIT PRICES

PART 1 - GENERAL

1.1 SUMMARY

- A. This section includes administrative and procedural requirements for unit prices and quantity allowances.

1.2 DEFINITIONS

- A. Unit price is a price per unit of measurement for materials or services added to or deducted from the Contract Sum by appropriate modification, if estimated quantities of work required by the Contract Documents are increased or decreased.
- B. A quantity allowance is, unless otherwise specified herein, a stipulated quantity of work to be included in the Base Bid, or if so stated, in an Alternate Bid for areas or locations not indicated to receive such work. All quantity allowances have a corresponding unit price. The unit prices are to be inserted in the bid form.

1.3 PROCEDURES

- A. Unit prices include required labor, products, tools, equipment, plant and facilities, transportation, services and incidentals; applicable taxes and insurance; overhead and profit and bond.
- B. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.
- C. List of Unit Prices: A list of unit prices is included in Part 3. Specification Sections referenced in the schedule contain requirements for materials described under each unit price.

PART 2 - PRODUCTS

As required to complete the work.

## EXECUTION

### 2.1 LIST OF UNIT PRICES

A. Unit Price No. 1 – Reseal and re-insulate existing supply duct main.

1. Description: Based on the results of the pre-demolition TAB report, remove insulation from existing ductwork and re-seal/re-insulate per project specifications. This work shall also include the removal and re-installation of ceilings as required to access duct.
2. Unit of Measurement: Surface Area (SF) of duct
3. Bid Quantity Allowance: 50' of 30"x12" duct (i.e. 350 SF)

B. Unit Price No. 2 – Reseal and re-insulate existing supply branch duct.

1. Description: Based on the results of the pre-demolition TAB report, remove insulation from existing ductwork and re-seal/re-insulate per project specifications. This work shall also include the removal and re-installation of ceilings as required to access duct.
2. Unit of Measurement: Surface Area (SF) of duct
3. Bid Quantity Allowance: 50' of 12"x12" duct (i.e. 200 SF)

C. Unit Price #3 - Existing Roof Deck Scraping and Priming.

Description: Expect to encounter surface rusted metal deck areas and miscellaneous structural, within the roof system. Provide scraping and priming per Metal Decking specification.

For scraping and priming of more/less surface rusted areas of steel deck and framing than the five thousand (5,000) square feet carried in the Base Bid as outlined in Division 05 Section "steel Decking."

1. Unit of Measurement: Surface Area (SF) of metal roof deck.
2. Bid Quantity Allowance: five thousand (5,000) square feet

D. Unit Price #4 - Replacement of steel roof deck

Description: Expect to encounter rusted metal deck areas within the roof system. Provide new metal decking per Metal Decking specification.

For removal and replacement of more/less steel deck than the one thousand square feet (1,000 SF) carried in the Base Bid as outlined in Division 05 Section “steel Decking.”

1. Unit of Measurement: Surface Area (SF) of metal roof deck.
2. Bid Quantity Allowance: one thousand (1,000) square feet of removal and replacement.

END OF SECTION 012800



## SECTION 053100 - STEEL DECKING

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. This Section specifies requirements for the following Scope of Work:
  - 1. Replace deteriorated steel deck uncovered during demolition operations.
  - 2. Clean and prime surficially rusted areas of steel decking and framing uncovered during removal operations.
  - 3. Provide roof drain stiffening plates.

#### 1.2 UNIT PRICES

- A. Technical requirements for related Unit Price work are defined in this section. Refer to Division 01 Section "Unit Prices," for quantities to be carried in the Base Bid and provided on the Bid Form.

#### 1.3 SUBMITTALS

- A. Product Data: For each type of deck, accessory, and product indicated.
- B. Shop Drawings: Show layout and types of deck panels, anchorage details, reinforcing channels, pans, cut deck openings, special jointing, accessories, and attachments to other construction.
- C. Product certificates.
- D. Welding certificates.

#### 1.4 QUALITY ASSURANCE

- A. Welding: Qualify procedures and personnel according to AWS D1.3, "Structural Welding Code - Sheet Steel."
- B. AISI Specifications: Comply with calculated structural characteristics of steel deck according to AISI's "North American Specification for the Design of Cold-Formed Steel Structural Members."
- C. Verify profile of existing deck prior to ordering replacement panels.

#### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Protect steel deck from corrosion, deformation, and other damage during delivery, storage, and handling.

- B. Stack steel deck on platforms or pallets and slope to provide drainage. Protect with a waterproof covering and ventilate to avoid condensation.

## PART 2 - PRODUCTS

### 2.1 ROOF DECK

- A. Steel Roof Deck: Fabricate panels, without top-flange stiffening grooves, to comply with "SDI Specifications and Commentary for Steel Roof Deck," in SDI Publication No. 30, and with the following:
  1. Galvanized Steel Sheet: ASTM A 653/A 653M, Structural Steel (SS), Grade G60 zinc coating.
  2. Deck Profile: To match existing.
  3. Profile Depth: To match existing.
  4. Design Uncoated-Steel Thickness: 20-gauge

### 2.2 ACCESSORIES

- A. General: Provide manufacturer's standard accessory materials for deck that comply with requirements indicated.
- B. Fasteners for securing replacement roof deck panels and deck stiffening plates to overlapped deck: #10-16 x 1-inch, self-drilling, self-tapping screws, hex-head, either stainless steel or factory-treated, fluorocarbon-coated steel (in accordance with FM 4470 requirements) in order to prevent rusting. Fasteners shall be designed to penetrate structural steel over 1/4-inch thick.
- C. Fasteners for securing steel deck to structural framing: #14-14 self-drilling, self-tapping screws, 1-inch long, hex-head, fluorocarbon-coated steel (in accordance with FM 4470 requirements).
- D. Primer for steel framing: Rust-inhibitive industrial enamel primer by Sherwin Williams or accepted substitute. Primer shall be lead and chromate-free.
- E. Roof drain stiffening plates: Refer to Division 22 Section "Roof Drains"

## PART 3 - EXECUTION

### 3.1 GENERAL

- A. Decking found to be damaged, deteriorated, deflected or rusted must be reviewed by Owner or his Representative prior to roof system installation operations. Unsound steel deck panels shall be removed in their entirety. Partial panel replacement shall not be permitted.
- B. Contractor shall notify Owner of damaged or deteriorated structural framing uncovered during deck replacement operations prior to installation of replacement decking.

- C. Install deck panels and accessories according to applicable specifications and commentary in SDI Publication No. 30, manufacturer's written instructions, requirements in this Section, and as indicated.

### 3.2 INSTALLATION

- A. Place deck panels on supporting frame and adjust to final position with ends accurately aligned and bearing on supporting frame before being permanently fastened. Do not stretch or contract side-lap interlocks.
- B. Place deck panels flat and square and fasten to supporting frame without warp or deflection.
- C. Cut and neatly fit deck panels and accessories around openings and other work projecting through or adjacent to deck.
- D. Mechanical fasteners may be used in lieu of welding to fasten deck. Locate mechanical fasteners along centerline of framing members or top joist chord angles. Attach deck according to deck manufacturer's written instructions. In no case shall fasteners be spaced more than 6-inches on center.
- E. End Bearing: Install deck ends over supporting frame with a minimum end bearing of 1-1/2 inches.
- F. Laps: side laps shall be 3-inches, minimum. End laps shall be 6-inches minimum. Secure panel laps at 16-inches on center.

