

ADDENDUM #1 – FEBRUARY 6, 2024

**RE: SEASCAPE REGIONAL CENTER REROOF
Project #23.60**

**FROM: HGE ARCHITECTS, Inc.
333 South 4th Street
Coos Bay, Oregon 97420
541-269-1166**



TO: Prospective Bidders

This Addendum forms a part of the Contract Documents and modifies the original Documents dated January 2024, as noted below. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

This Addendum consists of **TWO (2)** page(s) together with the following attachments:

- **Section 00-2113 Instructions to Bidders**
- **AIA Document A701-2018: Instructions to Bidders**
- **Section 00-2210 Supplementary Instructions to Bidders**
- **Section 00-5000 Contracting Forms & Supplements**
- **Substitution Request Form (During Bidding Phase)**
- **Section 07-2100 Thermal Insulation**

- Plan Holders List dated February 6, 2024 – For Reference Only

INFORMATIONAL:

1. See below for bid date change.
2. An alternative roof assembly is being prepared, utilizing a “flute fill” insulation system with bonding plates in lieu of the plywood sheathing as currently designed, and will be issued in the next addendum as an alternative Bid Schedule.

CHANGES TO PROJECT MANUAL:

1. **Section 00-0110 Table of Contents:**
 - a. **Paragraph 1.01: ADD:**
 - i. “00-2113 – Instructions to Bidders”
 - ii. “AIA Document A701-2018: Instructions to Bidders”
 - iii. “00-2210 – Supplementary Instructions to Bidders”
 - iv. “00-5000 - Contracting Forms & Supplements”
 - v. “Substitution Request Form (During Bidding Phase)”
 - b. **Paragraph 2.03: ADD “07-2100 - Thermal Insulation”.**

2. **Section 00-1113 Advertisement for Bids:** CHANGE bid closing time to “4:00 P.M., Tuesday, February 27, 2024.”
3. **Section 00-2113 Instructions to Bidders:** ADD entire section and AIA Document A701-2018: Instructions to Bidders, both attached.
4. **Section 00-2210 Supplementary Instructions to Bidders:** ADD entire section, attached.
5. **Section 00-5000 Contracting Forms & Supplements:** ADD entire section and Substitution Request Form, both attached.
6. **Section 07-2100 Thermal Insulation:** Construction Drawings (roof assemblies and details) reference batt insulation to fill cavity between existing metal roof and plywood deck. ADD entire section, attached.

CHANGES TO DRAWINGS:

1. **Sheet A2.1 – Roof Plan:** Keynote 6, after “Comply with Plumbing Code,” ADD “Refer to Detail 1/A5.2”.
2. **Sheet A5.1 – Roof Details:**
 - a. **Detail 3 – Roof-Wall Juncture:**
 - i. ADD note, “(E) 6” 16ga. steel studs @ 16” O.C.”
 - ii. CHANGE note “PVC-coated drip edge w/ factory welded skirt” to “PVC-coated stainless steel drip edge w/ factory welded skirt”.

END OF ADDENDUM #1

**SECTION 00-2113
INSTRUCTIONS TO BIDDERS**

SUMMARY

1.01 SEE AIA DOCUMENT A701 (2018 EDITION), INSTRUCTIONS TO BIDDERS, FOLLOWING THIS SECTION.

1.02 RELATED DOCUMENTS

- A. Document 00-1113 - Advertisement for Bids.
- B. AIA Document A701 - 2018 Instructions to Bidders
- C. Document 00-2210 - Supplementary Instructions To Bidders
- D. Document 00-4100 - Bid Form.

INVITATION

2.01 BID SUBMISSION

- A. See Section 00-1113 - Advertisement for Bids.
- B. Offers submitted after the bid time shall be returned to the bidder unopened.
- C. Offers will be opened privately after the time for receipt of bids.
- D. Amendments to the submitted offer will be permitted if received in writing prior to bid closing and if endorsed by the same party or parties who signed and sealed the offer.

BID DOCUMENTS AND CONTRACT DOCUMENTS

3.01 DEFINITIONS

- A. Bid Documents: Contract Documents supplemented with Advertisements for Bids, Instructions to Bidders, Bid Form, Supplements To Bid Forms and Appendices and Bid Securities identified.
- B. Contract Documents: Defined in Project Manual including issued Addenda.

