



# ADDENDUM NO. 1

<b>Client / Facility:</b> City of Greenville	<b>TEG Project No.:</b> 20200132
<b>Project Name:</b> Convention Center Replacement of EPDM Roofs	<b>Client Project No.:</b> n/a
<b>Addendum Date:</b> January 27, 2021	<b>For Bids Due On:</b> 2-16-2021

**Corporate Office**  
 324 Evans St  
 Greenville  
 NC 27858  
**Tel** 252.758.3746  
**Fax** 252.830.3954

**Raleigh Office**  
 4325 Lake Boone Trail  
 Suite 311  
 Raleigh  
 NC 27607  
**Tel** 919.784.9330  
**Fax** 919.784.9331

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This Addendum has become a part of the drawings and specifications for the above project.

Each Contractor shall be responsible for notifying their subcontractors and material suppliers of the contents of this Addendum.

Revised or newly issued drawings contained in this Addendum shall supersede and shall take precedence over any conflicting information in the original drawings. Revised or newly issued specifications contained in this Addendum shall supersede and shall take precedence over any conflicting information in the original specifications.

**Pre-bid conference and site visit requirements have been revised in:**  
**“SECTION 00100 - INVITATION TO BID” and**  
**“Advertisement for Bids”**

Refer to the following documents

**SECTION 00100 - INVITATION TO BID – revised 1-27-21**

Sealed bids will be received by The City of Greenville up until **4:00 pm February 16, 2021** at the reception counter of the City of Greenville Public Works Facility, 1500 Beatty Street, Greenville, NC 27834 for furnishing all labor, materials and equipment entering into the construction of the **City of Greenville, Convention Center Replacement of EPDM Roofs** project in accordance with the documents prepared by The East Group, PA.

The City of Greenville will follow “Informal Bidding Procedures” for this project. Proposals will be privately opened, and a certified tabulation of the proposals will be made available after contract has been awarded.

The basis of the contract will be a Single Prime General Contract.

***A Pre-Bid Conference will be held at 2:00 pm February 2, 2021***

*Attendance at the pre-bid conference is not mandatory, but is strongly encouraged.*

*In order to minimize impact on the Vaccine activities occurring at the Convention Center, the pre-bid conference and associated parking will occur at the adjacent Hilton Hotel. Please enter via Landmark Street, park, and enter the Hilton from the rear. Someone will be posted at the rear entrance to direct attendees to the pre-bid conference meeting room. See attached aerial image.*

***A site visit will be held after the Pre-Bid Conference. Attendance at the site visit is not mandatory, but is strongly encouraged. The attendees will be conducted by City of Greenville personnel to the rear entrance of the Convention Center, and to the internal roof access ladder. Additional site visits will be available on February 9, 2021 by appointment. Parking and access for these 2-9-21 site visits will be as stated above for the pre-bid conference.***

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A Bid Bond in the amount of 5% of the base bid will be required with each bid.

The Owner reserves the right to reject any or all bids and waive any and all defects and informalities in the submission of any bid.

**END OF SECTION 00100**

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Lump sum proposals will be received for the following:

- Single Prime Bids will also be received for all Contract work

Complete Plans, Specifications and Contract Documents will be available free from the City of Greenville’s Website.

All questions regarding plans are to be referred to the architect of record, **Richard Johnson AIA** of The East Group, P.A. via email at **Richard.johnson@eastgroup.com**.

The Owner reserves the right to reject any and/or all bids and to waive any and all defects and informalities in the submission of any bid.

Abbreviated Written Summary: Briefly and without force and effect upon the contract documents, the work of the Prime Contracts can be summarized as follows:

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The installation of additional rigid insulation, cover board, and single ply membrane roofing over the existing EPDM roofing areas. The work will include new coping, gutters, downspouts, and misc flashing and accessories as shown or specified.

All contractors must be properly licensed under the State Laws governing their respective trades.

All contractors are advised that the Owner has a minority and women participation policy for construction projects. Refer to the specifications for a detailed description of this policy.

The Owner reserves the right to reject any and/or all bids and to waive any and all defects and informalities in the submission of any bid.

Each proposal shall be accompanied by a cash deposit or a certified check drawn on some bank or trust company insured by the Federal Deposit Insurance Corporation, of an amount equal to not less than 5 percent of the proposal. In lieu thereof a bidder may offer a bid bond of 5 percent of the bid executed by a surety company licensed under the Laws of North Carolina to execute such bond conditioned that the surety will upon demand forthwith make payment to the obligee upon said bond if the bidder fails to execute the contract in accordance with the bid bond, and upon failure to forthwith make payment, the surety shall pay to the obligee an amount equal to double the amount of said bond. Said deposits shall be retained by the Owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten days after the award or to give satisfactory surety as required by law.

Performance and Payment Bond will be required for one hundred percent (100%) of the contract price.

Payment will be made on the basis of ninety percent (90%) of monthly estimates and final payment made upon completion and acceptance of work.

A contractor Reference Form, listing 3 client references of similar work is required.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days.

The Owner encourages the participation of MBE and WBE firms. Refer to the project manual for specific requirements.

Signed: Denisha Harris,  
Financial Services Manager  
City of Greenville

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**ENTER**



**HILTON**



**LANDMARK**



**Greenville North Carolina Convention Center**



ALT 43

Brimley Dr

Hooker Rd

Hartford St

Greenville Blvd SW

