



April 24, 2026

Wake County Facility Design and Construction  
Post Office Box 550  
Raleigh, NC 27602

Attention: Bidders

Reference: Addendum No. 01 to the Bidding Documents for:  
North Regional Library  
Roof Replacement  
REI Project No. R25RAL-079

This addendum forms a part of the Contract Documents and modifies the Bidding Documents dated February 25, 2026 as noted below:

This addendum consists of 1 page.

This addendum consists of 6 pages – Pre-Bid Meeting Minutes, dated April 24, 2026 (by reference).

This addendum consists of 1 page – Pre-Bid Meeting Minutes Sign-In Sheet, dated April 24, 2026 (by reference).

**Addendum No. One:**

**Changes / Clarifications to Project Manual:**

1. ADD: "R25RAL-079 Wake Co. FD&C North Regional Library RR - Pre-Bid Meeting Minutes", dated April 24, 2026 – 6 Pages.
2. ADD: "R25RAL-079 Wake Co. FD&C North Regional Library RR - Pre-Bid Meeting Minutes – Sign-In Sheet", dated April 24, 2026 – 1 Page.

**All other requirements and provisions of the Bidding Documents remain unchanged. Acknowledge receipt of this Addendum (Addendum No. 01 – 4/24/2026) on the Bid Proposal Form. Failure to do so may be cause for rejection of this bid.**



E N G I N E E R S

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April 24, 2026

Wake County Facility Design and Construction  
Post Office Box 550  
Raleigh, NC 27602

#### Mandatory Pre-Bid Meeting

Attention: Pre-Bid Meeting Attendees (Distribute Sign-in Sheet)

Reference: Pre-Bid Meeting Minutes  
North Regional Library  
Roof Replacement  
REI Project No. R25RAL-079  
Wake County RFB #26-042

A Pre-Bid Meeting was held at 10:00 am on Wednesday, April 22, 2026, at the project site. The following points of interest and project specific details were discussed:

- Introductions:
  - Stephen Ingram, REI Project Engineer
  - Stu Ruda, REI Project Manager
  - Patrick McHugh, Wake County FD&C Project Manager
- Please sign the sign-in sheet legibly. We will use this information for sending out the minutes and any addenda. If we cannot read your information clearly, important information may not be received. Addenda will be issued to those on this list and will be posted under RFB #26-042 at the web address below:
  - <https://www.wakegov.com/departments-government/finance/current-business-opportunities>
- Project Documents including Project Manual and Drawings were sent electronically prior to the meeting to those who have requested them.
  - An electronic (PDF) copy of the “bid package” will be distributed with these Minutes.
- A PDF copy of the “bid package” may be obtained from REI Engineers upon request.
  - Contact Stephen Ingram, [singram@reiengineers.com](mailto:singram@reiengineers.com) and (919) 605-4033
- Project Contacts:

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9121 Anson Way, Suite 100  
Raleigh, NC 27615

reiengineers.com  
800.495.9028

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- o REI Project Engineer, Stephen Ingram
  - [singram@reiengineers.com](mailto:singram@reiengineers.com)
  - Office: (919) 845-1450, ext. 124
  - Cell: (919) 605-4033
- o Wake County FD&C Project Manager, Mr. Patrick McHugh
  - [Patrick.McHugh@wake.gov](mailto:Patrick.McHugh@wake.gov)
  - Office: (919) 856-6357
- Sealed proposals will be received by Wake County Procurement Services, **Suite 2900**, Wake County Justice Center, 301 McDowell Street, Raleigh, NC 27601 up until 2:00 p.m., Tuesday, May 12, 2026, and immediately thereafter publicly opened and read for the furnishing of labor, material, and equipment for the construction of North Regional Library Roof Replacement.
  - o Note that there is a security check at the Wake County Justice Center. If bids are being brought at the time of the bid, please allow ample time to get through security. Metal detectors and X-ray machines are used to detect unauthorized instruments including tools and knives. Having any such item will slow/prohibit your access into the building and result in that property being confiscated.
- For a proposal to be considered, it must be completed in accordance with the instructions outlined in the “INSTRUCTIONS TO BIDDERS” Section of the Project Manual.
- “BID PROPOSAL FORM” contained in the Project Manual along with all required attachments/forms and a bid deposit or bid bond shall be submitted in a sealed opaque envelope, with the bidder’s name, license number, and project name written on the outside. This sealed envelope shall be placed in another envelope and forwarded or delivered to the address listed in the “NOTICE TO BIDDERS”.
  - o The outside face of the envelope shall read “SEALED BID ENCLOSED”
- Proposals delivered by a carrier (e.g. Fed-Ex) are to be sent to the address noted in the “NOTICE TO BIDDERS”. It is each bidder’s responsibility to ensure Proposals are received on time. Wake County nor REI Engineers are responsible for lost proposals or proposals not delivered on time. Bidders may hand-deliver proposals and attend the bid opening.
  - o Note that arrival at the Wake County Justice Center does not guarantee that the bid will be received at Suite 2900 by 2:00 PM on bid date.
- No bid may be withdrawn for ninety (90) days after the scheduled closing time for bids.
- All bidders shall be properly licensed under the state laws governing their trades.
- All addenda, if issued, must be acknowledged on the bid form or the bid is subject to rejection.
- Minority Business Participation requirements are described within the Bid Proposal Form.
  - o The goals for participation by minority firms as subcontractors on this project have been set at 10%.
  - o Provide with the bid - Under GS 143-128.2(c) the undersigned bidder shall identify **on its bid** (Identification of Minority Business Participation Form – Wake County Form **MBE-1**) the minority businesses that it will use on the