3.02 AVAILABILITY

- A. Bid Documents may be obtained from the Architect's office: HGE Architects, Inc., 333 South 4th Street, Coos Bay, OR 97420.
- B. One sets of Bid Documents can be obtained by general contract bidders free of charge upon receipt of a refundable deposit, by cash or check, in the amount of \$50 for one set.
- C. Deposit will be refunded if Bid Documents are returned complete, undamaged, unmarked and reusable, within 7 days of bid submission. Failure to comply will result in forfeiture of deposit.
- D. Architects website document access:

1. PDF digital copies of these documents are also available to Bidders via Architect's website at www.hge1.com. Bidders must contact Architect's office for registration and access instruction.
 2. General Contractors must contact the architect's office, by phone or email, and register in order to submit a bid and may be disqualified if they are not registered on the architect's plan holders list.
 3. Such registration will assure the contractor that they will be notified during the bidding phase of addendums and other critical information.
- E. Bid Documents are made available only for the purpose of obtaining offers for this project. Their use does not grant a license for other purposes.

3.03 EXAMINATION

- A. Bid Documents may be viewed at the Architect's office: HGE Architects, Inc., 333 South 4th Street, Coos Bay, OR 97420, and various plan centers.
- B. Upon receipt of Bid Documents verify that documents are complete. Notify Architect should the documents be incomplete.
- C. Immediately notify Architect upon finding discrepancies or omissions in the Bid Documents.

3.04 INQUIRIES/ADDENDA

- A. Direct questions to Architect's office, telephone 541-269-1166.
- B. Direct questions to Architect: telephone (541) 269-1166; fax (541) 269-1833; email general@hge1.com.
- C. Addenda may be issued during the bidding period. All Addenda become part of Contract Documents. Include resultant costs in the Bid Amount. Addendums will be prepared and distributed by the Architect.
- D. Addenda will be sent to all plan holders on the Architect's Plan Holders List via email. A Bidder's failure to request to be put on the Plan Holders List, or accurately submitting a proper email address, or Architect not obtaining a proper email address, will not excuse the Bidder from obtaining any and all addenda.
- E. Verbal answers are not binding on any party.
- F. Clarifications requested by bidders must be in writing not less than 7 days before date set for receipt of bids. The reply will be in the form of an Addendum, a copy of which will be forwarded to known recipients and all entities listed on Architect's Plan Holders List.

3.05 PRODUCT/ASSEMBLY/SYSTEM SUBSTITUTIONS

- A. Where the Bid Documents stipulate a particular product, substitutions will be considered up to 10 days before receipt of bids.
- B. Submit substitution requests by completing the Substitution Request Form; see this section for additional information and instructions. Use only this form; other forms of submission are unacceptable.
- C. Submit substitution requests by completing the form in Section 00-5000.
- D. When a request to substitute a product is made, Architect may approve the substitution and will issue an Addendum to known bidders.

- E. The submission shall provide sufficient information to determine acceptability of such products.
- F. Provide complete information on required revisions to other work to accommodate each proposed substitution.
- G. Provide products as specified unless substitutions are submitted in this manner and accepted.

SITE ASSESSMENT

4.01 SITE EXAMINATION

- A. Examine the project site before submitting a bid.

BID SUBMISSION

5.01 SUBMISSION PROCEDURE

- A. Bidders shall be solely responsible for the delivery of their bids in the manner and time prescribed.

5.02 BID INELIGIBILITY

- A. Bids that are unsigned, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations, or irregularities of any kind, may at the discretion of the Owner, be declared unacceptable.
- B. Bid Forms, Appendices, and enclosures that are improperly prepared may, at the discretion of Owner, be declared unacceptable.

BID ENCLOSURES/REQUIREMENTS

6.01 BID FORM REQUIREMENTS

- A. Complete all requested information in the Bid Form and Appendices.

OFFER ACCEPTANCE/REJECTION

7.01 ACCEPTANCE OF OFFER

- A. Owner reserves the right to accept or reject any or all offers.

END OF SECTION

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AIA® Document A701® – 2018

Instructions to Bidders

for the following Project:
(Name, location, and detailed description)

23.60 Seascape Regional Center Reroof

Work on this Contract includes reroofing the entire roof of the Seascape Regional Center building, approximately 32,500 SF. The roofing system consists of plywood sheathing over existing metal roof, vapor barrier, rigid insulation, roof cover board, and PVC roofing membrane. Work also includes extending roofing up parapet walls, minor carpentry work, installing roof drains, and other work as described in the Construction Documents.

