



ADDENDUM TO RFP DOCUMENTS
March 12, 2013

RFP No. 24-12-13 Roof Replacement Program

BID OPENING DATE: April 23, 2013 @ 3:00 PM

ADDENDUM No. 1

To All Proposers:

It is the Proposers' responsibility to assure receipt of all addenda. The Proposer should verify with the designated Purchasing Agent prior to submitting a bid that all addenda have been received. Proposers are required to acknowledge the number of addenda received as part of their bid by checking the box indicated on the bid form.

This addendum is issued to modify the previously issued RFP documents and/or given for informational purposes, and is hereby made a part of the bid documents.

The following changes are now part of this RFP:

1. A 5% Performance Bond is **NOT** a requirement of the RFP.
2. Attached are the roofing guidelines that shall be used for the purpose of administering this program (**See Attachment A** – City of North Miami Residential Roofing Program)
3. Please **REPLACE** the Bid Form included in the bid package and **UTILIZE** the attached form (**See Attachment B** – Revised Bid Form)
4. **ADDITIONAL BID REQUIREMENTS**
The following requirement has been **ADDED** to Section 1.3 MINIMUM REQUIREMENTS:
 - Proposers must be a Certified Renovator or a member of the company must be Certified Renovator – proposal must include proof of this requirement.
5. The correct link to access the Contract Forms is:
<http://www.northmiamifl.gov/departments/purchasing/forms.aspx>
6. Professional Liability is **NOT** a requirement of this RFP.

The following question(s) were submitted and becomes a part of the bid document:

Q.1 How do we apply cost to two different units of measurements you have listed for one pay item; # 9, within Proposal Form (page 20), "Soffit / Soffit Screen"? Soffit areas vary in size and are normally measured in "Square Feet". Soffit Screens are normally quantified as an "each" item. I'm not sure of why you are mentioning Lineal Feet (LF) within this pay item.

A. Please see the Revised Bid Form (Attachment B)

Q.2 How are the roofing guidelines based?

A. See Attachment A - City of North Miami Residential Roofing Program

Q.3 Is Professional Liability an Insurance requirement of this bid as per Form A-7?

A. See Item 6 - Professional Liability Insurance is not a requirement of this RFP.

Q.4 How do we incorporate for additional items (nails, tin caps, etc)?

A. See Revised Bid Form – Prices should include all materials

Q.5 How do we deal with Lead Paint?

A. Companies must have a Certified Renovator on staff that can test for Lead Paint.

Q.6 Since the proposal will be by item and not by project, how we will bond the project?

A. See Item No. 1 – A Bond is no longer a requirement of this RFP?

Q.7 Material price will include installation, delivery, overhead and profit?

A. That is correct. Please see Revised Bid Form.

Q.8 Labor item, since labor prices varies depending on the kind of work. What kind of labor should I include?

A. Labor should be included in each line item.

Q.9 I downloaded the bid packet from Demand Star however I noticed that the additional forms were not attached. I went to <http://www.northmiamifl.gov/business/purchasing/forms.asp> and I get an error saying that the file or directory is not found. Where can I get the forms from?

A. The correct link to access the Contract Forms is:
<http://www.northmiamifl.gov/departments/purchasing/forms.aspx>

*****All other items remain the same*****