project with the total dollar value of the bids that will be performed by the minority businesses. **Also** list the good faith efforts (Wake County Form **MBE-2**) made to solicit minority participation in the bid effort.

- o **NOTE:** A contractor that performs all work with its own workforce may submit Wake County Form **MBE-3** to that effect in lieu of Wake County Form MBE-2 required above. The MB Participation Form (Form MBE-1) must still be submitted even if there is zero participation.
- The Owner (Wake County) reserves the right to reject any or all bids and to waive informalities.
- A 5% bid deposit or bid bond is required for the project, complete the Bid Bond Form included in the Project Manual and submit with bid.
  - o Ensure the form provided in the Project Manual is used to avoid missing information which is required by Wake County.
- Contractor will be required to meet certain insurance requirements and obtain payment and performance bonds for one hundred percent (100%) of the contract price; the requirements are listed in the General and Supplementary General Conditions of the Contract. Refer to the "Instructions to Bidders" and Article 4 of the "General Conditions of the Contract", for bond requirements.
- All contractors will be required to investigate permit requirements and include costs, as applicable.
  - o Commercial Alteration Permit through Wake County Planning, Development, & Inspection
    - This will require a final inspection to close the permit at minimum.
    - Contractor to investigate additional inspection requirements and include them in their schedule.
- Costs for any licenses, fees, scaffolding, portable toilets, etc., to be included in bid.
- Please note that the facility is used for General Elections. No work may be permitted to take place and the library must be fully accessible on this date, November 3, 2026.
- All egress must remain open during construction. As stated previously, Contractor is expected to coordinate with adjacent trades as needed to perform the specified work. Overhead protection will be required at entrances and exits when work is being performed directly overhead.

Library Hours are as follows (please note that staff generally arrives 1 hour before opening):

Monday – Thursday – 9:00 am – 9:00 pm

Friday – 9:00 am – 6:00 pm

Saturday and Sunday – 1:00 pm – 5:00 pm

- Work at the Employee Entrance and Vehicular Bood Drop must be done after Library Operating Hours. Barricades / cones must be place to prevent vehicles from entering the area during work.
- Work hours are not restricted by occupants; however, coordination with special events and after school programs will be expected. Additionally, City of Raleigh typically restrict construction noise from 11:00pm to 7:00 am.
- No obscene wording or pictures on clothing that could be considered offensive.
- Please note that no smoking is permitted on Library grounds.
- Contractor to follow ALL applicable OSHA safety standards, regulations, and guidelines. Contractor is responsible for all aspects of safety and proper storage/use of all materials for this project.

- All bidders are advised to review the General Conditions and Supplemental General Conditions before submitting a bid.
- Time of completion as stated in Supplemental General Conditions - 90 calendar days from written Notice-to-Proceed, following bid review and contractor selection and contract process. Intent is to complete submittals, material procurement, and construction within 90 calendar day time of completion.
- Adverse weather conditions: Anticipated rain days should be accounted for and number of days are listed in the General Conditions, Article 13.14, of the Project Manual.
- Liquidated damages as stated in the Supplemental General Conditions:
  - o Substantial Completion: \$500.00 for each day in excess of the allotted 90 calendar daytime of completion.
  - o Final Completion: \$250.00 for each day in excess of the allotted 30 calendar days from substantial completion. 30 calendar days includes completion of all punch list work and closeout submittals.