THE OWNER:
(Name, legal status, address, and other information)

Seascape Regional Center
98158 West Benham Lane
Brookings, OR 97415

THE ARCHITECT:
(Name, legal status, address, and other information)

HGE ARCHITECTS, Inc.
333 South 4th Street
Coos Bay, OR 97420
Telephone Number: 541.269.1166
Fax Number: 541.269.1833

TABLE OF ARTICLES

- 1 **DEFINITIONS**
- 2 **BIDDER'S REPRESENTATIONS**
- 3 **BIDDING DOCUMENTS**
- 4 **BIDDING PROCEDURES**
- 5 **CONSIDERATION OF BIDS**
- 6 **POST-BID INFORMATION**
- 7 **PERFORMANCE BOND AND PAYMENT BOND**
- 8 **ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS**

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

FEDERAL, STATE, AND LOCAL LAWS MAY IMPOSE REQUIREMENTS ON PUBLIC PROCUREMENT CONTRACTS. CONSULT LOCAL AUTHORITIES OR AN ATTORNEY TO VERIFY REQUIREMENTS APPLICABLE TO THIS PROCUREMENT BEFORE COMPLETING THIS FORM.

It is intended that AIA Document G612™–2017, Owner's Instructions to the Architect, Parts A and B will be completed prior to using this document.

ARTICLE 1 DEFINITIONS

§ 1.1 Bidding Documents include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consist of the advertisement or invitation to bid, Instructions to Bidders, supplementary instructions to bidders, the bid form, and any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement's Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

§ 1.2 Definitions set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.

§ 1.3 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.

§ 1.4 A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

§ 1.5 The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in Alternate Bids.

§ 1.6 An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from, or that does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

§ 1.7 A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bidding Documents.

§ 1.8 A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

§ 1.9 A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment, or labor for a portion of the Work.

ARTICLE 2 BIDDER'S REPRESENTATIONS

§ 2.1 By submitting a Bid, the Bidder represents that:

- .1 the Bidder has read and understands the Bidding Documents;
- .2 the Bidder understands how the Bidding Documents relate to other portions of the Project, if any, being bid concurrently or presently under construction;
- .3 the Bid complies with the Bidding Documents;
- .4 the Bidder has visited the site, become familiar with local conditions under which the Work is to be performed, and has correlated the Bidder's observations with the requirements of the Proposed Contract Documents;
- .5 the Bid is based upon the materials, equipment, and systems required by the Bidding Documents without exception; and
- .6 the Bidder has read and understands the provisions for liquidated damages, if any, set forth in the form of Agreement between the Owner and Contractor.

ARTICLE 3 BIDDING DOCUMENTS

§ 3.1 Distribution

§ 3.1.1 Bidders shall obtain complete Bidding Documents, as indicated below, from the issuing office designated in the advertisement or invitation to bid, for the deposit sum, if any, stated therein.

(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall obtain Bidding Documents.)

See Advertisement for Bids.

§ 3.1.2 Any required deposit shall be refunded to Bidders who submit a bona fide Bid and return the paper Bidding Documents in good condition within ten days after receipt of Bids. The cost to replace missing or damaged paper documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder's deposit will be refunded.

§ 3.1.3 Bidding Documents will not be issued directly to Sub-bidders unless specifically offered in the advertisement or invitation to bid, or in supplementary instructions to bidders.

§ 3.1.4 Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

§ 3.1.5 The Bidding Documents will be available for the sole purpose of obtaining Bids on the Work. No license or grant of use is conferred by distribution of the Bidding Documents.

§ 3.2 Modification or Interpretation of Bidding Documents

§ 3.2.1 The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to Section 3.2.2.

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least seven days prior to the date for receipt of Bids.
(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall submit requests for clarification and interpretation.)

Refer to Specification Section 00-2113 Instructions to Bidders.

§ 3.2.3 Modifications and interpretations of the Bidding Documents shall be made by Addendum. Modifications and interpretations of the Bidding Documents made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3 Substitutions

§ 3.3.1 The materials, products, and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution.

