

Sud Associates, P.A.

Consulting Engineers

1813 Chapel Hill Road, Durham, NC 27707
(919) 493-5277 ♦ Fax: (919) 493-5549

Ish Sud, Ph.D., P.E., President
Fellow ASHRAE

Jerome C. Hay, P.E.
Vice President

**BROWN CREEK CORRECTIONAL INSTITUTION
AIR CONDITIONING INSTALLATION
NORTH CAROLINA DEPARTMENT ADULT CORRECTION
SCO ID# 23-25904-01A
PRE-BID CONFERENCE
ADDENDUM NUMBER 4
JANUARY 10, 2024**

**CLARIFICATIONS/ RESPONSES
FROM PRE-BID CONFERENCE AND CONTRACTORS' QUESTIONS**

General and Contractual:

1. The cut-off for questions was January 9, 2024, at 12:00 PM. This addendum is being issued to provide clarifications.
2. Only contractors that attended either of the two Mandatory Prebid Meetings will be allowed to bid.
3. All contractors submitting proposals shall incorporate the items in this Addendum and all other addenda into their proposals and acknowledge receipt of the Addenda on their bid proposal forms. This Addendum shall be incorporated in the Drawings and Specifications which are a part of the Contract Documents and shall supersede anything contained therein with which it may conflict.

Electrical/Fire Alarm:

1. Existing Condition – Electrical and Fire Alarm Conduit:

The contractor is responsible for adjusting existing electrical and fire alarm conduits which are installed tight to the supply air ducts in the buildings. See photo below of typical condition. The conduits need to be adjusted to facilitate the installation of the insulation and sheet metal cover on the ductwork. Coordinate with other trades.



Photo of electrical and fire alarm conduits installed tight around HVAC ducts.

Distribution:

Michael Gashaw NC Dept. of Adult Correction
Bidders List

Sud Associates, P.A.

Consulting Engineers

Ish Sud, Ph.D., P.E., President
Fellow ASHRAE

1813 Chapel Hill Road, Durham, NC 27707
(919) 493-5277 ♦ Fax: (919) 493-5549

Jerome C. Hay, P.E.
Vice President

BROWN CREEK CORRECTIONAL INSTITUTION
AIR CONDITIONING INSTALLATION
NORTH CAROLINA DEPARTMENT OF ADULT CORRECTION

SCO ID# 23-25904-01A

PRE-BID CONFERENCE

January 3, 2024
10:30 A.M.

- A. A Pre-Bid Conference for the project was held on January 3, 2024, at 10:30 A.M.
- B. The Pre-Bid Meeting Agenda was followed.
 1. Introduction & Sign in Sheet: Michael Szigeti thanked the contractors for taking the time to attend. The attendees introduced themselves. A list of attendees is attached.
 2. Project Description & Scope of Work:
 - a. The engineers provided the background and an overview of the project.
 - b. The drawings and Scope of Work were reviewed and discussed.
 - c. Alternates were described.
 - Owner Preferred Alternate OP-M1 for Distech controllers. Justification for Brand Specific System: Distech was presented to the bidders. A copy of the justification is attached.
 - Alternate ME1: In building 8, provide backup heating with propane boiler in lieu of electric resistance heat, and all electrical power required in accordance with all drawings identifying Alternate Bid ME1 elements.
 - Alternate M1: Provide 16 gauge sheet metal duct/insulation protective covers in lieu of 18 gauge sheet metal covers. *Note: This alternate was added as part of Addendum #2.*
 - Alternate E1: 100% Rated Circuit Breakers. Replace existing circuit breakers that are 80% rated with new compatible 100% rated circuit breakers, noted in single line diagrams on drawing E-501.
 3. General Clarifications:
 - a. The project will be performed under a single prime contract.
 - b. Bidders shall familiarize themselves with the General Conditions of the Contract and Supplementary Instructions to Bidders.

