

**ADDENDUM NO. 1**

To the Drawings and/or the Specifications for  
**Harford County Public Schools**  
**Harford High School**  
**Comprehensive Roof Replacement – CAG 25-1**  
Bel Air, Maryland

Gilbert Architects Inc.  
626 N. Charlotte St.  
Lancaster, PA 17603  
(717) 291-1077

March 31, 2026

Project Manager: Kevin McCandless

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Revisions and modifications contained in this Addendum supersede the previously issued Documents for the above referenced Project. Prebid meeting sign-in sheets are provided for informational purposes only and do not modify the Contract Documents.

**SUPPLEMENTAL INFORMATION**

1. Copies of the Pre-Bid Conference Meeting Minutes and sign-in sheet are attached herein for information purposes.

END OF ADDENDUM NO. 1

HARFORD COUNTY PUBLIC SCHOOLS  
PRE-BID CONFERENCE AGENDA

NORTH HARFORD HIGH SCHOOL  
COMPREHENSIVE ROOF REPLACEMENT & ROOFTOP ERU REPLACEMENT

Wednesday, March 25, 2026 @ 10:00 a.m.

I. **INTRODUCTIONS**

A. Opening Comments

1. Welcome to Harford County Public Schools for the Pre-Bid Conference for the North Harford High School Comprehensive Roof Replacement & ERU Replacement Project.

2. Introduction of Guests:

Harford County Public Schools:

Charles Grebe, Assistant Supervisor in Planning & Construction

Chris Morton, Supervisor in Facilities Management

Art Novotny, Roofing Crew Chief

Brittney Mattlin, Construction Project Assistant

Michael Channel, Inspector

Justin Evans, Assistant Supervisor Facilities BAS, HVAC

Michael Quigg, NHHS Principal

Adam Milanoski, NHHS Assistant Principal

Zachary Beavers. NHHS Chief Custodian

Gilbert Architects:

Kevin McCandless

Chris Bonner

Gipe Engineers:

Scott Dixon

3. Project Description- The project consists of the following:

- Roofing work includes removing existing built-up roofing, cover board, insulation, and flashings where indicated; preparation of existing deck, including repair or replacement of unsuitable deck; infill openings at locations of abandoned/removed equipment; and installation of new roofing system. Raise curbs, perimeter flashings as required to accommodate thickness of additional insulation and cover board. Raise, extend, relocate or remove existing HVAC, plumbing, electrical and telecommunications, equipment/items as indicated on drawings.
- Alternate #1 is to replace existing Rooftop ERU's as identified by the Mechanical. Electrical and Structural drawings.
- Roofing work encompasses the main high school building for a combined total of approximately 156,100 sq.ft.
- Refer to Spec Section 01 1000-1 for Summary of Work

## II. ADMINISTRATIVE DETAILS

- A. Sign-in Sheet - Please sign in
  
- 1. Availability of Plans & Specs - Plans and Specifications may be obtained by interested contractors by providing the following information via email to [Brittany.mattlin@hcps.org](mailto:Brittany.mattlin@hcps.org): Company Name, Mailing Address, Phone Number and Main Contact's Email Address.
  
- B. Bidding & Project Schedule - Sealed bids will be received by the Harford County Public Schools Facilities Complex, Hickory Learning Center, 2209 Conowingo Road, Bel Air, MD 21015. **Thursday, April 16, 2026. 2:00 p.m. local time. Bidders shall submit the completed Attachment 1A Minority Business Enterprise Utilization and Fair Solicitation Affidavit and Schedule for Participation of Certified Minority Business Enterprises within thirty (30) minutes of submitting the bid proposal; failure to submit will result in the bid being determined non-responsive. Then at 2:30 p.m. local time all bids will be publicly opened and read.**
  
- C. Bid Opening Procedures - **BOE Approval – May 4, 2026  
IAC Approval – June 11, 2026  
NTP – May 5, 2026**  
Substantial Completion date:  
August 20, 2027
  
- D. Contractor Qualification Statement - Contractor's wishing to submit proposals issued by Harford County Public Schools shall be pre-qualified by HCPS as set forth by the Code of Maryland Regulations (COMAR), Article 21.05.02.05. Contractor shall submit a Contractor's Qualification

Statement (AIA Document 305-2020) three (3) days prior to receipt of bids, to HCPS Planning & Construction Department. Can be emailed to my attention: chuck.grebe@hcps.org

- E. Prevailing Wage - Maryland State Prevailing Wage rates will apply to this project because there is more than 50% State Participation.
- F. State Sign - The contractor is responsible to furnish, erect and maintain the state sign as outlined in Specification Section 01 5000-1.
- G. Alternates - There is one alternate to provide replacement of all Rooftop Energy Recovery Units and associated work as shown on the Structural, Mechanical & Electrical Drawings.

