



September 23, 2025

North Carolina Department of Administration
301 North Wilmington Street, Suite 450
Raleigh, NC 27601

Attention: Interested Bidders

Reference: Addendum No. One to the Bidding Documents for:
NCDOA Archives and History Building Roof Replacement
REI Project No. R25RAL-013
SCO ID# 25-29291-01A

This addendum forms a part of the Contract Documents and modifies the Bidding Documents dated May 30, 2025, as noted below:

This addendum consists of 1 page.

This addendum consists of 7 pages concerning the Pre-Bid Meeting.
Pre-Bid Meeting Minutes and Sign-in Sheet, NCDOA Archives and History Building Roof Replacement

This addendum consists of 4 pages concerning revised/added specifications.
Specification Section 07 26 13 – “Self-Adhered Vapor Retarder”

Addendum No. One:

Changes / Clarifications:

1. ADD: “SCO ID# 25-29291-01A NCDOA Archives and History Bldg. Roof Replacement - Pre-Bid Meeting Minutes”, dated September 23, 2025 – 5 Pages.
2. ADD: “SCO ID# 25-29292-01A NCDOA Agriculture Annex Bldg. Roof Replacement - Pre-Bid Meeting Minutes – Sign-In Sheet”, dated September 23, 2025 – 2 Pages.
3. ADD: In “Table of Contents”, add “07 26 13 – Self-Adhered Vapor Retarder”.
4. ADD: Add Specification Section 07 26 13 – “Self-Adhered Vapor Retarder”.
5. REPLACE: In Specification Section 07 54 00 – “Thermoplastic Single Ply Roofing”, replace Item 2.2.1.6 with the following: “Flex 80-mil PVC”.

All other requirements and provisions of the Bidding Documents remain unchanged. Acknowledge receipt of this Addendum (Addendum No. One, September 23, 2025) on the Bid Form. Failure to do so may be cause for rejection of this bid.



September 23, 2025

North Carolina Department of Administration
301 North Wilmington Street, Suite 450
Raleigh, NC 27601

Attention: Samantha Farrington
Construction Engineer

Reference: Pre-Bid Meeting Minutes
NCDOA Archives and History Building
Roof Replacement
SCO ID No. 25-29291-01A
REI Project No. R25RAL-013

Dear Ms. Farrington:

A Pre-Bid Meeting was held at 10:00 am on September 23, 2025 at the project site to discuss the details of the above referenced project. Refer to the attached sign-in sheet for the attendance. The following points of interest were discussed:

1. Stephen Ingram opened the meeting and a sign-in sheet was circulated.
2. A brief introduction of the project was provided.
3. Project Documents including Project Manual and Drawings were sent/published electronically prior to the meeting. If you have not received documents, please email REI's Project Manager to request documents.

Section 00 11 13-Advertisement for Bids

4. Bids shall be received by Owner until 3:00 PM on October 7, 2025 in Suite 450 at the New Education Building, State Construction Office at 301 N. Wilmington St., Raleigh, North Carolina. The bids shall be publicly opened and read. If Contracts would prefer to mail their bid, bids should be sent to 1307 Mail Service Center, Raleigh, NC 27699. Please note that mailed bids must be received prior to 12:00 PM on October 7, 2025 in order to ensure they may be opened in Suite 450 at 3:00 pm
5. Bidder attendance at this pre-bid meeting was mandatory.

Section 00 21 13-Instructions to Bidders

6. Bid Security will be required and shall be submitted with Contractor's bid. Utilize the form contained in the project manual.
7. Performance and Payment Bonds for the Contract Amount will be required. Utilize the forms contained in the project manual.
8. Roof system manufacturer shall be listed on the bid form and the Roof Manufacturer's Acknowledgement Form shall be submitted with Contractor's bid.