- c. The contractors are responsible for site verification of existing conditions and distances. Locations and distances should not be scaled from the drawings. Any costs resulting from their failure to verify will be the contractor's responsibility. No change order requests will be considered for items that can be verified by site observations and measurements, even if these are not consistent with drawings.
- d. Project correspondence including Addenda will be by E-mail only. Contractors should send an acknowledgment when they receive any correspondence.
- e. All contractors submitting proposals shall incorporate the items in addendums into their proposals and acknowledge receipt of the Addenda on their bid proposal forms. All addenda shall be incorporated in the Drawings and Specifications which are a part of the Contract Documents and shall supersede anything contained therein with which it may conflict.
- f. There have been three (3) previously issued addenda for the project.
 - Addendum #1 issued November 22, 2023. That addendum included clarification for securing the new 16 gauge metal duct/insulation cover to the walls and ceiling, and revised specification section 26 20 22 Fault Current Analysis and Coordination Study. A copy of the addendum is attached.
 - Addendum #2 issued December 6, 2023. That addendum changed the sheet metal duct/insulation protective cover to be 18 gauge under the base bid and added Alternate Bid M1 to "Provide 16 gauge sheet metal duct/insulation protective covers in lieu of 18 gauge sheet metal covers". The Form of Proposal, and specification section 01 2300 Alternates were revised. A copy of the addendum is attached.
 - Addendum #3 issued December 15, 2023. That addendum was informational regarding the readvertising of the project. A copy of the addendum is attached.
- g. Drawings and specifications are available from Sud Associates, P.A. in the Durham office.

Sud Associates, P.A.
1813 Chapel Hill Road
Durham, NC 27707
Telephone 919/493-5277

To receive a complimentary electronic copy of contract documents and to be placed on the distribution list, please send the following information to Maria Spittler, e-mail: maria@sudassociates.com. Name and e-mail of individual, Company Name, Address, Web Site, Telephone Number and Fax Number. Hard copies require a deposit of \$50.00

4. Bid Opening:
 - a. Date: **1/17/2024**
 - b. Time: **Opening at 2:00 pm**
 - c. Location: **NCDAC Central Engineering, Door #4, 2020 Yonkers Road, Raleigh, NC – Conference Room**
 - d. Bid Delivery: If bids are mailed, contact Michael Gashaw in advance of the bid opening to verify the bid was received.
5. Questions During Bid:
 - a. Bidders can submit their questions in writing to Michael Szigeti, Sud Associates, PA, Project Manager, michael@sudassociates.com
 - b. Question deadline is **1/9/2024, 12:00 pm**
 - c. Contractors are encouraged to e-mail their questions as they have them, and not hold them until later to;

Project Manager:	Michael J. Szigeti
Phone:	(336) 327-6123
E-mail	michael@sudassociates.com

6. Bid Addendum:
 - a. To be issued by 1/10/2024
 - b. Acknowledge receipt of all addenda on Bid Form
7. Project Schedule: Reference Supplementary Instructions to Bidders and General Conditions of the Contract - Article 23 Time for Completion, Delays, Extension of Time
 - a. Article 23.a: The time of completion of the work shall be **480** consecutive calendar 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.
8. Payment:
 - a. Payment procedures are covered in specification section 01 2900 – Payment Procedures. This section was inadvertently omitted from the project manual. A copy of the section is attached.
 - b. Application for Payment may be processed electronically.
9. Logistics: Facility Staff covered the following:
 - a. Work Staging: The facility plans to have the work in the buildings staged as follows:
 - Start with Buildings 7 & 8. Once work is complete in these buildings, transfer the population from buildings 4 & 6 to 7 & 8. Building 5 is already vacant.
 - Work in Buildings 4, 5 & 6. Once work is complete in these buildings, transfer the population from buildings 1, 2 & 3 to 4, 5 & 6.
 - Work in Building 1, 2 & 3.

Staging the work in this manner will allow the facility to isolate an entire yard for the contractor and prevent contact between workers and inmates.
 - b. Laydown Area – Laydown areas will be determined and made available during construction.
 - c. Existing Utility & Temporary Utility: The contractor will be allowed to utilize the existing utilities (electricity & water) in the buildings.
 - d. Temporary Toilet Facilities: The contractor will be responsible for providing temporary toilets for the duration of the project.
10. Security: Staff covered the following:
 - a. DPS Security requirements for contractors. Reference Specification Section 01 1100 – Security Requirements.
 - b. Site specific Security requirements:
 - The facility requires background checks for all contractor employees working at the site. The contractor should provide the required information for all possible workers for clearance in advance. This will prevent delays by having the required clearance on file.
 - PREA training will be required for all workers. The training will be scheduled by the facility when work is ready to begin.
 - c. Working hours & break time:
 - Normal working hours will be 7:00 am – 5:30 pm M-F.
 - Weekend and afterhours work can be arranged with the facility with advance notice.