### 3.3 CLEANING AND PRIMING

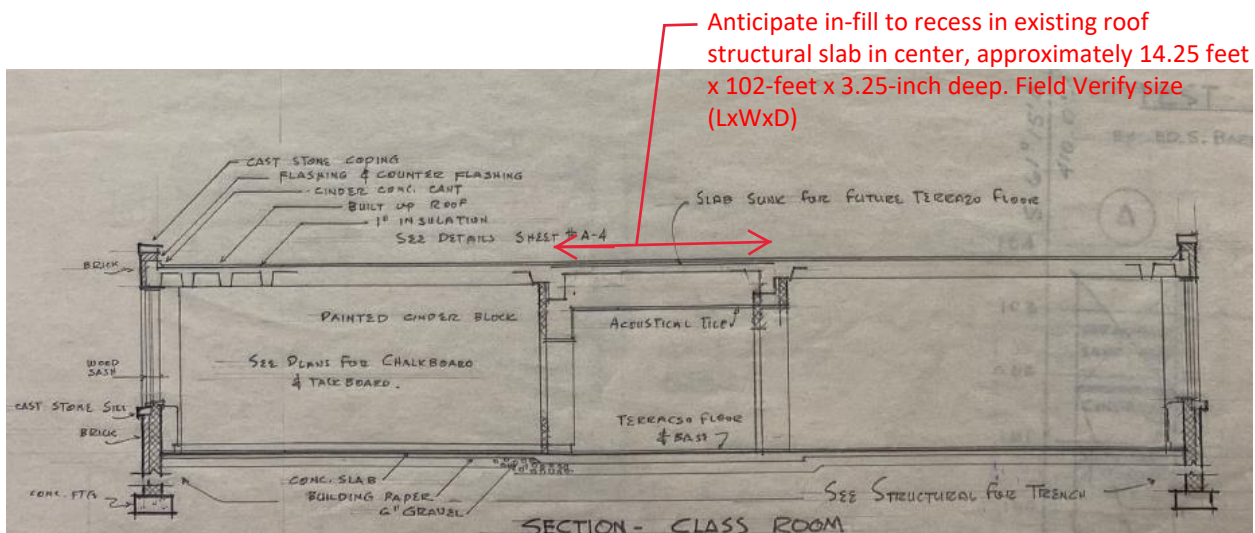
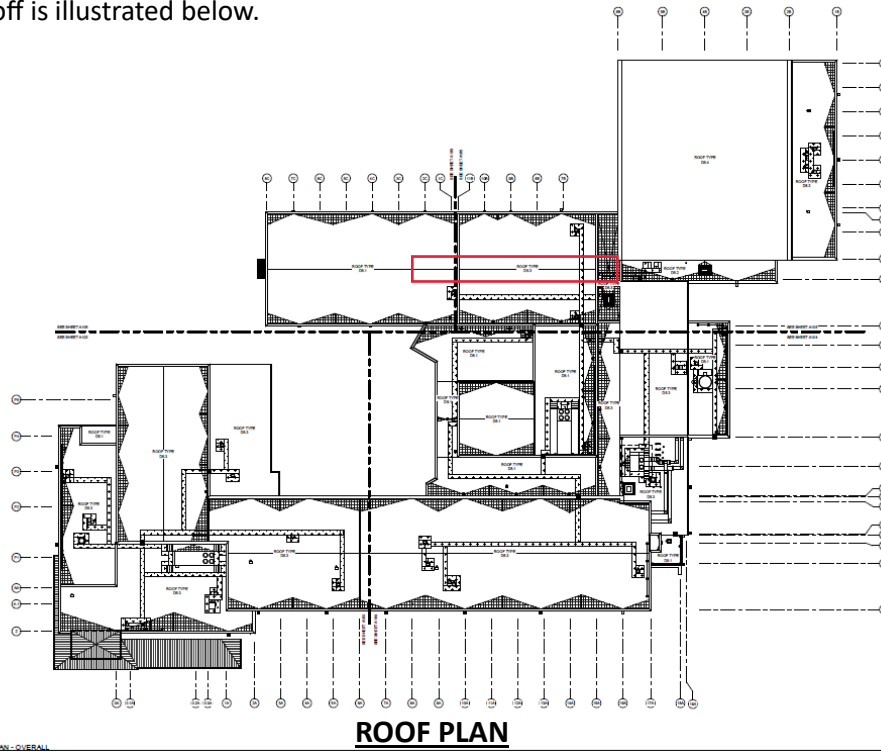
- A. Surficial rusted steel framing members (uncovered during deck removal work) and surficially rusted deck areas shall be mechanically cleaned of rust and scale according to Society for Protective Coating (SPC) SP-3 Standards and vacuumed clean.
- B. Apply alkyd primer to cleaned deck and framing member areas, by brush, at rate of approximately 300 square feet per gallon. Allow 1-2 hours drying time prior to deck/roofing installation.

END OF SECTION 053100

General Smallwood Middle School  
 HVAC and Roof Replacement  
 CCPS Bid # GSMSHR1-2426

**Bid Addendum 01 ~ Sketch BA01-01**  
**ROOF REPLACEMENT CLARIFICATION**

Amend Drawing pages AR101, AD101, and A105 to anticipate additional roof system tear-off and replacement to accommodate an original roof slab depression for future construction. Location of additional tear-off is illustrated below.



**A-A GENERAL SECTION THROUGH REAR WING**