



Roy Cooper, Governor

Todd Ishee, Secretary

Job Order No. 4466

Contract No. C11628

ANSON CI CLASSROOM UPFIT
552 PRISON CAMP RD.
POLKTON, N.C. 28135

9/30/2024

C11628 - Addendum No. 01
SCO-ID # 24-27644-01A

A. Additional Project Information:

This addendum is being issued to publish the meeting minutes from the pre-bid conference held 09/19/24 and to publish Supplementary Instructions to Bidder and General Conditions of the Contract recreated by Raymond Engineering. Any additional request for information will need to be received in writing no later than 7 days prior to the bid opening to allow sufficient time for a response to be submitted to all invested parties. ***This addendum is hereby made part of the bid documents and will be binding under the contractual agreement entered into between the bidder and the North Carolina Department of Adult Correction, Central Engineering.***

Attachment: Pre-bid meeting agenda and minutes.

Addendum 1 from Raymond Engineering

Job Order No. 4466

Contract No. C11628

B. Questions and Comments:

<u>Questions / Comments:</u>	<u>Answers / Clarifications:</u>
IS A JOBOX ALLOWED ON SITE FOR TOOL STORAGE AND TO REDUCE ENTRY TIME?	YES, A JOBOX IS ALLOWED IN THE CONSTRUCTION AREA. IT MUST BE LOCKED AT ALL TIMES AND HAVE A TOOLS INVENTORY WITHIN. JOBOX SHOULD BE INVENTORIED AT THE START AND END OF EACH DAY.
ARE CONTRACTORS ALLOWED TO HAVE CELL PHONES ONSITE?	YES, THE CONTACTOR IS ALLOWED TO HAVE A MAXIMUM OF TWO CELL PHONES ONSITE. CONTRACTOR MUST ENSURE THAT THERE ARE NO INMATES IN ANY PICTURE TAKEN ONSITE.
WHAT ARE THE NORMAL WORKING HOURS OF THE PROJECT?	NORMAL WORKING HOURS ARE DESCRIBED IN THE PROJECT MANUAL AS MONDAY – FRIDAY 7:30 AM – 6:00 PM. THESE TIMES CAN BE CHANGED WITH PRIOR APPROVAL FROM FACILITY AND NCDAC STAFF.
WILL ANY INMATES BE IN THE AREA DURING CONSTRUCTION TIMES?	THE FACILITY WILL MAKE EVERY EFFORT TO LIMIT INMATES IN THE AREA DURING CONSTRUCTION, HOWEVER THE AREA WHERE WORK IS OCCURING IS ATTACHED TO CORRECTIONS ENTERPRISES AND WILL HAVE INMATES IN THE AREA. IT IS THE CONTRACTOR’S RESPONSIBILITY TO PREVENT INTERACTIONS BETWEEN WORKERS AND INMATES AT ALL TIME.
ARE THERE ANY LQUIDATED DAMAGES FOR THIS PROJECT?	YES, LQUIDATED DAMAGES ARE SET AT \$500.00 PER DAY PAST CONTRACT TIME.
HOW MANY COMMUNICATION DEVICES THAT WILL BE RELOCATED?	THERE IS 1 CAMERA IN EACH ROOM (3 TOTAL), 3 TV’S IN BOTH CLASSROOMS (6 TOTAL) WHICH ARE BELIEVED TO BE BELOW THE PROPOSAED CEILING HEIGHT, 1 TO 2 WIRELESS NETWORK DEVICES IN EACH ROOM (3 TO 6), AND 3 SPEAKERS IN EACH ROOM (9 TOTAL).



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Project Name: ANSON CI CLASSROOM UPFIT
Project Location: 552 PRISON CAMP RD.
 POLKTON, N.C. 28135
NCDPS Job Order: 4466
SCO Project ID: 24-27644-01A
NCDAC Contract: C11628

☒ Pre-Bid ☐ Monthly Conf. ☐ Pre-Final
☐ Pre-Construction ☐ Special Mtg. ☐ Final

Page 1 of 2

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ANSON CI CLASSROOM UPFIT Pre-Bid Meeting Agenda

Project: 552 Prison Camp Rd. Polkton, NC 28135
State Project ID Number: SCO # 24-27644-01A
DAC Central Engineering Job Order # 4466