§ 3.3.2 Substitution Process

§ 3.3.2.1 Written requests for substitutions shall be received by the Architect at least ten days prior to the date for receipt of Bids. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in Section 3.2.2.

§ 3.3.2.2 Bidders shall submit substitution requests on a Substitution Request Form if one is provided in the Bidding Documents.

§ 3.3.2.3 If a Substitution Request Form is not provided, requests shall include (1) the name of the material or equipment specified in the Bidding Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the material or equipment proposed as the substitute, performance and test data, and relevant drawings; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth changes in other materials, equipment, or other portions of the Work, including changes in the work of other contracts or the impact on any Project Certifications (such as LEED), that will result from incorporation of the proposed substitution.

§ 3.3.3 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.4 If the Architect approves a proposed substitution prior to receipt of Bids, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3.5 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

§ 3.4 Addenda

§ 3.4.1 Addenda will be transmitted to Bidders known by the issuing office to have received complete Bidding Documents.

(Indicate how, such as by email, website, host site/platform, paper copy, or other method Addenda will be transmitted.)

Addenda will be issued by email to all listed on the Plan Holder's List.

§ 3.4.2 Addenda will be available where Bidding Documents are on file.

§ 3.4.3 Addenda will be issued no later than four days prior to the date for receipt of Bids, except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.

§ 3.4.4 Prior to submitting a Bid, each Bidder shall ascertain that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

ARTICLE 4 BIDDING PROCEDURES

§ 4.1 Preparation of Bids

§ 4.1.1 Bids shall be submitted on the forms included with or identified in the Bidding Documents.

§ 4.1.2 All blanks on the bid form shall be legibly executed. Paper bid forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in both words and numbers, unless noted otherwise on the bid form. In case of discrepancy, the amount entered in words shall govern.

§ 4.1.4 Edits to entries made on paper bid forms must be initialed by the signer of the Bid.

§ 4.1.5 All requested Alternates shall be bid. If no change in the Base Bid is required, enter "No Change" or as required by the bid form.

§ 4.1.6 Where two or more Bids for designated portions of the Work have been requested, the Bidder may, without forfeiture of the bid security, state the Bidder's refusal to accept award of less than the combination of Bids stipulated by the Bidder. The Bidder shall neither make additional stipulations on the bid form nor qualify the Bid in any other manner.

§ 4.1.7 Each copy of the Bid shall state the legal name and legal status of the Bidder. As part of the documentation submitted with the Bid, the Bidder shall provide evidence of its legal authority to perform the Work in the jurisdiction where the Project is located. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further name the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached, certifying the agent's authority to bind the Bidder.

§ 4.1.8 A Bidder shall incur all costs associated with the preparation of its Bid.

§ 4.2 Bid Security

§ 4.2.1 Each Bid shall be accompanied by the following bid security:

(Insert the form and amount of bid security.)

Refer to Specification Section 00-2113 Instructions to Bidders.

§ 4.2.2 The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and shall, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid security shall be forfeited to the Owner as liquidated damages, not as a penalty. In the event the Owner fails to comply with Section 6.2, the amount of the bid security shall not be forfeited to the Owner.

§ 4.2.3 If a surety bond is required as bid security, it shall be written on AIA Document A310™, Bid Bond, unless otherwise provided in the Bidding Documents. The attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of an acceptable power of attorney. The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 4.2.4 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until (a) the Contract has been executed and bonds, if required, have been furnished; (b) the specified time has elapsed so that Bids may be withdrawn; or (c) all Bids have been rejected. However, if no Contract has been awarded or a Bidder has not been notified of the acceptance of its Bid, a Bidder may, beginning 30 days after the opening of Bids, withdraw its Bid and request the return of its bid security.

§ 4.3 Submission of Bids

§ 4.3.1 A Bidder shall submit its Bid as indicated below:

(Indicate how, such as by website, host site/platform, paper copy, or other method Bidders shall submit their Bid.)

Refer to Specification Section 00-2113 Instructions to Bidders.

§ 4.3.2 Paper copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name, the Bidder's name and address, and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

§ 4.3.3 Bids shall be submitted by the date and time and at the place indicated in the invitation to bid. Bids submitted after the date and time for receipt of Bids, or at an incorrect place, will not be accepted.

§ 4.3.4 The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

§ 4.3.5 A Bid submitted by any method other than as provided in this Section 4.3 will not be accepted.

