

ARCHITECT'S ADDENDUM

Addendum Number: 02

Date: 02.23.16  
Prepared By: Michael Perez  
Cordogan, Clark & Associates

RE: Kane County KBC Roofing  
CCA Project No.: 15431

To: Prospective Bidders

Subject: Addendum No. 02 to the Construction Documents for the Kane County KBC Roofing project.

This Addendum forms a part of the Construction Documents and modifies the original Construction Documents, dated 02.09.16. Acknowledge receipt of this Addendum in space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

THE FOLLOWING ITEMS ARE TO BE INCLUDED IN THE PROPOSAL.

Clarifications to the Specifications:

1. Section 004000 – Kane County Offer to Contract Bid Form – REVISE section D Schedule of Alternates, "Alternate #3" to read as follows:

**Alternate #3:** The Owner is requesting alternate pricing to the base bid to install an additional 2" of polyisocyanurate insulation over the existing to remain insulation for Roof Area C. Include the membrane installation cost for Roof "C" in Alternate #3.

\$ \_\_\_\_\_  
Add/Deduct/No  
Change"

2. Section 012300 – Alternates, Part 3 – Execution, 3.1, REVISE subsection A, "Alternate #3" to read as follows;

**Alternate #3:** The Owner is requesting alternate pricing to the base bid to install an additional 2" of polyisocyanurate insulation over the existing to remain insulation for Roof Area C. Include the membrane installation cost for Roof "C" in Alternate #3.

ATTACHMENTS: Revised Bid Form  
End of Addendum No. 02

**KANE COUNTY  
OFFER TO CONTRACT BID FORM**

**Kane County – Bid Number 08-016 – KBC Roof Project  
540 S. Randall Road, St. Charles, Illinois.**

**Bid Due Time & Date: 1:30 p.m., February 25, 2016**

To: County of Kane (Purchasing Department)  
Kane County Government Center, Bldg. A, 2<sup>nd</sup> Floor, Room 210  
719 S. Batavia Ave.  
Geneva, IL 60134

**Bidders shall provide ONE original Bid Form and TWO copies with their Bid.**

The following offer is hereby made to the County of Kane, Illinois, hereafter called the Owner.

**A. GENERAL**

OFFER TO CONTRACT FOR BID PACKAGE NUMBER: \_\_\_\_\_

BID PACKAGE NAME: \_\_\_\_\_

SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

TO: Kane County

The undersigned having carefully examined the Contract Documents consisting of the following: Specifications (Inclusive of all Sections and Exhibits); Drawings; and Addenda, if any. All as prepared by Cordogan Clark & Associates, which Contract Documents form a component part of this Proposal, and having examined the premises and conditions affecting the work, proposes to furnish all labor and materials required for the Contractor as follows:

**B. BASE BID**

BASE PROPOSAL: In accordance with Drawings and Specifications for general contract including all divisions of work as indicated in Work Included in the Specifications for as shown in the drawings.

BASE BID AMOUNT: LUMP SUM \$ \_\_\_\_\_

AS WRITTEN: \_\_\_\_\_

The undersigned understands that this proposal is for the work fully described in the specifications and individual Bid Package scope of work thereafter for which the proposal is intended.

**C. ADDENDA**

I acknowledge receipt of the following Addenda:

No. \_\_\_\_\_ Date \_\_\_\_\_ No. \_\_\_\_\_ Date \_\_\_\_\_

No. \_\_\_\_\_ Date \_\_\_\_\_ No. \_\_\_\_\_ Date \_\_\_\_\_

**D. SCHEDULE OF ALTERNATES**

The selected alternates will be used to determine the lowest qualified Bid for this Bid Package. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment and all alternates shall be inclusive of contractor overhead and profit regardless of whether additive or deductive. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within 90 days of the Notice of Award unless otherwise indicated in the Contract Documents.

Bidder is required to note if alternate is additive, deductive, or no change from base bid amount. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE." If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE." The Bidder shall be responsible for determining from the Contract Documents the affects of each alternate on the Contract Time and the Contract Sum. Acceptance or non-acceptance of any alternates by the Owner shall have no affect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.

**ALTERNATE #1** The Owner is requesting alternate pricing to the base bid to install an additional 2" of polyisocyanurate insulation over the existing to remain insulation for "Roof Area A". The membrane installation cost is in the base bid.