**Date: 07/03/2024 | Location: 552 Prison Camp Rd. Polkton, NC
| Time 10:00 am**

- 1. INTRODUCTION & SIGN IN SHEET**
- 2. PROJECT DESCRIPTION & SCOPE OF WORK**
 - a. Base Bid: Demolition of existing windows at Classroom and replacement with new, fixed interior aluminum windows with laminated glass in CU Library/Computer Lab. New Acoustic Ceilings with Hi NRC sound dampening capability in CU Library/Computer Lab, CU Class #2, CU Class #3. Life-safety systems (fire alarm and fire sprinkler) as shown in drawings. New lighting, electrical systems, and HVAC distribution systems as shown in drawings. Any remaining AV system upgrades. Any remaining Wireless iNet Access Point installation.
 - b. Alternate: There are no alternates for this project.
 - c. Unit Price: No Unit prices are utilized for this project.
- 3. BID OPENING**
 - a. Date: **10/7/2024**
 - b. Time: Opening at **2:00 pm**
 - c. Location: **2020 Yonkers Rd, Raleigh N.C.**
 - d. Bid Delivery: **4216 Mail Service Center, Raleigh, NC 27699-4216**
- 4. QUESTIONS DURING BID**
 - a. Bidders can submit their questions in writing to: daniel.godwin@dac.nc.gov.
 - b. Question deadline is **9/27/2024, 5:00pm**
- 5. BID ADDENDUM**
 - a. to be issued by **9/30/2024**
 - b. Acknowledge receipt on Bid Form: **Bids shall be received in strict accordance with requirements of the General Statutes of North Carolina. Bid security shall be required as prescribed by statute. Prior to the closing of the bid, the bidder will be permitted to change or withdraw his bid. Guidelines for opening of public construction bids are available from the State Construction Office.**
- 6. PROJECT SCHEDULE - (84) consecutive calendar days from Notice to Proceed Date.**
- 7. PAYMENT**
 - a. Application for Payment must be submitted on the **5th** day of each month. Use AIA Document G702 and AIA Document G703 as form for Applications for Payment. Submit Draft of Application for Payment seven days prior to due date for review by PM and Architect.
- 8. LOGISTIC**
 - a. Laydown area: **On-site storage is limited and shall be allocated and approved by the NCDAC Site representative at the beginning of the job.**

1. The Contractor shall use extreme caution when moving equipment in or out of the project site and buildings and shall coordinate these activities with the NCDAC Site Representative.
2. Absolutely no shipments of materials, etc., will be received or cared for by any NCDAC personnel at the facility. Shipments coming into the site after working hours will not be received and will be sent back for delivery the next working day.
- b. Existing Utility & Temporary Utility: The contractor shall provide necessary and adequate facilities for water, electricity, gas, oil, sewer, and other utility services which may be necessary and required for completion of the project including all utilities required for testing, cleaning, balancing, and sterilization of designated plumbing, mechanical and electrical systems. Any permanent meters installed shall be listed in the contractor's name until work has a final acceptance. The contractor will be solely responsible for all utility costs prior to final acceptance. Contractor shall contact all affected utility companies prior to bid to determine their requirements to provide temporary and permanent service and include all costs associated with providing those services in their bid. Coordination of the work of the utility companies during construction is the sole responsibility of the contractor.
- c. Temporary Toilet Facilities: Temporary toilet facilities will be provided and maintained by the contractor onsite for the duration of the contract. Temporary toilet facilities must be secured by the contractor at all times.

9. SECURITY

- a. DAC Security requirement for contractors: Contractor must follow the security requirements outlined in section 01 1100 – 1/8 to include background checks (PIN) checks on all employees and PREA training for anyone coming in the facility.
- b. Site specific Security requirement: See Section 01 1100 – 1/8
- c. Work hours & break time: 7:30am – 6:00pm Monday through Friday
- d. Cellphone: Cellphones are only allowed on site at owner's discretion. If allowed, contractor must ensure that no inmates are in any photos at the end of each day.
- e. Toolbox & hazardous tools: All tools must be secured at all times. All tools must be inventoried at the beginning and end of each day. An inventory list must be given to the facility prior to work starting.
- f. Ladder: Ladders must be secured at all times.
- g. Inclement weather: Contractor must ensure that all work sites are protected from damaging weather conditions. Contractor must follow all weather installation requirements set forth in Project Manual for all operations.