§ 4.4 Modification or Withdrawal of Bid

§ 4.4.1 Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by notice to the party designated to receive the Bids. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Bids. The receiving party shall verify that replaced or withdrawn Bids are removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

§ 4.4.2 Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids in the same format as that established in Section 4.3, provided they fully conform with these Instructions to Bidders. Bid security shall be in an amount sufficient for the Bid as resubmitted.

§ 4.4.3 After the date and time designated for receipt of Bids, a Bidder who discovers that it made a clerical error in its Bid shall notify the Architect of such error within two days, or pursuant to a timeframe specified by the law of the jurisdiction where the Project is located, requesting withdrawal of its Bid. Upon providing evidence of such error to the reasonable satisfaction of the Architect, the Bid shall be withdrawn and not resubmitted. If a Bid is withdrawn pursuant to this Section 4.4.3, the bid security will be attended to as follows:

(State the terms and conditions, such as Bid rank, for returning or retaining the bid security.)

Bid security shall be retained until the Owner has awarded the contract or rejected all bids.

ARTICLE 5 CONSIDERATION OF BIDS

§ 5.1 Opening of Bids

If stipulated in an advertisement or invitation to bid, or when otherwise required by law, Bids properly identified and received within the specified time limits will be publicly opened and read aloud. A summary of the Bids may be made available to Bidders.

§ 5.2 Rejection of Bids

Unless otherwise prohibited by law, the Owner shall have the right to reject any or all Bids.

§ 5.3 Acceptance of Bid (Award)

§ 5.3.1 It is the intent of the Owner to award a Contract to the lowest responsive and responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents. Unless otherwise prohibited by law, the Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's best interests.

§ 5.3.2 Unless otherwise prohibited by law, the Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsive and responsible Bidder on the basis of the sum of the Base Bid and Alternates accepted.

ARTICLE 6 POST-BID INFORMATION

§ 6.1 Contractor's Qualification Statement

Bidders to whom award of a Contract is under consideration shall submit to the Architect, upon request and within the timeframe specified by the Architect, a properly executed AIA Document A305™, Contractor's Qualification Statement, unless such a Statement has been previously required and submitted for this Bid.

§ 6.2 Owner's Financial Capability

A Bidder to whom award of a Contract is under consideration may request in writing, fourteen days prior to the expiration of the time for withdrawal of Bids, that the Owner furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. The Owner shall then furnish such reasonable evidence to the Bidder no later than seven days prior to the expiration of the time for withdrawal of Bids. Unless such reasonable evidence is furnished within the allotted time, the Bidder will not be required to execute the Agreement between the Owner and Contractor.

§ 6.3 Submittals

§ 6.3.1 After notification of selection for the award of the Contract, the Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, submit in writing to the Owner through the Architect:

- .1 a designation of the Work to be performed with the Bidder's own forces;
- .2 names of the principal products and systems proposed for the Work and the manufacturers and suppliers of each; and
- .3 names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.

§ 6.3.2 The Bidder will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

§ 6.3.3 Prior to the execution of the Contract, the Architect will notify the Bidder if either the Owner or Architect, after due investigation, has reasonable objection to a person or entity proposed by the Bidder. If the Owner or Architect has reasonable objection to a proposed person or entity, the Bidder may, at the Bidder's option, withdraw the Bid or submit an acceptable substitute person or entity. The Bidder may also submit any required adjustment in the Base Bid or Alternate Bid to account for the difference in cost occasioned by such substitution. The Owner may accept the adjusted bid price or disqualify the Bidder. In the event of either withdrawal or disqualification, bid security will not be forfeited.

§ 6.3.4 Persons and entities proposed by the Bidder and to whom the Owner and Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and Architect.

ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND

§ 7.1 Bond Requirements

§ 7.1.1 If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder.

§ 7.1.2 If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid. If the furnishing of such bonds is required after receipt of bids and before execution of the Contract, the cost of such bonds shall be added to the Bid in determining the Contract Sum.

§ 7.1.3 The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of the Contract Sum.

(If Payment or Performance Bonds are to be in an amount other than 100% of the Contract Sum, indicate the dollar amount or percentage of the Contract Sum.)

