



**Dorchester School  
District Two  
First Addendum**

Solicitation Number: 2425-014  
 Date: April 24, 2025  
 Procurement Official: April Courtney  
 Phone: (843)695-5398  
 E-Mail Address: [apcourtney@dorchester2.k12.sc.us](mailto:apcourtney@dorchester2.k12.sc.us)

DESCRIPTION: Windsor Hill ES Partial Roof Replacement & Exterior Wall Renovation

*The Term "Offer" Means Your "Bid" or "Proposal".*

SUBMIT OFFER BY: **May 5, 2025 @ 2:30 PM** See "Deadline for Submission of Offer" provision

QUESTIONS MUST BE RECEIVED BY: **April 23, 2025 by 5:00 PM** See "Questions from Offeror's provision

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original**

**Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.**

SUBMIT YOUR BID AT: Dorchester School District Two  
 815 South Main Street  
 Summerville, SC 29483  
 Attention: April Courtney  
 In Re: IFB #2425-014

See "Submitting Your Offer" provision

CONFERENCE TYPE: **Non-Mandatory Pre Bid Site Visit**  
 Date: April 21, 2025 at 1:00 PM  
 As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions

LOCATIONS:  
 Windsor Hill ES  
 8600 William Moultrie Blvd.  
 North Charleston, SC 29420

AWARD &  
 AMENDMENTS

Award will be posted at the Physical Address stated above on May 13, 2025.  
 The award, this solicitation, and any amendments will be posted at the following web addresses:  
**Solicitations, Amendments, & Awards: [Solicitation & Awards](#)**  
**It is the responsibility of the offeror to check this website for amendments**

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of sixty (60) calendar days after the Opening Date.

NAME OF OFFEROR <small>(Full legal name of business submitting the offer)</small>		OFFEROR'S TYPE OF ENTITY: <small>(Check one)</small> <input type="checkbox"/> Small (15 employees of less) <input type="checkbox"/> Women <input type="checkbox"/> Minority <input type="checkbox"/> Other _____ <small>(See "Signing Your Offer" provision.)</small>
AUTHORIZED SIGNATURE <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>		
TITLE <small>(Business title of person signing above)</small>		
PRINTED NAME <small>(Printed name of person signing above)</small>	DATE SIGNED	

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION (If offeror is a corporation, identify the state of Incorporation.)

TAXPAYER IDENTIFICATION NO.

**PAGE TWO**

**(Return Page Two with Your Offer)**

<b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)	<b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)			
	Area Code	Number	Extension	Facsimile
	E-mail Address			

<b>PAYMENT ADDRESS</b> (Address to which payments will be sent.)	<b>ORDER ADDRESS</b> (Address to which purchase orders will be sent)
<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address (check only one)	<input type="checkbox"/> Order Address same as Home Office Address <input type="checkbox"/> Order Address same as Notice Address (check only one)

<b>ACKNOWLEDGMENT OF AMENDMENTS</b>  Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue.  See "Amendments to Solicitation" Provision	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<b>DISCOUNT FOR PROMPT PAYMENT</b>	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	____ Calendar Days (%)
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<b>PREFERENCES DO NOT APPLY</b>

AMENDMENTS TO SOLICITATION (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the District's [Solicitation and Awards](#) page, (b) Bidders shall acknowledge receipt of any Amendment to this solicitation (1) by signing and returning the Amendment, (2) by letter, or (3) by submitting a bid that indicates in some way that the bidder received the Amendment.

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**SCHEDULE:**

The District issues this First Amendment for pre-bid site visit meeting minutes, pre-bid meeting agenda, and pre-bid sign in.

# MEETING MINUTES

## 2425-014 WINDSOR HILL PARTIAL ROOF REPLACEMENT & EXTERIOR WALL RENOVATION

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Date: April 21, 2025

Time: 1:00 AM

Meeting called to order by: April Courtney, Procurement Specialist

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### IN ATTENDANCE

See Attached Meeting Sign In

### OPENING

A Courtney opened non-mandatory site visit by reading the solicitation schedule for 2425-014 Windsor Hill ES Partial Roof Replacement & Exterior Wall Renovation.

- Issue of IFB April 11, 2025
- Non-mandatory Site Visit April 21, 2025 at 1:00 PM
- Deadline for Questions April 23, 2025 by 5:00 PM
- Response to Questions April 25, 2025
- Submit Bid May 5, 2025 by 2:30 PM
- Notice of Award May 13, 2025

### PRE-BID MEETING AGENDA

Gustavo Gonzales read the pre-bid meeting agenda (See Attached). Afterwards contractors were allowed to view roof and exterior walls.