Section 00 41 13-Bid Form

9. The alternates listed for this project are as follows:
 - a. Provide 60-mil nominal thickness PVC roof membrane in lieu of 80-mil nominal thickness mil PVC roof membrane. Provide Manufacturer's Standard Weathertight Warranty for twenty years in lieu of thirty years. See Specification Section 07 54 00 "Thermoplastic Single Ply Roofing".
10. One manufacturer for the roof system shall be listed on the Bid Form.
11. The following Quantity Allowances shall be contained in the Base Bid.
 - a. Repair 100 CF of Unsuitable Concrete Roof Deck. Refer to Section 03 01 30.71 - Rehabilitation of Cast-in-Place Concrete.
 - b. Provide 40 SF of steel plate over abandoned openings in Concrete Deck. Refer to Section 03 01 30.71 - Rehabilitation of Cast-in-Place Concrete.
 - c. Replace 500 BF of Deteriorated Wood Blocking. Refer to Section 06 10 00 – Rough Carpentry.
 - d. Replace 100 SF of Deteriorated Plywood. Refer to Section 06 10 00 - Rough Carpentry.
12. Four unit prices shall be provided and utilized to determine the applicable quantity allowances.
13. Schedule of Completion:
 - a. The construction duration (including any alternates accepted) for this project shall be sixty (60) calendar days before Liquid Damages shall be incurred of \$500.00 per calendar day.
 - b. Time is of the essence. Contractor shall commence work on this project within thirty (30) days following receipt of an Executed Agreement between Owner and Contractor.
 - c. Date of commencement will be established in a Notice to Proceed issued to Contractor.
14. Provide all bid enclosures listed on the Bid Form including the following:
 - a. Bid Bond
 - b. Identification of HUB Certified/Minority Business Participation
 - c. MWSBE Affidavit A (Listing of Good Faith Efforts)
or
MWSBE Affidavit B (Intent to Perform Contract with **OWN** Workforce)
 - d. Roof Manufacturer's Acknowledgement Form

Section 00 43 40-MWSBE Participation

15. Bidders shall follow the Owner's MWSBE Program and shall submit the required forms contained in the project manual with their bid.
16. For additional information, please contact the Owner's designated MWSBE Representative.

Section 01 11 00-Summary of Work

17. A brief outline of the scope of work was reviewed.
 - a. Remove existing roof system down to the existing structural deck and provide new roof system along with sheet metal flashing and accessories to provide a complete, watertight, 30-year warrantable roof assembly.
18. No Asbestos Containing Roofing Materials (ACRM) have been detected in test samples of roof areas included in Contract.

Section 01 14 00-Work Restrictions

19. Works hours shall generally be performed during normal business hours, but will potentially need to coordinate with building operations and staff hours. It is anticipated that the Contractor will be permitted to work Saturdays upon request. Should the Contractor elect to work on Saturday or Sunday, notification to the Owner and Engineer at least 48 hours in advance shall be required.
20. Provide background checks for employees anticipated to work on-site during the project.
21. Owner occupies the premises during construction to conduct his normal operations. Cooperate with Owner in construction operations to minimize conflict and to facilitate Owner usage.

Section 01 40 00-Quality Requirements

22. A full time superintendent is required for the project.

Section 01 77 00-Closeout Procedures

23. The following warranties shall be required to commence on the date of Final Acceptance of the project:
 - a. Thermoplastic Single Ply Roofing System Warranty (Base Bid - 30-Year) (Alternate No. 1 - 20-Year)
 - b. Pre-finished Sheet Metal Finish Warranty (30-Year)
 - c. Elastomeric Joint Sealant Warranty (5-Year)
 - d. Contractor's Guarantee (5-Year)
 - e. Asbestos Free Warranty
24. Contractor shall submit all closeout documents within thirty (30) days from Punch List.

Technical Specifications/Contract Drawings

25. General Scope of Work: Remove existing roofing system down to the concrete deck and install self-adhered vapor retarder, 1-1/2" polyisocyanurate roof insulation adhered in foam adhesive, 1/4"/Ft. tapered polyisocyanurate roof insulation (1-1/2" starting thickness) adhered in foam adhesive, 1/2" coverboard, and fully adhered 80-mil PVC roof membrane.
26. Stormwater Drainage Provisions: Provide new roof drains and associated flashings at Roof Sector B, retrofit roof drains and associated flashings at Roof Sector A, and primary through-edge scuppers at Roof Sector C (see Details 1/XR502, 3/XR502, and 2/XR503 respectively).
27. Perimeter Flashings: Install polymer-clad continuous cleat and associated heat-welded flashings capped with prefinished metal crimped-on metal edge. Replace backer rod and sealant at all horizontal joints of stone façade (see Detail 1/XR501).
28. Rising Wall Flashings: *Roof Sector A* - Provide new wood blocking at existing expansion joint curb to provide 8" minimum base flashing height. Provide new expansion joint cover and cleat tied-in to existing expansion joint cover (see Detail 3/XR501).