- **Scope of Work:**

- Roof Replacement

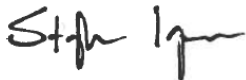
- o Roof Replacement, all existing low slope membrane roof areas.
  - Remove and dispose of the roof system including flashings and sheet metal down to the existing structural steel deck.
  - Secure the existing steel deck to structural framing members.
  - Provide 1-1/2 inch Roof Insulation mechanically attached .
  - Provide 1-1/2 inch Roof Insulation adhered in foam adhesive.  
OR  
Provide Tapered Insulation System adhered in foam adhesive (Roof Sectors E, F, G, H, I, J, and K only).
  - Provide Cover Board adhered in foam adhesive .
  - Fully adhere felt-back thermoplastic single ply membrane along with flashings and accessories.
  - Replace sheet metal flashings and trim.
  - Install new stormwater drainage components as specified in Section 22 14 26 - "Roof Drains".
  - Replace roof hatch as specified in Section 07 72 33 - "Roof Hatches".
  - Provide a complete, watertight, 20-year warrantable roof assembly.
- o Review "Preparation for Reroofing"
  - Remove existing roofing systems down to the existing structural steel deck.
  - Water test all roof drains and downspouts which tie into below grade drain lines, report blockages.
  - Resecure existing wood nailers to remain in accordance with Section 06 10 00 "Rough Carpentry".
  - Extend curbs to provide required flashing height.
  - Extend penetrations and pipes to provide required flashing height.

- Warranties:
  - o 20-year roofing system warranty
  - o 30-year sheet metal finish warranty
  - o Roof hatch warranty
  - o Two-year contractor's warranty
  - o Asbestos-free warranty
- Alternates:
  - o None.
- Allowances And Unit Prices:
  - o Allowances and Unit Prices are listed in the project manual.
  - o Unit prices: Keep daily log and include with payment application. Provide photographic evidence and keyed plan to back-up. Submit daily logs weekly.
- Questions/Material Substitutions: Submit in writing no later than 10 days prior to bid opening, close of business *Monday, May 4, 2026*.
- The last addendum will go out on **Tuesday, May 5, 2026**.
- Staging and other job-related details.
  - o Available staging and material storage areas are indicated on the Site Plan on Sheet G-001.
- Return visits, if needed are allowed. Coordinate with REI and Wake County. Based on discussions on site, none of the attending contractors anticipated needing a return visit.
- Adjourn the meeting.

Please contact our office if you have any questions or corrections regarding these minutes.