§ 7.2 Time of Delivery and Form of Bonds

§ 7.2.1 The Bidder shall deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to commence sooner in response to a letter of intent, the Bidder shall, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered in accordance with this Section 7.2.1.

§ 7.2.2 Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond.

§ 7.2.3 The bonds shall be dated on or after the date of the Contract.

§ 7.2.4 The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.

ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

§ 8.1 Copies of the proposed Contract Documents have been made available to the Bidder and consist of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)

- .4 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013.)

- .5 Drawings

(Table deleted)

Refer to Project Manual dated January 2024 Section 00-0110 Table of Contents for a complete list of Drawings.

.6 Specifications

(Table deleted)

Refer to Project Manual dated January 2024 Section 00-0110 Table of Contents for a complete list of Specifications.

.7 Addenda:

Number	Date	Pages
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.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[N/A] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017.)

[N/A] The Sustainability Plan:

Title	Date	Pages
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[] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
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.9 Other documents listed below:

(List here any additional documents that are intended to form part of the Proposed Contract Documents.)

**SECTION 00-2210
SUPPLEMENTARY INSTRUCTIONS TO BIDDERS**

GENERAL

1.01 THE FOLLOWING SUPPLEMENTS SHALL MODIFY, CHANGE, DELETE FROM OR ADD TO THE AIA DOCUMENT A701-2018 INSTRUCTIONS TO BIDDERS. WHERE ANY ARTICLE OF THE INSTRUCTIONS TO BIDDERS IS MODIFIED OR ANY PARAGRAPH, SUBPARAGRAPH, OR CLAUSE THEREOF IS MODIFIED OR DELETED BY THESE SUPPLEMENTS, THE UNALTERED PROVISIONS OF THAT ARTICLE, PARAGRAPH, SUBPARAGRAPH, OR CLAUSE SHALL REMAIN IN EFFECT.

- A. Article 1 Definitions add to as follows:
 - 1. The word Owner is Tin Roof LLC
 - 2. The word Architect is HGE ARCHITECTS, Inc.
- B. Article 2 Bidders Representations Subparagraph 2.1.3, add the following: If a pre-bid walkthrough is held, contractors and sub-contractor attendees are encouraged to familiarize themselves with the bidding and contract documents prior to the walkthrough.
- C. Article 3 Bidding Documents Subparagraph 3.1.1, add the following:
 - 1. One set of drawings, specifications and contract documents may be obtained by prime bidders from HGE, INC., upon refundable deposit of amount indicated on the advertisement for bids. Deposit made will be refunded upon return of the complete documents obtained upon return thereof in good condition within seven (7) days after opening of bids. Non-bidders deposit will be refunded if documents are returned in good condition no later than bid opening date. PDF digital copies of these documents are also available to Bidders via HGE INC.'s website. General Contractors are encouraged to contact HGE INC. office by phone or email, and register their interest in submitting a bid and to be included on the architect's plan holders list. Addendums and other critical information will be forwarded to all persons on the architect's plan holders list.
- D. Article 4 Bidding Procedure Subparagraph 4.1.1, add the following:
 - 1. One copy of the Bid Form and other required bidding documents shall be submitted with all blank spaces in the form fully filled.
- E. Bid security is NOT required.

1.02 ARTICLE 4 BIDDING PROCEDURE SUBPARAGRAPH 4.2.3, ADD THE FOLLOWING:

- A. All Bidders will leave their bids open for a period of thirty (30) days after the date of bid opening. No bid may be withdrawn during such period of time. Owner may accept any Bid in accordance with the Instructions to Bidders within such thirty (30) day period.

1.03 ARTICLE 6 POST BID INFORMATION DELETE SUBPARAGRAPH 6.1:

- A. Contractor's Qualification Statement.

1.04 ARTICLE 7 PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND SUBPARAGRAPH 7.2.2:

- A. A Performance Bond and Labor and Material Payment Bond is NOT required.

**1.05 ARTICLE 8 FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR
SUBPARAGRAPH 8.1.1 ADD THE FOLLOWING:**

- A. The Contractor shall within ten (10) days after notification in writing of the Owner's Notice to award a Contract, execute and return to the Owner the Form of Agreement, and all applicable Certificates of Insurance.