Roof Sector B – Extend PVC flashing membrane to base of existing stone façade/soffit panel. Provide intermittent flashing termination as required by manufacturer. Replace backer rod and sealant at all vertical joints of stone façade. Install polymer-clad continuous cleat and associated heat-welded flashings capped with prefinished metal crimped-on metal edge (see Detail 5/XR503).

Miscellaneous

29. Staging and Material storage areas are as follows:
 - a. The project site was walked by all attendees and possible locations of staging and material storage areas were discussed. Staging and material storage areas shall be confirmed at the Pre-Construction Meeting.

- b. Access to the roof shall be via a Contractor provided stair tower or through the interior of the building. Stair tower shall be set-up where shown on the attached Site Plan. Should the Contractor elect to access the roof through the building, all interior surfaces must be protected during construction and all finishes will be expected to be repaired to match their preconstruction appearance. Access via the interior must be coordinated with building operation and staff hours.
 - c. Contractor access to the interior will be allowed. Access cards for Contractor interior access can be obtained through the State Construction Office. NCDOA will provide more information on how to obtain the access card during the Pre-Construction Meeting.
 - d. Please note that during construction materials shall be properly stored and protected once delivered to the site. Contractors may only submitted for payment for work completed and materials stored on site (materials stored off site shall not be included in applications for payment).
 - e. The Contractor will provide a portable toilet facility and handwashing station, as required.
30. Bidders wishing to make additional site visits shall contact NCDOA/REI to coordinate an appointment for additional visits. Please allow 24 hours of advance notice to schedule the site visit.
31. All bidding or specification related questions are to be directed to REI Engineers in writing (email) by 5:00 PM on Monday, September 29, 2025 in an effort to keep addenda from being issued after September 30, 2025.

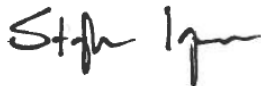
Additional Information

32. Please note that an underground tunnel runs between the Archives and History Building and the Annex Building to the north.
33. Contractor shall be responsible for all fees and coordination with the State Parking Office if planning on reserving parking spots in nearby State-Owned parking lots. Contractor shall also be responsible for all fees and coordination with the City of Raleigh for all street, sidewalk closures.
34. A construction project is currently on-going at the 3rd Floor of the Archives and History Building. Additionally, an exterior window project is scheduled to go out to bid Fall 2025. Contractor shall not interrupt other construction operations at the facility. Contractor will be expected to cooperate with Owner and other Contractors in construction operations to minimize conflict and to facilitate Owner usage and other projects.
35. Contractor will be expected to coordinate dumpster removal and resetting with City of Raleigh special events.

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

Sincerely,

REI Engineers



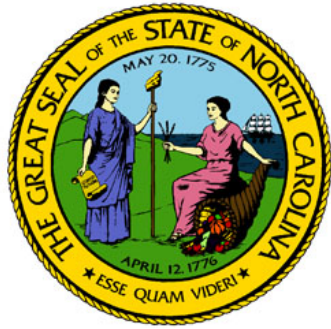
Stephen Ingram, PE, RRC, CBECxP
Project Engineer

Enc: Pre-Bid Meeting Sign-in Sheet

cc: Attendees



Site Plan



NCDOA Archives and History Building
Roof Replacement
SCO ID No. 25-29291-01A
REI Project No. R25RAL-013
Tuesday, September 23, 2025 - 10:00 am