- d. Cellphone:
 - Only the foreman will be allowed to carry a cell phone inside a secured area.
- e. Toolbox & hazardous tools:
 - The contractor will be responsible for control and accountability of all tools, equipment, and materials of construction. See Section 01 1100, I, Tool Control.
 - If the contractor is provided an entire yard, the tools can be secured in a building within the yard.
- f. Ladder: The contractor will be responsible for control and accountability of ladders and other Class A tools. See Section 01 1100, I, Tool Control.
- g. Inclement Weather: There are no special policy requirements for inclement weather. Inclement weather should not have any effect on the construction schedule. There are a sufficient number of days in the project schedule.

11. Required Bid Submittals:

- a. Form of Proposal
- b. Bid Bond
- c. MBE – Reference Specifications Section 00 2214, 1.3 HUB Requirements
 - NCDAC requires that, for construction contracts with a value of \$5000 or greater, the contractor shall comply with the document Guidelines for Recruitment and Selection of Minority Businesses for Participation in State Construction Contracts including Identification of Minority Business Participation, Affidavits A, B, C, and D, and Appendix E.
 - The forms provided have been incorporated and made a part of this contract. A bidder's failing to comply with this requirement will be considered non-responsive and will result in bid rejection.
 - The NCDAC imposed contract threshold of \$5000 for HUB recruitment supersedes any reference to a higher threshold that may be noted in the bid documents, within referenced documents, or within any regulatory requirement.

12. Performance and Payment Bond, Insurance Requirement:

- a. A Performance Bond is required.
- b. A Payment Bond is required.
- c. Insurance Requirements. Refer to General Conditions of the Contract – Article 34 and Specification Section 00 2214 NCDAC CE Special Conditions Document, 1.5 Liability and Property Damage Insurance Requirements for requirements.

13. Site Walk-through.

C. Clarifications and Responses to Questions are attached.

DISTRIBUTION:

Michael Gashaw	NCDAC
Ish Sud	Sud Associates, PA
Michael Saenger	Sud Associates, PA
Kavan Smith	Remington & Vernick Engineers
Michael Szigeti	Sud Associates, PA
Steven Boyet	Sud Associates, PA
Bidders List	

N. C. DEPARTMENT OF ADULT CORRECTION

CENTRAL ENGINEERING

4216 MSC 2020 YONKERS ROAD

RALEIGH, NC 27699-4216

PHONE: 919-716-3400 FAX: 919-716-3978



Sign-In List

DATE: 1/3/2024 10:30am

DPS CE Job Order # 4382-4410

State Project ID No. SCD # Z3-25904-01A

Project Name

Location

Brown Creek Correctional Institution - Air Conditioning Installation

Brown Creek Correctional Institution, 552 Prison Camp Rd., Polkton, North Carolina 28135

Mandatory Pre-Bid Meeting

MEETING

NAME

FIRM

PHONE NO.

BIDDING?

EMAIL

Kyle Upchurch	AM Kern	336-668-3213	<input checked="" type="radio"/> YES <input type="radio"/> NO	kupchurch@hmkern.com
THOMAS BRUSKE	FCC, Marymount	252-822-1768	<input checked="" type="radio"/> YES <input type="radio"/> NO	THOMASBRUSKE@MCMARYMOUNT.COM
MICHAEL SAENGER	SUD ASSOCIATES	828-779-6620	<input checked="" type="radio"/> YES <input type="radio"/> NO	MSAENGER@SUDASSOCIATES.COM
MICHAEL SZIGETI	SUD ASSOCIATES	336-527-6012	<input checked="" type="radio"/> YES <input type="radio"/> NO	michael@sudassociates.com
Michael Gashaw	NC DAC - CE	919-324-1241	<input checked="" type="radio"/> YES <input type="radio"/> NO	michael.gashaw@DAC.NC.GOV
STEVEN BOXET	SUD ASSOCIATES	919-335-0130	<input checked="" type="radio"/> YES <input type="radio"/> NO	SBOXET@SUDASSOCIATES.COM
William Rogers	Associate Warden	704-412-0676	<input checked="" type="radio"/> YES <input type="radio"/> NO	William.Rogers@DAC.NC.GOV

YES / NO

YES / NO

YES / NO

YES / NO

YES / NO

YES / NO

YES / NO

YES / NO

YES / NO

YES / NO

YES / NO

YES / NO

Justification for Brand Specific System: Distech

We are requesting Distech to be the system installed. The justification for doing so is to ensure compatibility with our existing system standard (Distech), reduce long term costs, improve maintenance, reduce training requirements, and streamline spare parts procurement.

