

CITY OF CALISTOGA

Public Works Department
414 Washington Street • Calistoga, CA 94515
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October 1, 2025

**Re: BUTLER BUILDING RE-ROOFING PROJECT,
Project No. 25-5565 ADDENDUM NO.1**

Dear Sir/Madam:

Enclosed herein is Addendum Number 1 for the above referenced project. Addendum Number 1 and its attachments forms a part of the contract documents, and modifies the original plans and specifications and shall be acknowledged in the Addendum Acknowledgement page. **All other conditions remain the same.**

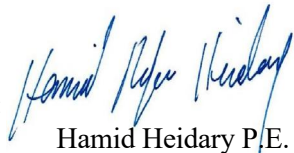
ADDENDUM NUMBER 1 (three (3) pages including this page)

Enclosed please see the minutes of the Pre-bid meeting and answer to bidders questions.

Please complete the Addendum Acknowledgement in the Contract Proposal acknowledging receipt of this addendum.

Thank you for your interest in this project. If you have any questions regarding this addendum, please contact John Chase (Jchase@calistogaca.gov). All questions regarding this addendum must be e-mailed no later than 72 hours prior to the bid opening date. Please include project reference in your correspondence.

Sincerely Yours,
Sheli Wright
Fairgrounds Revitalization Director

By: 
Hamid Heidary P.E.
Principal Civil Engineer

CITY OF CALISTOGA

PRE-BID MEETING MINUTES

BUTLER BUILDING RE-ROOFING PROJECT, Project No. 25-5565

Date: September 30, 2025, 2:00 PM

Location: Job site

INTRODUCTIONS

Owner – City of Calistoga

Sheli Wright, Fairground Director

(707) 942-2780

John Chase, Building Official

(707) 942-2825

Hamid Heidary, Principal Civil Engineer

(707) 942-2828

PURPOSE: To provide a general overview of the project, to develop a mutual understanding of the project requirements and to identify any questions regarding the project.

DISCUSSION ITEMS:

1. This pre-bid meeting is not mandatory. Pre-Bid minutes will be sent out as an addendum. The acknowledgement of addenda is required to be eligible to bid on this contract. Please leave your business card in-lieu of signing an attendance sheet.
2. Bids will be due and publicly opened and declared on **October 6, 2025 at 2:00 p.m.** in front of City Hall, 1232 Washington Street, Calistoga, California 94515.
All bids shall be submitted and opened according to the following procedure:
 - A. Bid Proposals may be delivered via express mail, regular mail or any of the overnight/express services, such as FedEx, UPS and USPS. The delivery service MUST deliver the bid prior to the deadline time posted above. POSTMARKS ARE NOT ACCEPTED
 - B. If you choose to deliver your Bid Proposal in person, the TIME TO DELIVER BIDS is within the ONE HOUR WINDOW FOR DELIVERY prior to the deadline posted above. No bids will be accepted in person outside of this time window. Drop-offs at or after 2:00 PM on Monday, October 6, 2025 will not be accepted.
3. Plans and Specifications: Bidders must purchase plans set from BPXpress to be on plan holders list, and receive addenda notifications. The Contract Plans and Specifications are supplemented with the California Building Codes and City of Santa Rosa Construction Standards as amended by the City of Calistoga.
4. Contractor's License: The Contractor shall possess either a Class "A" license (General Engineering) or C-39 (Roofing) Contractor License or a combination of classes required by the categories and types of work included in the contract.
5. City Business Permit: Contractor and all subcontractors shall obtain a City Business license prior to starting work.

6. Prevailing wages are required for this project. All labor on this project shall be paid at not less than the minimum wage rates established by the State of California's Director of Industrial Relations (State Wage Rates).
7. Construction administration (i.e. payment processing, claims, etc.) will be performed by Fairgrounds Revitalization Director or its designee. Construction Management and inspection will be performed by the City of Calistoga Building Department staff or its designee.
8. The Engineer's Estimate for the base bid is \$90,000.
9. Schedule: See Section GC-8 Prosecution and Progress of the General Conditions. The project is to be fully completed within 22 working days from the date specified in the Notice to Proceed. The Contractor shall pay the City as liquidated damages the sum of \$3,600 for each and every calendar day delay in substantial completion of the work in excess of 22 working days.

Additional Discussion Items:

The following questions were addressed during the meeting:

Q1: Where can the contractor stage the construction?

A1: Under the shade structure on the east side of the building.

Q2: Is there any public event scheduled at the fairground during the construction?

A2: There are no public events currently scheduled at the fairground during the construction period. However, if any events are scheduled, the contractor will be responsible for securing the job site accordingly to ensure public safety and minimize disruption.

Q3: How do gutter, downspout and fascia replacement and repair will be paid?

A3: Removal and re-installation of the fascia is required for gutter replacement. The cost of replacing gutter on the upper roof should be considered in the lump sum bid price of the bid item for "Roofing of the upper main roof".

Q4: Does the City want all gutters on the upper roof to be replaced, or could contractor repair the existing gutters? If repair is allowed, what type of repair is acceptable to the City?

A4: See previous answer.

Q5: Do the swamp coolers, grease traps and vents need to be replaced or should they be removed and re-installed? If they are to be replaced, how will they be paid for?

A5: Two existing swamp coolers should be removed and left on the ground. Plumbing and electrical for the swamp coolers shall be dead ended and left in place. Hood vents shall be raised at a height that is code compliant.

Q6: is there a hazmat report for the building?

A6: No

Q7: Is there any asbestos material in the building?

A7: Not to our knowledge.