10. REQUIRED BID SUBMITTALS

- a. Form of Proposal: All bidders must follow all bid requirements established in the contract Project Manual.
- b. Bid Bond: Each proposal shall be accompanied by a cash deposit or a certified check drawn on some bank or trust company insured by the Federal Deposit Insurance Corporation, or a bid bond in an amount equal to not less than five percent (5%) of the proposal, said deposit to be retained by the owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten (10) days after the award or to give satisfactory surety as required by law (G.S. 143-129). Bid bond shall be conditioned that the surety will, upon demand, forthwith make payment to the obligee upon said bond if the bidder fails to execute the contract. The owner may retain bid securities of any bidder(s) who may have a reasonable chance of award of contract for the full duration of time stated in the Notice to Bidders. Other bid securities may be released sooner, at the discretion of the owner. All bid securities (cash or certified checks) shall be returned to the bidders promptly after award of contracts, and no later than seven (7) days after expiration of the holding period stated in the Notice to Bidders. Standard Form of Bid Bond is included in these specifications and shall be used.
- c. MBE: All bidders must follow the "Minority Business Participation Requirements set forth in the contract documents.

11. PERFORMANCE AND PAYMENT BOND, INSURANCE REQUIREMENT

- a. **Performance Bond: The successful bidder, upon award of contract, shall furnish a performance bond in an amount equal to 100 percent of the contract price. See Article 35, General Conditions.**
- b. **Payment Bond: The successful bidder, upon award of contract, shall furnish a payment bond in an amount equal to 100 percent of the contract price. See Article 35, General Conditions.**
- c. **Insurance Requirements: Contractor must Follow all insurance requirements set forth on page 36-37 of contract Project Manual as well as all requirements under the section Supplementary Instructions to Bidders.**
- d. **Insurance Cancellation: The North Carolina Attorney General's Office in concurrence with the Department of Insurance has developed the following acceptable and required verbiage concerning the cancellation of insurance coverage. The Contractor will provide insurance certificate(s) to this office with language appropriately inserted in the insurance certificate block provided for "Special Provisions," as follows:**
"Notwithstanding the preprinted cancellation provisions on this form, coverages afforded under the policies will not be cancelled, reduced in amount nor will any coverages be eliminated until at least thirty (30) days after mailing written notice, by certified mail, return receipt requested, to the insured and the owner, of such alteration or cancellation."

12. SITE WALK-THROUGH

Addendum #1
Anson CI Classroom Upfit
SCO ID# 24-7644-01A
August 22, 2024

This addendum consists of the following 1 Item (Acknowledge Addendum 1 on Form of Proposal):

1. Added to Specifications: Supplementary Instructions to Bidders and General Conditions of the Contract.
 - a. Document Attached

End of Addendum #1

SUPPLEMENTARY INSTRUCTIONS TO BIDDERS AND GENERAL CONDITIONS OF THE CONTRACT

PART 1 - GENERAL CONDITIONS OF THE CONTRACT

1.1 ARTICLE 14 – CONSTRUCTION SUPERVISION AND SCHEDULE

- A. 14.f: If the project is a single prime construction contract, the single prime contractor by default is the project expeditor. See General Conditions Article 1.i.
- B. [14g: Delete the references to a CPM Schedule. The schedule for this project is only required to be a Bar Chart Schedule. See Section 01 3200].
- C. [14j: Delete the references to a CPM Schedule. The schedule for this project is only required to be a Bar Chart Schedule. See Section 01 3200].
- D. [14g: Delete the reference to a Bar Chart Schedule. The schedule for this project shall be a CPM Schedule. See Section 01 3200].
- E. [14j: Delete the reference to a Bar Chart Schedule. The schedule for this project shall be a CPM Schedule. See Section 01 3200].

1.2 ARTICLE 23 – TIME FOR COMPLETION, DELAYS, EXTENSIONS OF TIME

- A. Article 23.a: The time for completion of the Work shall be **84** consecutive calendars days from the date of the Notice to Proceed to Final Acceptance.
- B. Article 23.b: Liquidated damages shall accrue at the rate of **\$500.00** per day for each calendar day in excess of the number of calendar days designated in Article 23.a.

1.3 ARTICLE 35 – PERFORMANCE BOND AND PAYMENT BOND

- A. If an awarded bid is over three hundred thousand dollars (\$500,000), the contractor shall furnish a performance bond and payment bond executed by a surety company authorized to do business in North Carolina. The bonds shall be in the full contract amount. Bonds shall be executed in the form provided by the State. An authorized agent of the bonding company who is licensed to do business in North Carolina shall countersign all bonds.

1.4 ARTICLE 38 – USE OF PREMISES

- A. Article 38.d: Contractor shall post a sign indicating Fire Arms are prohibited on the construction site. See security requirements under Section 01 1100 Security Requirements.

END OF DOCUMENT 00 2213