



ADDENDUM I

Design Services for Roof Replacements For Chapel Hill Public Works Campus Buildings

BID: A/E 25-001

FROM: Zakia Alam, Purchasing & Contracts Manager

SUBJECT: Addendum I - Design Services for Roof Replacements for Chapel Hill Public Works Campus Buildings

DATE: September 10, 2024

This Addendum is to provide answers to the questions that we have received. Listed below are the questions received and our responses:

1. **QUESTION:** Under the "Team Organizational Chart" section, would it be appropriate to include our personnel's resumes to highlight their experience and qualifications?

Answer: Yes, that would be Appropriate. What we are most interested in is - who will be doing the actual design and fieldwork.

2. **QUESTION:** Under the "Client References" bullet, the Town states to show references for "commercial roofing projects." Does this mean references for projects that are not residential? Are municipal references acceptable?

Answer: Not Residential. This will be a Membrane Roof Project thus, we are looking for other similar types of projects that have been successfully executed.

3. **QUESTION:** What format does the Town of Chapel Hill prefer for the detailed drawings? Would images be acceptable, or is a specific format required? Additionally, should the project name and client information be included on the drawings??

Answer: Good, clear images will suffice, and the project name and date should be included.