\$ \_\_\_\_\_  
Add/Deduct/No  
Change

**ALTERNATE #2** The Owner is requesting alternate pricing to the base bid to install a TPA roofing membrane in lieu of EPDM roofing membrane for Roof Area A and Roof Area C. Existing insulation to remain. Alternate added insulation is only to be factored in Alternate #1(Area A) and Alternate #3 (Area C).

\$ \_\_\_\_\_  
Add/Deduct/No  
Change

**ALTERNATE #3** The Owner is requesting alternate pricing to the base bid to install an additional 2" of polyisocyanurate insulation over the existing to remain insulation for Roof Area C. Include the membrane installation cost for Roof "C" in Alternate #3.

\$ \_\_\_\_\_  
Add/Deduct/No  
Change

**E. VOLUNTARY ALTERNATES**

The Contractor is encouraged to provide Voluntary Alternates. If Contractor elects to do so, it must be a modification to the Base Bid and shall not be included in the Base Bid. The selected alternates will be used to determine the lowest qualified Bid for this Bid Package. Any alternates not specifically outlined on the Bid Proposal Form shall be submitted in the form outlined below. Failure to do so may result in the rejection of the bid. A separate sheet can be included with the bid form, if required.

Voluntary Alternate #01 \_\_\_\_\_ \$ \_\_\_\_\_  
 Add/Deduct/No Change

Voluntary Alternate #02 \_\_\_\_\_ \$ \_\_\_\_\_  
 Add/Deduct/No Change

**F. ALLOWANCES**

N/A

**G. SCHEDULE OF VALUES**

The following Schedule of Values shall be furnished for verification of scope of work, establish unit prices, and determine base bid. All unit costs are to include equipment, material, and labor costs, including overhead and profit. See Specification Section 012100 for description and assignment of allowances. Bidder must quote on all items called for in the Bid Proposal relative to their scope of work and / or bid package. Bidder is also required to email the Schedule of Values and Unit Pricing in Microsoft Excel (.XLS) electronic format one to 24 hours after bid due date but no earlier or later to Brian Kronewitter (bkronewitter@cordoganclark.com). Bidders may attach a printed copy of the Schedule of Values in lieu of handwriting each entry.

<u>ITEM</u>	<u>DOLLAR AMOUNT</u>
Labor	_____
Material	_____
Equipment	_____
Performance Bond	_____
General Conditions / OH & Profit	_____
Total Base Bid Amount	_____

**H. UNIT PRICES**

All unit cost below shall be filled out for the Prime Contractor responsible for the individual items in their scope of work and are to include equipment material and labor costs, including bonding, overhead and profit. Bidder must quote on all items called for in their bid package. This form is required to be attached to the Bid Form. The undersigned Bidder proposes the amounts below be added to or deducted from the Contract Sum on performance and measurement of the individual items of Work and for adjustment of the quantity given in the Unit-Price Allowance for the actual measurement of individual items of the Work. If the unit price does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."

Bidder is also required to email the Schedule of Values and Unit Pricing in Microsoft Excel (.XLS) electronic format one to 24 hours after bid due date but no earlier or later to bkronewitter@cordoganclark.com. Bidders may attach a printed copy of the Unit Prices in lieu of handwriting each entry.

- |    |   |    |       |
|----|---|----|-------|
| 1. | EPS Insulation Replacement (Match existing thickness) | SF | _____ |
| 2. | Roof Drain Strainer Replacement                       | EA | _____ |
| 3. | Wood Blocking   | LF | _____ |
| 4. | Pre-finished Aluminum Coping (Match Existing)         | LF | _____ |
| 5. | Abandoned Exhaust Fan Removal/Capping                 | EA | _____ |
| 6. | Abandoned Vent Pipe Removal/Capping                   | EA | _____ |

**I. PERSONNEL / SCHEDULE**

Average Size of Crew Anticipated \_\_\_\_\_

Staff \_\_\_\_\_

Identify Lead Time of Major Equipment after Shop Drawing Approval \_\_\_\_\_ Weeks

List Major Equipment \_\_\_\_\_

If the Bidder is not in agreement with the Project Schedule in the specifications, attach a schedule indicating the subcontractors proposed timeline for discussion purposes. The schedule compliance shall be factored into the qualification for award of the contract.