### III. **MINORITY BUSINESS ENTERPRISE PROCEDURES**

- A. Goal – Attempt to achieve 25%
  - Minimum of 8% from certified African-American owned businesses
  - Minimum of 11% from certified Woman owned businesses
  - Balance from all other certified minority businesses
- B. Documents required with bid:
  - 1. Bid Bond
  - 2. Affidavit of Qualification to Bid
- C. Documents required within thirty (30) minutes of submitting the bid proposal:
  - 1. Attachment “1A” – Certified MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule

**Note: Bid Bond and Attachment “1A”, must be submitted in proper form and content at the time of bid opening or the bid will be rejected as non-responsive.**

- D. Documents required by low bidder within 10 days:
  - 1. Outreach Efforts Compliance Statement
  - 2. Statement of Intent
  - 3. Request for Exception Form
  - 4. Minority Business Contractor Unavailability Certificate

IV. **EMPLOYMENT OF SEX OFFENDERS AND OTHER CRIMINAL OFFENDERS**

- A. Section 11-722 of the Criminal Procedure Article of the Maryland Code prohibits any person with a contract with a local Maryland school system from knowingly employing an individual to work at the school if the individual is registered as a sex offender pursuant to Section 11-704 of the Criminal Procedure Article.
- B. The Contractor shall acknowledge the following requirements of Section 11-722 of the Criminal Procedure Article, and Section 6-113 of the Education Article, Annotated Code of Maryland.
- C. Direct unsupervised and uncontrolled access with students is prohibited. If you, as the Contractor/Site Supervisor, witness or suspect your employee(s) entering into a student area, action must be taken immediately to rectify the situation.
- D. The apparent low bidder shall complete and submit the Employment of Sex Offenders and Other Criminal Offenders Affidavit, (Section 006400), which is specified in the bid documents within ten (10) working days after notification that the firm is the apparent low bidder.

V. **ARCHITECT INFORMATION**

- A. Plans & Specifications, Project Manual
- B. Schedule – Tuesday, June 23, 2026, is an Election Day. Site is closed for Contractors.  
Gym Floor is being re-finished this Summer. Will need to discuss scheduling roof work.
- C. Permits
- D. Administrative Information
- E. Addenda: Last day for questions is 6 days prior to bid, April 10, 2026.

VI. **QUESTIONS, COMMENTS, CONCERNS**

VII. **TOUR OF SITE**

- A. If a contractor needs to return, check in with Main Office upon arrival and departure.

VIII. **CONCLUSION**

**Pre-Bid Meeting Attendance Sheet**  
**North Harford High School**  
**Roof / ERU Replacement Project**  
 Wednesday, March 25, 2026 - 10:00 a.m.  
**Bid Opening – Thursday, April 16, 2026, 2:00 p.m.**  
**Harford County Public Schools Facilities Management Complex**  
**Hickory Learning Center**  
**2209 Conowingo Road, Bel Air, Maryland 21015**

Name	Company & Address	Telephone # Fax #	Email Address
Justin Evans	HCPS		
Bill Tziandoukakis	D PROJECT INC	410 412 7827	bill@dproject.co
Tripp Nash	FA Taylor & Son	410-477-5330	Tripp@Fataylorson.com
Larry Nash	FA Taylor & Son	410-477-5330	lnash@FATaylorson.com
Sam Muffolotto	Color Roofing	410-242-0600	Same colorroofing.com
Matt Reoli	Detwiler Roofing	717-200-4000	info@detwilerroofing.com
BRITTON MATTHEW	HCPS	410-688 5639	
Jamie Mattheu	HCPS	410-638-3650	
Esvin Lemus	Harbor Roofing	240 475 7196	
Hector Pinzen	SGK Contracting	410-631-0103	sgk@sgkcontracting.com
Alex Lopez	St Marys Roofing	240 534 2207	alex@stmarysroofing.com

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Name	Company & Address	Telephone # Fax #	Email Address
CHUCK GREBE	HCPS- Pac	410-638-4211	chuck.grebe@hcps.org
Zach Beavers	HCPS		Zachary.Beavers@hcps.org
Ioannis Kiotsikoglou	Dynamic General Contracting	410-282-4510	info.DynamicGeneralContracting@gmail.com
Anthony Butta	TMF	410-668-1210	abutta@townsendsmith.com
Art Nowotny	HCPS	410-688-951	arthur.nowotny@hcps.org
Chris Bonner	Gilbert	717-908-6905	cbonner@gilbertarchitects.com
Michael Channell	HCPS		michael.channell@hcps.org
KEVIN McCANDLESS	GILBERT ARCH.	717-203-2750	kmcandleless@gilbertarchitects.com
Josh Langenfelder	Langenfelder Mech	410-977-0400	Josh@langenfelder.net
Scott Dixon	Gipe Assoc.	410-832-2420	sdixon@gipe.net

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Name	Company & Address	Telephone # Fax #	Email Address
Andreas Kikonikis	Island Contracting	3475500944	ngp788@gmail.com
John Kikonikos	Island Contracting Inc.	347-287-7982	jkikonikos@islandcontractinginc.net
Brian Heister	RoofPro/Carlisle	410-829-5450	brian@roofpro.com
Eugene McDowell	Bard M	410 6939820	Eugene.tag@gmail.com