

**WORCESTER COUNTY LIBRARY  
OCEAN PINES BRANCH – CARPET REPLACEMENT PROJECT**

**ADDENDUM NO. 001**

**Issued: 11/7/2019**

This Addendum supersedes Jennifer Ranck's email clarifications on Friday November 1, 2019 as provided to Pre Bid Meeting Attendees.

**CLARIFICATIONS:**

**Pre Bid Meeting Item #1**

*Bid Question:* When will the work be completed?

*Response:* The Library's plan is to have the work performed in phases during normal hours of operation (see listing below) with a partial shutdown of Contractor work areas that shall be cordoned off to the staff and patrons by the Contractor. Isolation of the work areas shall be accomplished by installation of temporary polyethylene sheathing floor-to-ceiling partitions/curtain walls to include zippered openings by the installation Contractor. Demolition, removal of product and ingress of new products shall be coordinated closely with the Library's branch manager with some material being handled before the building opens for daily business. It may be beneficial to plan some of the material handling for weekends. The installation Contractor shall be required to coordinate the phasing of their work with the Library's selected furniture moving Contractor, Branch Manager and other library staff. A tentative start date is planned for January 2, 2020 and based on County Commissioner approval at a future meeting.

Hours of Operation

- Monday: 9am - 7pm
- Tuesday: 9am - 6pm
- Wednesday: 9am - 6pm
- Thursday: 9am - 6pm
- Friday: 9am - 5pm
- Saturday: 9am - 3pm
- Sunday: Closed

The County believes there may be substantial time and cost savings if the work was performed with the library closed in its entirety for the duration of the project. As such, the County is requesting an alternate price for the work for this option. The Bid Form has been revised to incorporate the alternate. In order to evaluate the full closure option, the County is requiring Bidders to provide their anticipated Base Bid project duration for phasing of the work and for the Alternate with work being performed with the library fully closed. Bidders shall provide the project durations in the revised Bid Form which is attached herein and made a part of the Bid Documents.

**Pre Bid Meeting Item #2**

*Bid Question:* Who is responsible for trim/base moulding & column trim at base?

*Response:* The installation contractor shall install all carpet tile flush to the wood base with little or no space between the base and carpet tile. All carpet tile shall be cut to meet the slate tile with little or no gaps between the slate and carpet tile. The installation Contractor shall provide and install vinyl trim at ten (10) column bases. Vinyl base options/submittals with color selection samples will be provided to the County after the bid has been awarded by the County Commissioners.

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**Pre Bid Meeting Item #3**

*Bid Question:* What transitions are needed?

*Response:* A transition is needed in the staff kitchen (Staff 122) between the carpet and the tile flooring.

**Pre Bid Meeting Item #4**

*Bid Question:* Which areas will not need to be re-carpeted?

*Response:* Lobby – 100, Circulation – 101, Meeting Room – 126, Conference Room – 103, Storage Area – 116, Passage – 114, Tele Comm - 115 A, Mech – 115, Vestibule – 118, Storage – 119

**Pre Bid Meeting Item #5**

*Bid Question:* Will the carpet be placed underneath the storage/work islands in Support Room 112?

*Response:* Yes

**Pre Bid Meeting Item #6**

*Bid Question:* What percentage of overstock do you want for carpet?

*Response:* Bidders shall provide 5% extra of the total square yards of carpet tile to be installed not including Contractor waste that is normally factored into the total installed square yards. The County understands that the carpet tile is packaged in cartons with eight (8) square yards per carton so, Bidders shall round up the 5% quantity to the nearest carton.

**Pre Bid Meeting Item #7**

*Bid Question:* What percentage of color pops does the County want?

*Response:* The Library will be using color pops from the Bid Document-specified J&J Flooring Tempo Modular line and specification. Therefore, Bidders shall provide an informational price for supplying and installing Tempo accent carpet tile on a per square yard basis. The informational per square yard price shall be included by the Bidder on the attached revised Bid Form.

**RFI No. 001**

*Question:* In the original bid package that was sent out it mentioned a full skim coat of floor patch. This is something we always do when we remove existing finishes. The old adhesive needs to be encapsulated to ensure a smooth bonding surface for the new finishes. Should we break this out as a separate line item in our bid to show the cost in the event others may not include it?

*Response:* The Bid Documents identify requirements for skim coating in 7. SCOPE OF WORK...Work Included: *Article .1 as...Contractor shall provide...clean and skim coat concrete floor to acceptable conditions for installation of the new products...*

The County has always required Contractors to fully skim concrete floors receiving carpet tile with floor leveling patch as the installation contractors advised that warranties will be voided if this step is not performed. Therefore, Bidders shall provide a full skim coating of all concrete surfaces with a self-leveling floor patch where the new carpet tile is to be installed. The price to supply and install the skim coat on the concrete floors shall be provided as a separate price on the revised Bid Form.

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**REVISED BID FORM**

**County Commissioners of Worcester County Maryland  
Worcester County Library - Ocean Pines Branch - Carpet Replacement Project**

We the undersigned have received all of the Bid Documents, Addenda and reviewed the referenced work site as related to this project and fully understand the documents and requirements in their entirety.

**BASE BID (Phased Installation) LUMP SUM PRICE:** \$ \_\_\_\_\_, \_\_\_\_\_ .00

Estimated Calendar Days to Complete Phased Installation \_\_\_\_\_

**ALTERNATE (Non-Phased Fully Closed Library) LUMP SUM PRICE:** \$ \_\_\_\_\_, \_\_\_\_\_ .00

Estimated Calendar Days to Complete Non-Phased Fully Closed Library \_\_\_\_\_

**LUMP SUM PRICE TO SUPPLY AND INSTALL SELF LEVELING FLOOR PATCH COMPOUND  
ON CONCRETE FLOORS:** \$ \_\_\_\_\_, \_\_\_\_\_ .00

Please acknowledge all Addendums received and included in your bid

Addendum # 1 Date \_\_\_\_\_

**UNIT PRICE SCHEDULE:**

Supply and install J&J Tempo Modular Carpet Tile	\$ _____ .00 per square yard
Labor rate per worker hour for additional work	\$ _____ Man/Hr.
Material mark-up percentage for additional work	% _____

**BID MUST BE SIGNED TO BE CONSIDERED**

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

Name: \_\_\_\_\_

Company: \_\_\_\_\_

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

\_\_\_\_\_

Telephone: \_\_\_\_\_