**J. BID SECURITY**

Accompanying the proposal is a Bid Bond or (Certified Check) as surety in the amount of not less than 5% of the Base Bid payable to the Owner, which it is agreed will be forfeited if the undersigned fails to execute the Contract in conformity with Specifications and Furnish Performance and Labor and Material Payment Bonds as specified within ten (10) days after notification of the award of the Contract to the undersigned

**K. PERFORMANCE / PAYMENT BOND**

The undersigned agrees to provide an acceptable Performance and Labor and Material Payment Bonds, in accordance with AIA Document A311, in the amount of 100% of the Base Bid of which the cost of the Bonds are included in the Bid.

**L. ATTACHMENT**

The undersigned acknowledges that he has read and understands the CERTIFICATE OF ELIGIBILITY TO BID attached to this Bid Form and signed and attested thereto. The undersigned further acknowledges that said CERTIFICATE OF ELIGIBILITY is a part of the Contract Documents and will be attached to the Agreement.

**M. REJECTION AND WITHDRAWAL OF BID**

The Owner reserves the right to accept or reject any or all of the above proposals.

**N. TIME OF COMPLETION**

The undersigned agrees, if awarded the Contract, to begin work immediately upon notification by the Architect. The undersigned agrees, if awarded the Contract, to complete the work within the time frame specified in Specification Section 003000.

**THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE BID AND THE RESPONSE.**

Signature \_\_\_\_\_ Typed Signature \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Federal I.D./Social Security # \_\_\_\_\_ Date \_\_\_\_\_

**ACCEPTANCE**

The Offer is hereby accepted for the **Kane County KBC Roof Project**.

The Contractor is bound to sell the materials and services listed in the attached contract documents and based upon the Invitation to Bid, including all terms, conditions, specifications, amendments, and the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as Contract Number 08-016. The Contractor has been cautioned not to commence any billable work or to provide any materials or services until this Contractor receives a purchase order and or notice to proceed.

\_\_\_\_\_  
Christopher J. Lauzen  
Chairman, County Board  
Kane County, Illinois

\_\_\_\_\_  
Date

**CERTIFICATE OF ELIGIBILITY TO BID**

The Bidder/Contractor certifies that the Contractor is not barred from bidding on the contract as a result of a conviction for either bid-rigging or bid rotating under Article 33E of the Criminal Code of 1961. The Bidder/Contractor acknowledges that this certificate is a part of the Contract Documents and will be attached to the Owner/Contractor Agreement.

Date: \_\_\_\_\_ Firm Name: \_\_\_\_\_

Official Address: \_\_\_\_\_

\_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_ Position: \_\_\_\_\_

Where Bidder is a Corporation, add:

Attest: \_\_\_\_\_  
(Secretary) (Seal)

Subscribed and Sworn to Before Me this \_\_\_\_\_ day of \_\_\_\_\_, 2016

My Commission Expires: \_\_\_\_\_  
Notary Public

\_\_\_\_\_, 20\_\_ \_\_\_\_\_  
Address

**RELEVANT EXPERIENCE VERIFICATION FORM**

Attach additional sheets as required to complete this form in its entirety. Additionally, Bidder is also required to furnish with their bid the Prequalification Form AIA A-305.

List of all similar projects (and contract value) contracted with the Bidder that have been completed within the last 5 years.

---

---

---

---

---

List of all similar projects completed for government institutions over the last 5 years that were contracted with the Bidder.

---

---

---

---

---

List of five government institution references where similar work was contracted with and installed by the Bidder. Include organization name, contact name, phone, email, and any pertinent project details if not included w/ the above project experience lists.

---

---

---

---

---

What work (be specific – field installation labor, administrative, etc. and % of total contract) is self performed and what is subcontracted under their contract as defined by the scope of work?

---

---

---

List staffing (quantities, title, roles) assigned to complete this project in the timeline outlined in Section 003000.

---

---

---

List of Key Personnel to be involved in this project (include title/responsibilities)

---

---

---

List of Current Workload and Status (projected through 2016)

---

---

---

Is the Contractor currently involved in or has been involved in litigation in the past 5 years?

Yes \_\_\_\_\_ No \_\_\_\_\_

If marked yes, please list each instance and provide a brief description including the relevant parties and its resolution or status below (use extra sheets if necessary):

---

---

---

Signature: \_\_\_\_\_

Printed Name & Position: \_\_\_\_\_

Date: \_\_\_\_\_ Firm Name: \_\_\_\_\_

Official Address: \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_