Sincerely,

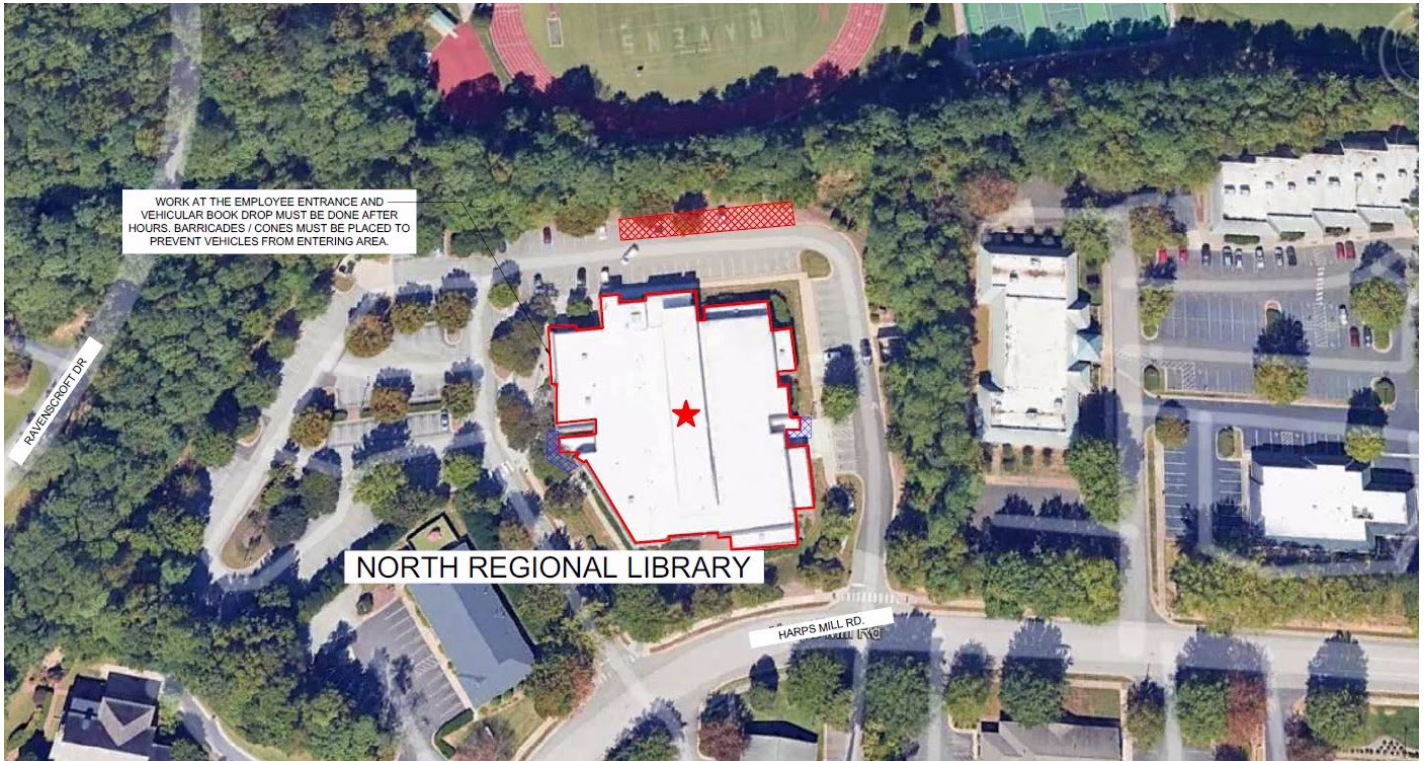
**REI Engineers**



Stephen Ingram, PE  
Project Engineer

Enc: Pre-Bid Meeting Sign-in Sheet

cc: Attendees



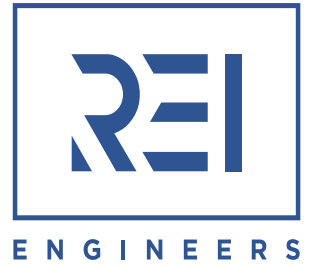
**Site Plan**



**SIGN IN – PRE-BID MEETING  
WAKE COUNTY FACILITIES, DESIGN & CONSTRUCTION  
NORTH REGIONAL LIBRARY  
ROOF REPLACEMENT**

**Wednesday, April 22, 2026, 10:00 AM**

**REI PROJECT NO. R25RAL-079  
Wake County RFB #26-042**



<b>Company Name</b>	<b>Representative Name</b>	<b>Telephone #</b>	<b>E-mail address</b> <i>All Addenda will be sent to the email address(es) provided here.</i>
REI Engineers	Stephen Ingram	(919) 605-4033	<a href="mailto:singram@reiengineers.com">singram@reiengineers.com</a>
REI Engineers	Stu Ruda	(954) 294-2933	<a href="mailto:sruda@reiengineers.com">sruda@reiengineers.com</a>
Wake County FD&C	Patrick McHugh	(919) 856-6357	<a href="mailto:patrick.mchugh@wake.gov">patrick.mchugh@wake.gov</a>
Triad Roofing	Roger Cox	(336) 705-2888	<a href="mailto:rob@triadroofing.com">rob@triadroofing.com</a> <a href="mailto:rogercox@triadroofing.com">rogercox@triadroofing.com</a>
CJ Deans Roofing, Inc.	Chris Deans	(919) 422-1305	<a href="mailto:chris@cjdeansroofing.com">chris@cjdeansroofing.com</a>
Owens Roofing, Inc.	Joey Tillman	(336) 707-2051	<a href="mailto:joey@owensroofinginc.com">joey@owensroofinginc.com</a>
BAR Roofing	Jason Darrah	(336) 391-1670	<a href="mailto:jasonbarrfg@gmail.com">jasonbarrfg@gmail.com</a>
AAR of NC	Keith Andrews	(336) 837-8890	<a href="mailto:pc@aarnc.com">pc@aarnc.com</a>
Curtis Construction Company, Inc.	Jason Tetterton	(252) 378-5042	<a href="mailto:jason@curtiscc.com">jason@curtiscc.com</a> <a href="mailto:tommy@curtiscc.com">tommy@curtiscc.com</a>
QXO	Todd Casey	(919) 440-7808	<a href="mailto:todd.casey2@qxo.com">todd.casey2@qxo.com</a>
AVC Roofing	Keith Peele	(252) 269-9526	<a href="mailto:keith.peeleavcroofing@gmail.com">keith.peeleavcroofing@gmail.com</a>
Baker Roofing	Joey Kurtgeri	(919) 624-5383	<a href="mailto:jkurtgeri@bakerroofing.com">jkurtgeri@bakerroofing.com</a>
RLM Roofing Services	Ron Uthus	(336) 639-4609	<a href="mailto:service@rlmroofingllc.com">service@rlmroofingllc.com</a>
RLM Roofing Services	Brianna Andrews	(336) 263-6688	<a href="mailto:brianna@rlmroofingllc.com">brianna@rlmroofingllc.com</a>
Eskola, LLC	David Brunson	(984) 332-2662	<a href="mailto:dbrunson@eskolaroofing.com">dbrunson@eskolaroofing.com</a>
DJT Roofing	Lloyd Bullard	(910) 709-1019	<a href="mailto:lloyd@dltrroofing.com">lloyd@dltrroofing.com</a>