Distech will result in significant cost savings and streamlining of facility maintenance processes. Controls systems are complex and unique; each brand requires a steep learning curve for facility personnel and involves an ongoing necessity for maintaining and increasing facility staff familiarity with the system. Without training and an acquired high level of familiarity, facility staff are unable to efficiently navigate the system to diagnose and understand real issues with the systems they maintain. The invariable result is that costly HVAC issues go unresolved, equipment fails prematurely, and facility comfort suffers. Incorrectly operated building management systems (BMS) can result in anywhere from 5% to 15% in additional energy costs.

NC DPS has very limited staff. Having more than one control system brand within the NC DPS system results in unnecessary financial burden to the State either due to the need to hire and train additional staff, or due to necessarily sub-optimal operation of facility systems. Improving consistency in control systems across the state will reduce this burden. We benchmark with NC State which has a team of 8 personnel whose sole purpose is BMS system operations, maintenance and retro-commissioning. We have 1~1.5 individuals who can manage these systems. Staff turnover at our facilities is also high. Having multiple systems would require constant retraining.

Having only Distech streamlines the process of procuring, storing, and installing spare parts in-house. This will reduce the need to outsource small repairs, lowering the overall cost of system maintenance.

While our standard is Distech, these open-protocol control systems can be installed, maintained, and reprogrammed by multiple independent vendors. Distech is known to be one of the most open control systems available. North Carolina has several control system installers highly qualified to install Distech controls. Free competition among these vendors, and future qualified vendors, would be open and encouraged with each new DPS project. No other control system brand will allow this level of competition.

Further, Distech has no ongoing licensing fees, which will result in additional long term cost savings.

In summary, specifying Distech as the preferred brand alternate will reduce cost, increase quality, streamline internal processes, and improve overall facility performance. The existing facility staff will be able to focus on gaining and maintaining familiarity with only one system, and external training costs will be greatly reduced. Rather than allocating time to learn and relearn how to navigate or understand different systems, staff will be able to focus on optimal operation and maintenance of their facilities. Procuring, storing, and installing spare parts will be streamlined, and in house maintenance capability will be increased. Finally, installation and maintenance costs will be reduced and quality of service will be increased through free competition among vendors.

Sud Associates, P.A.

Consulting Engineers

Ish Sud, Ph.D., P.E., President
Fellow ASHRAE

1813 Chapel Hill Road, Durham, NC 27707
(919) 493-5277 ♦ Fax: (919) 493-5549

Jerome C. Hay, P.E.
Vice President

BROWN CREEK CORRECTIONAL INSTITUTION

AIR CONDITIONING INSTALLATION

NORTH CAROLINA DEPARTMENT OF ADULT CORRECTION

SCO ID# 23-25904-01A

ADDENDUM NUMBER 1

NOVEMBER 22, 2023

General and Contractual:

1. All contractors submitting proposals shall incorporate the items in this Addendum and all other addenda into their proposals and acknowledge receipt of the Addenda on their bid proposal forms. This Addendum shall be incorporated in the Drawings and Specifications which are a part of the Contract Documents and shall supersede anything contained therein with which it may conflict.

Mechanical:

1. The new 16 gauge metal duct/insulation cover shall have 1/2" flange to allow for securing to wall and ceiling. Utilize Hilti HDI-P drop in anchors or equal. Anchor to be 1/4" thread, 5/8" depth, using 3/8" masonry bit that allows a maximum 3/4" control depth. Submit to engineer for approval prior to use. Provide anchors on 2' center spacing to secure the metal cover.

Electrical:

1. Specification Section 26 20 00 Fault Current Analysis and Coordination Study has been revised. Replace the previously issued specification section with the attached revised section.

DISTRIBUTION:

Michael Gashaw NC Dept. of Adult Correction
Bidders List

SECTION 26 20 00 - FAULT CURRENT ANALYSIS AND COORDINATION STUDY

PART 1 - GENERAL

1.1 PROJECT SCOPE

- A. All newly proposed panelboards outlined in the contract drawings are mandated to possess field-applied arc flash labels in adherence to NEC 110.16 & NFPA 70E standards. The contractor is required to collaborate with the owner to acquire all extant and pertinent resources, encompassing but not restricted to arc flash studies, assessment reports, correspondences from local electric utilities, etc. These resources will facilitate an analysis aimed at furnishing all newly proposed panelboards with arc flash labeling that meets the minimal criteria of arc flash boundaries, nominal system voltages, incident energies, work distances, etc., within the confines of this project.

1.2 SECTION INCLUDES

- A. Pre-Installation fault current analysis and coordination study report.
- B. Post-Installation fault current analysis and coordination study report.

1.3 RELATED SECTIONS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions, Division 1 Specifications and other Division 26 Specification Section, apply to this Section.