Company Name	Representative Name	Telephone #	E-mail address <i>All Addenda will be sent to the email address(es) provided here.</i>
REI Engineers, Inc.	Stephen Ingram	(919) 605-4033	singram@reiengineers.com
NCDOA	Samantha Farrington	(984) 236-5449	samantha.farrington@doa.nc.gov
NCDOA	Fady Wahby	(984) 236-5448	fady.wahby@doa.nc.gov
NCDOA	Adam Caudill	(919) 369-5165	adam.caudill@doa.nc.gov
NCDNCR	Steven Miller	(919) 814-6615	steven.miller@dncr.nc.gov
Owens Roofing, Inc.	Joey Tillman	(336) 707-2051	joey@owensroofinginc.com estimating@owensroofinginc.com
Highland Roofing Company	Brian Russell	(919) 628-6433	brussell@highlandroofingcompany.com
Nations Roof	Greg Stehura	(704) 496-3514	gstehura@nationsroof.com
Chapmans Construction LLC	Dustin Johnson	(919) 482-5718	dustin@chapmansconstructionnc.com chapmanjohn86@gmail.com
Wayne Roofing and Sheet Metal	Hunter Steed	(919) 734-5475	hunters@wayneroofingnc.com
ABC Supply	Dalton Abrams	(919) 897-4966	dalton.abrams@abcsupply.com
Vanguard Builders	Matthew Coleman	(919) 300-6621	matt@vgbnc.com
AAR Roofing	Greg Lyon	(336) 624-0020	pc@aarnc.com
BAR Roofing	Nathan Darrah	(336) 391-1670	nathanbarrfg@gmail.com jasonbarrfg@gmail.com

Company Name	Representative Name	Telephone #	E-mail address <i>All Addenda will be sent to the email address(es) provided here.</i>
Eskola	David Brunson	(984) 332-2662	dbrunson@eskolaroofing.com
Eskola	Kandice Hendricks	(919) 748-9078	khendricks@eskolaroofing.com
DLT Roofing	Lloyd Bullard	(910) 709-1019	lloyd@dltroofing.com
WxTite	Cody Richardson	(919) 793-6071	crichardson@wxtite.com
JT Murphy	Kevin Powell	(919) 884-6381	jtmurphy@jtmurphyconstruction.com
QXO/Roofers Supply	Chris Maples	(919) 619-0717	christopher.maples@qxo.com
Morlando Crane	Billy Jones	(919) 810-1935	billyj@morlandocrane.com
Curtis Construction	Joe Mobley	(252) 939-5685	joe@curtiscc.com
Sarnafil	Mike Ledford	(252) 558-8155	mledford@integratedproductsgrp.com

SECTION 07 26 13
SELF-ADHERED VAPOR RETARDER

PART 1 GENERAL

1.1 SUMMARY

1.1.1 Section Includes:

1.1.1.1 Prime concrete deck.

1.1.1.2 Provide self-adhered vapor retarder.

1.2 RELATED DOCUMENTS

1.2.1 Drawings and general provisions of the Contract, including General and Supplementary Conditions, Division 1 Specification Sections and the following Specification Sections, apply to this Section:

1.2.1.1 Section 06 10 00 - Rough Carpentry

1.2.1.2 Section 07 01 50 - Preparation for Reroofing

1.2.1.3 Section 07 22 16 - Roof Insulation

1.2.1.4 Section 22 14 26 - Roof Drains

1.3 REFERENCE STANDARDS

1.4 SUBMITTALS

1.4.1 Product Data: Manufacturer's Product Data Sheets for materials specified certifying material complies with specified requirements.

1.4.2 Manufacturer's Instructions: Latest edition of the Manufacturer's current material specifications and installation instructions.

1.5 QUALITY ASSURANCE

1.5.1 Inspected by the Contractor and Manufacturer's technical representative; repair and prepare to meet the Manufacturer's requirements prior to installing the roof insulation system.

1.6 DELIVERY, STORAGE AND HANDLING

1.6.1 Delivery. Deliver materials in the manufacturer's original sealed and labeled containers and in quantities required to allow continuity of application.