END OF SECTION

**SECTION 00-5000
CONTRACTING FORMS AND SUPPLEMENTS**

PART 1 GENERAL

1.01 BIDDING PHASE

- A. Substitution Request Form (During Bidding/Procurement):
 - 1. See form following this Document.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

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333 S. 4TH STREET
 COOS BAY, OREGON 97420
 P: 541.269.1166
 www.hge1.com

SUBSTITUTION REQUEST

(During the Bidding Phase)

Project: _____ Substitution Request Number: _____

 From: _____
 To: _____ Date: _____

 A/E Project Number: _____
 Re: _____ Contract For: _____

Specification Title: _____ Description: _____
 Section: _____ Page: _____ Article/Paragraph: _____

Proposed Substitution: _____
 Manufacturer: _____ Address: _____ Phone: _____
 Trade Name: _____ Model No.: _____

Attached data includes product description, specifications, drawings, photographs, and performance and test data adequate for evaluation of the request; applicable portions of the data are clearly identified.

Attached data also includes a description of changes to the Contract Documents that the proposed substitution will require for its proper installation.

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
- Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
- Proposed substitution does not affect dimensions and functional clearances.
- Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.

Submitted by: _____
 Signed by: _____
 Firm: _____
 Address: _____

 Telephone: _____

A/E's REVIEW AND ACTION

- Substitution approved - Make submittals in accordance with Specification Section 01330.
- Substitution approved as noted - Make submittals in accordance with Specification Section 01330.
- Substitution rejected - Use specified materials.
- Substitution Request received too late - Use specified materials.

Signed by: _____ Date: _____

Supporting Data Attached:
 Drawings Product Data Samples Tests Reports _____

**SECTION 07-2100
THERMAL INSULATION**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Batt insulation in exterior roof construction.

1.02 REFERENCE STANDARDS

- A. ASTM C423 - Standard Test Method for Sound Absorption and Sound Absorption Coefficients by the Reverberation Room Method; 2022.
- B. ASTM C518 - Standard Test Method for Steady-State Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus; 2021.
- C. ASTM C552 - Standard Specification for Cellular Glass Thermal Insulation; 2022.
- D. ASTM C553 - Standard Specification for Mineral Fiber Blanket Thermal Insulation for Commercial and Industrial Applications; 2013 (Reapproved 2019).
- E. ASTM C578 - Standard Specification for Rigid, Cellular Polystyrene Thermal Insulation; 2022.
- F. ASTM C612 - Standard Specification for Mineral Fiber Block and Board Thermal Insulation; 2014 (Reapproved 2019).
- G. ASTM C665 - Standard Specification for Mineral-Fiber Blanket Thermal Insulation for Light Frame Construction and Manufactured Housing; 2017.
- H. ASTM C1224 - Standard Specification for Reflective Insulation for Building Applications; 2015 (Reapproved 2020).
- I. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2022.

1.03 SUBMITTALS

- A. See Section 01-3000 - Administrative Requirements for submittal procedures.
- B. Product Data: Provide data on product characteristics, performance criteria, and product limitations.

1.04 FIELD CONDITIONS

- A. Do not install insulation adhesives when temperature or weather conditions are detrimental to successful installation.

PART 2 PRODUCTS

2.01 APPLICATIONS

- A. Insulation Over Existing Metal Roof Deck: Batt insulation with no vapor retarder.

2.02 MINERAL FIBER BLANKET INSULATION MATERIALS

- A. Flexible Glass Fiber Blanket Thermal Insulation: Preformed insulation, complying with ASTM C665; friction fit.
 - 1. Flame Spread Index: 75 or less, when tested in accordance with ASTM E84.
 - 2. Smoke Developed Index: 450 or less, when tested in accordance with ASTM E84.
 - 3. Formaldehyde Content: Zero.
 - 4. Thermal Resistance: R-value of 3 per inch, minimum.
 - 5. Thickness: Same height as existing roof profile.
 - 6. Products:
 - a. CertainTeed Corporation: www.certainteed.com/#sle.
 - b. Johns Manville: www.jm.com/#sle.
 - c. Owens Corning Corporation; EcoTouch PINK FIBERGLAS Insulation: www.ocbuildingspec.com/#sle.
 - d. Substitutions: See Section 01-6000 - Product Requirements.

2.03 ACCESSORIES

- A. Adhesive: Type recommended by insulation manufacturer for application.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that substrate, adjacent materials, and insulation materials are dry and that substrates are ready to receive insulation.

