



RFB FOR CURRITUCK FAMILY YMCA PARTIAL ROOF REPLACEMENT

Date: October 15, 2025

To: Prospective Bidders

From: Trischa Quinlan, Contracts & Purchasing Agent, County of Currituck

Subject: Addendum No. 1 to RFB for Currituck Family YMCA Partial Roof Replacement

This Addendum forms a part of the Contract Documents and modifies the Bidding documents dated September 24, 2025, with amendments and additions noted below. This Addendum must be acknowledged on the Bid Form. Failure to acknowledge receipt of Addendum No. 1 may result in your submission being declared non-responsive.

On October 8, 2025, a pre-bid meeting was held for the project with prospective bidders. The meeting began at the Currituck Family YMCA front entrance. Representatives from six contracting companies were present.

The following companies were represented:

- Sussex Development
- B4M Roofing
- DLT Roofing
- Owens Roofing Inc
- Virginia Drywall & Exterior Insulation Finish Systems, Inc
- Sea Thru Construction

Also present were representatives from County of Currituck's Purchasing, Public Works, and Engineering Departments, and a representative from REI Engineers.

The meeting began with a brief presentation regarding the bid process and the submission and due date requirements, as well as an explanation of the Instructions to bidders, focusing on the bid bonds and two-envelope bid system by Trischa Quinlan, Contracts & Purchasing Agent, for County of Currituck.

Lloyd Bolick with REI Engineers, explained that the roof continues leaking after being repaired numerous times. The scope of work would include gutters and downspouts remaining the current size. Dormers and trims will need to go back as is. The dormers would be skinned and the vent in one dormer that is related to the HVAC system will need to stay in place to allow continuous use of the system. The roof will be removed down to the insulation, which will stay in place unless there is water damage. The Allowances specifications section of the bid package addresses the replacement of insulation if necessary. The age of the roof was questioned.

Michelle Perry, Engineer for County of Currituck disclosed that the roof is original to the build in 2011. The difficulty of matching the color of the new roof to the existing was acknowledged.

Discussion amongst the group took place questioning access to the roof, work hours, fencing, and laydown area.

Access to the roof will be from the back of the building. There will be no restrictions on work hours for contractors as the work area is on the exterior of the building and accessible. Temporary fencing is required to protect the site. Preconstruction pictures of the location where work is being done and equipment is being used are recommended.

There is not a projected budget for this project.

Bidder Questions:

1. Where will the contractor stage materials?

Answer: In the grassy fenced area beside the pool.

2. Where will a dumpster and portable restroom be permitted?

Answer: The parking lot at the rear of the building near the staging area. Access will need to remain open to fire lane, dumpster, and utility room.

3. Whose existing roof system is in place?

Answer: The original roofing system is Sentrigrard.

4. How does the attic ventilate?

Answer: There is not an attic. The building has an open ceiling to the roof.

5. I want to make sure I am understanding the scope right. I have give or take 115 SQ of Demo existing roof panels.

Answer: This is accurate.

6. It will probably be better to roll over the existing ice and water due to it probably being bonded with the insulation from years prior.

Answer: The existing barrier is not bonded. It is a woven polyethylene. The new self-adhered barrier should be adhered to the face of the insulation.

7. I am providing a DMI panel to match existing. I am also providing new ridge cap rake and sidewall trim along with associated fascia. I am also providing new gutters, downspouts, and eave fascia. Please confirm that this is the SOW for the project.

Answer: All roofing, trim, flashing and drainage components are being removed west of the ridge, a new ridge cap is also required.

8. What is the expected start date?

Answer: The County will coordinate with the awarded contractor on the desired start date. The expected start date will be between mid-November to January 6.