- 1.6.2 Storage: Store materials out of direct exposure to the elements on pallets at least 4 inches above ground level at site location acceptable to the Owner.
 - 1.6.2.1 Storage trailers are acceptable provided they are equipped with a lock and located at a site location acceptable to the Owner.
 - 1.6.2.2 Utilize tarps that cover materials to prevent moisture contamination. Remove or slit factory shrouds and/or visqueen; do not use these materials as tarps.
 - 1.6.2.3 Install vapor retarders under material storage areas located on the ground.
 - 1.6.2.4 Store roll goods on end on a clean flat surface.
 - 1.6.2.5 Remove damaged or deteriorated materials from the job site.
- 1.6.3 Handling. Handle materials in such manner as to preclude damage and contamination with moisture or foreign matter.
- 1.7 JOB CONDITIONS
 - 1.7.1 Environmental Requirements
 - 1.7.1.1 Do not apply during precipitation and do not start in the event there is a probability of precipitation during applications.
 - 1.7.1.2 Do not apply at or below the dew point temperature.
 - 1.7.1.3 When conditions are damp and where adjacent roof areas have moisture or dew, dry roof to prevent tracking water over the membrane substrates.
 - 1.7.1.4 At ambient temperatures of 40°F and below, including wind chill, take precautions to ensure adhesives and other materials maintain the minimum acceptable temperature at the point of roofing application as recommended by the membrane manufacturer.
 - 1.7.2 Protection
 - 1.7.2.1 Protect against staining and mechanical damage of adjacent surfaces and work areas during application. Staining, mechanical damage, or discoloration of the membrane is cause for rejection.
 - 1.7.2.2 Protect materials being installed and storage of materials against wind related damage.

PART 2 PRODUCTS

2.1 MATERIALS

- 2.1.1 Vapor Retarder: 32-mil, self-adhesive SBS modified bitumen with a tri-laminated woven polyethylene facer; adhesive backing covered with a silicone release liner.
- 2.1.2 Primer: Manufacturer's approved polymer emulsion-based primer as recommended by substrate conditions.

PART 3 EXECUTION

3.1 INSPECTION

- 3.1.1 Conduct a pre-job conference including the Engineer, Contractor, and the membrane manufacturer's representative prior to the application of the roofing.
- 3.1.2 Verify work penetrating the roof deck or affecting the roofing has been properly completed.

3.2 PREPARATION

- 3.2.1 Prepare surfaces clean, sound, dry, and free of loose materials, contaminants, water, frost, ice, oil and grease that interfere with proper adhesion.
- 3.2.2 Prepare concrete surfaces to achieve a Concrete Surface Profile CSP 3 to CSP 5 in accordance with ICRI 310.2R.

3.3 APPLICATION

- 3.3.1 Apply in accordance with manufacturer's instructions.
- 3.3.2 Primer:
 - 3.3.2.1 Primer is required on substrates except for steel.
 - 3.3.2.2 Shake or stir primer before applying.
 - 3.3.2.3 Primers can be rolled, brushed or sprayed.
 - 3.3.2.4 Let the primer dry.
- 3.3.3 Begin the installation at the low point of the roof. Unroll vapor retarder onto the substrate for alignment. Overlap each sheet by 3 in on the side lap and 6 in on the end laps.
- 3.3.4 Once the roll is aligned, peel back a portion of the silicone release film and press vapor retarder onto the substrate. When securely adhered, remove the remaining release film from the roll.

- 3.3.5 Use a minimum 100 lb. steel roller to press the vapor retarder onto the substrate including the laps. Use the roller to push out air bubbles in the membrane. Do not cut the membrane to remove a bubble.
 - 3.3.6 Apply trowel grade adhesive to seal around penetrations, T-joints, and fish mouths. Do not apply trowel grade adhesive where it comes into direct contact with the roof membrane.
 - 3.3.7 Inspect application each day. Repair deficiencies daily prior to beginning or resuming other work.
- 3.4 CLEAN UP
- 3.4.1 Remove debris and excess material from the roof area. Pick-up loose fasteners and sheet metal scraps.
 - 3.4.2 Clean off/remove excess adhesive, sealant, stains and residue on the membrane and flashing surfaces.

END OF SECTION