3.02 BATT INSTALLATION

- A. Install insulation in accordance with manufacturer's instructions.
- B. Install in exterior roof spaces without gaps or voids. Do not compress insulation.
- C. Trim insulation neatly to fit spaces. Insulate miscellaneous gaps and voids.

3.03 FIELD QUALITY CONTROL

- A. See Section 01-4000 - Quality Requirements for additional requirements.

3.04 PROTECTION

- A. Do not permit installed insulation to be damaged prior to its concealment.

END OF SECTION

PLANHOLDERS LIST

Project Number and Name: 23.60 Seascape Regional Center - Reroof

Bid Closing Date and Time: 4:00 PM , February 27, 2024

Deposit Amount: \$50

Company Name	Category	Contact Person	Address	Email	Phone/Fax
OWNER / ARCHITECT / ETC.					
Seascape Regional Shopping Center	Owner	Zeke Harms	98158 W Benham Ln, Brookings, OR 97415	zeke.harms@gmail.com	541.661.2333
Owner's Mechanical Contractor: Frank's Heating & Refrigeration	HVAC	Steve Borges	900 Northcrest Dr, Crescent City, CA 95531	steve@franks-1.com	707.460.3107
HGE ARCHITECTS, Inc.	Architect/ Project Manager	Joseph A. Slack	333 South 4th St., Coos Bay, OR 97420	joeslack@hge1.com	541.269.1166 / 541.269.1833 fax
BIDDERS					
Lawless Roofing	GC	Matt Witt	501 Lawless Ln Grants Pass, OR 97526	cherayne@lawlessroofing.com	541.441.0975 541.479.1839
C&R Homes and Construction Services	GC	Nicholas Chaney	714 S 72nd Street Springfield, OR 97478	nicholasachaney@gmail.com	541.222.9481
Ausland Group	GC	Aaron Ausland	3935 Highland Ave. Grants Pass, OR 97526	aausland@auslandgroup.com	541.476.3788
Rich Rayburn Roofing	GC	Rich Rayburn	1185 S 1st Street Coos Bay, OR 97420	sales@richrayburnroofing.com	541.267.7476
Scott Partney Construction	GC	Scott Partney	720 Chappell Pkwy., North Bend, Oregon 97459	office@partneyconstruction.net	541.756.7060
Northwest Building Specialists	GC	Zach Wallace	66577 N Bay Rd North Bend, OR 97459	office@nwbsroofing.com	541.756.4331
Sage Bruce Construction	GC	Sage Bruce	960 Brooke Ln Brookings, OR 97415	sagebruceconstruction@hotmail.com	541.412.9362
Mattern Tribby	GC	Thomas Fristed	15943 Oceanview Dr., Brookings, OR 97415	thomas@matterntribby.com	832.466.1162
Red Sky Roofing	GC	Colin Wakefield	1890 Northcrest Dr., Brooking, OR 97415	office@redskyteam.com	541.412.8866
S&B James Construction	GC	Tim Bowden	8425 Agate Road, White City, OR 97503	timbowden@sbjames.com	541.414.1310
Hoag Roofing	GC	Susan Scott	842 Enterprise Dr, Central Point, OR 97502	susan@hoagroofing.com	541.779.7743

PLANHOLDERS LIST

Project Number and Name: 23.60 Seascape Regional Center - Reroof

Bid Closing Date and Time: 4:00 PM , February 27, 2024

Deposit Amount: \$50

	Company Name	Category	Contact Person	Address	Email	Phone/Fax
	Professional Quality Roofing	☞	Phil Gambaldo	870 McClaine St NE, Silverton, OR 97381	phil@proqualityroofing.com	503.776.0535
	Umpqua Roofing	☞	Pat Gay	1010 S Danebo Ave, Eugene, OR 97402	patrick@umpquarroofing.com	541.302.6850
	Tru North Construction	☞	Lorin Lynch	1130 N Coast Hwy, Newport, OR 97365	trunorthconstruction@gmail.com	541.231.0686
	Evergreen Roofing	☞	Juan Navarrete	3237 W 1st Ave, Eugene, OR 97402	juan@evergreenroofing.com	541.344.1415
	Ideal Roofing	☞	Brad Allen	1201 S Pacific Ave, Kelso, WA 98626	brad@idealroofingpros.com	509.824.3978