### ADJOURNMENT

A Courtney asked any additional questions and meeting was adjourned at 1:50 PM

PRE-BID SIGN-IN

OWNER: Dorchester School District Two

PROJECT: 2425-014 Windsor Hill ES Partial Roof Replacement and Exterior Wall Renovation

Name	Company	Phone No.	Email
Gustavo Gonzales <i>GG</i>	REI Engineers	(229) 630-0795	<a href="mailto:ggonzales@reiengineers.com">ggonzales@reiengineers.com</a>
Dru Smith <i>DS</i>	REI Engineers	(843) 790-4378	<a href="mailto:dsmith@reiengineers.com">dsmith@reiengineers.com</a>
<i>APRIL COURTNEY</i>	<i>DD2</i>	<i>(843) 695-4423</i>	<i>apcourtney@dorchester2.k12.sc</i>
<i>Curtis Hodge</i>	<i>Southern Roofing</i>	<i>803 720 8803</i>	<i>Curtis@Southernroofing.com</i>
<i>Chance Lamb</i>	<i>Exterior Building Services</i>	<i>(843) 901-2311</i>	<i>clamb@extbuildingervices.com</i>
<i>Terry Land</i>	<i>Land Roofing Co.</i>	<i>903-968-7300</i>	<i>Landroofingcompany@gmail.com</i>
<i>MATT GREGG</i>	<i>Soprema</i>	<i>704.918.6232</i>	<i>Mgregg@SOPREMA.US</i>
<i>Jacob Simmons</i>	<i>Escola dba Keating</i>	<i>843-478-8147</i>	<i>jacob@keatingroof.com</i>
<i>Thomas Hogan</i>	<i>Radeo Roofing</i>	<i>980-312-1401</i>	<i>thogan@radeoroofting.com</i>
<i>Jeremy Horstman</i>	<i>Southern Roof + Wood Care</i>	<i>912-429-0904</i>	<i>jeremy@southernroof.com</i> <del><i>danny@southernroof.com</i></del>
<i>Audrey Flanagan</i>	<i>AAR of NC</i>	<i>336-462-0025</i>	<i>PC@AARNC.COM</i> <i>AUDREY@AARNC.COM</i>
<i>Arnold Nuzum</i>	<i>Fac. Maint DD2</i>	<i>843-297-3103</i>	<i>ANuzum@DORCHESTER2.K12.SC.US</i>
<i>Cleve Henderson</i>	<i>Beacon</i>	<i>(813) 730-4470</i>	<i>cleve.henderson@becon.com</i>



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PROJECT: 2425-014 Windsor Hill ES Partial Roof Replacement and Exterior Wall Renovation  
OWNER: Dorchester School District Two  
ENGINEER: REI Engineers

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- Meeting Opening
- Sign-In Sheet
- Introductions
- Bid Due Date, Time and Location
  - May 5, 2025 at 2:30PM, Facilities Office located at 815 South Main Street, Summerville, SC 29483
- Bid Security and Performance and Payment Bonds
  - Bids must be accompanied by a certified check or bid bond in an amount equal to at least five percent (5%) of the total amount of the total project cost.
  - Both a Performance Bond and a labor and materials Payment Bond, each in an amount equal to at least one hundred percent (100%) of the total amount of the bid for the completed work, will be required of the successful bidder no later than at the time of execution of the Contract. Utilize forms contained in Bid Documents.
- Question/Final Addenda Deadline
  - Question Deadline: April 23, 2024 at 5:00 PM
  - Date for Final Addenda: April 28, 2024
- Review of Bid Form
  - Base Bid: Total inclusive of Quantity Allowances.
  - Quantity Allowance: Provide Unit Bid Price and Total Allowance proposal for seven Quantity Allowances.
  - Unit Prices: Provide proposed quotes for seven Unit Prices.
  - Manufacturer: List one manufacturer for thermoplastic single ply roof.
  - Addendum: Indicate all Addenda Numbers and Dates.
  - SC License No.: indicate on the outside of the envelope company name, address, South Carolina Contractor's License Number and DSD2 Solicitation Number.
- Schedule
  - Liquidated Damages: \$1,000 per calendar day
  - Anticipated Start Date: Bid shall be good and may not be withdrawn for a period of sixty (60) calendar days after the scheduled closing time for receiving bids.
- Work Restrictions
  - Work Hours: Normal business hours. If outside of normal business hours, notification to the District at least 48 hours in advance is required.
  - Special Event Schedule: Coordinate with School's testing and special events schedule.
- Staging and Material Storage
  - Roof Access. Staging and Material Storage: Roof areas not in contract shall not be used for roof access, staging or material storage. Store materials within areas designated by owner.
- Addenda
  - Indicate receipt on Bid Form.
  - Following addendum will include Pre-Bid Meeting Minutes and sign-in sheet.