1.4 REFERENCES

- A. ANSI/NFPA 70 - National Electrical Code.
- B. ANSI/NFPA 70E – Standard for Electrical Safety in the Workplace.

1.5 SUBMITTALS

- A. Submit under provisions of Section 260010.
- B. Report shall be signed and sealed by an electrical engineer licensed in the state of North Carolina and at a minimum include the following:
 - 1. EXECUTIVE SUMMARY
 - 2. SCENARIOS CONSIDERED / NOT CONSIDERED
 - 3. SHORT-CIRCUIT ANALYSIS WITH
 - a. ANALYSIS RESULTS
 - b. EQUIPMENT DUTY REPORT
 - 4. OVERCURRENT DEVICE COORDINATION ANALYSIS WITH
 - a. TCC RESULTS
 - b. TCC COORDINATION REPORT
 - 5. SINGLE-LINE DIAGRAM OUTPUT OF THE COMPUTER PROGRAM USED FOR ANALYSIS
 - 6. TIME COORDINATION GRAPHS AND SETTINGS OUTPUT USED FOR ANALYSIS
 - 7. UTILITY COMPANY LETTER INDICATING AVAILABLE FAULT CURRENT AT THE SERVICE POINT.

- C. Product Data:

1. Software brochure indicating the following:
 - a. Capability of Arc Flash analysis module to meet OSHA and NFPA70E standards and regulations with the ability to produce arc flash labels including hazard boundaries, levels and recommended personal protection equipment
 - b. Capability of Short Circuit Analysis module to verify protective device and equipment ratings for compliance with ANSI, NEC, NFPA 70E, and IEC 60909.
 - c. Capability of Coordination Study module to accurately ensure safety and reliability of the distribution system with comprehensive protective device coordination.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. EasyPower.
- B. SKM.
- C. Switchboard Manufacturer.

PART 3 - EXECUTION

- 3.1 Fault current ratings shown on the drawings are estimates and minimum ratings. Adjustments of equipment fault current ratings and mitigation measures required or chosen per this analysis are included at no additional cost to the owner.

END OF SECTION 26 20 00

Sud Associates, P.A.

Consulting Engineers

1813 Chapel Hill Road, Durham, NC 27707
(919) 493-5277 ♦ Fax: (919) 493-5549

Ish Sud, Ph.D., P.E., President
Fellow ASHRAE

Jerome C. Hay, P.E.
Vice President

**BROWN CREEK CORRECTIONAL INSTITUTION
AIR CONDITIONING INSTALLATION
NORTH CAROLINA DEPARTMENT ADULT CORRECTION**

SCO ID# 23-25904-01A-1

PRE-BID CONFERENCE

ADDENDUM NUMBER 2

DECEMBER 6, 2023

**CLARIFICATIONS/ RESPONSES
FROM 1st PRE-BID CONFERENCE AND CONTRACTORS' QUESTIONS**

General and Contractual:

1. Addition of Alternate Bid M1: An alternate bid has been included for the new sheet metal duct/insulation cover. The Form of Proposal, and Specification Section 01 2300 Alternates have been revised. Copies of the revised sections are attached.

Mechanical:

1. The new sheet metal duct/insulation protective cover gauge is being changed. Under the base bid the protective covers shall be 18 gauge. Refer to floor plans on Sheets M-102, M-103 and M-104. At all instances of "Note: Insulate all exposed duct surfaces with 1/2" POLY ISO on exterior of duct and cover with 16 gauge painted protective cover. Relocate grilles to new cover (typical)" replace "16 gauge" with "18 gauge".

Alternate Bid M1 is being added to the project to "Provide 16 gauge sheet metal duct/insulation protective covers in lieu of 18 gauge sheet metal covers."

FORM OF PROPOSAL

Air Conditioning Installation

Brown Creek Correctional Institution

NCDPS Contract #11634

Contract: _____

Bidder: _____

Date: _____

The undersigned, as bidder, hereby declares that the only person or persons interested in this proposal as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this proposal or in the contract to be entered into; that this proposal is made without connection with any other person, company or parties making a bid or proposal; and that it is in all respects fair and in good faith without collusion or fraud. The bidder further declares that he has examined the site of the work and the contract documents relative thereto and has read all special provisions furnished prior to the opening of bids; that he has satisfied himself relative to the work to be performed. The bidder further declares that he and his subcontractors have fully complied with NCGS 64, Article 2 in regards to E-Verification as required by Section 2.(c) of Session Law 2013-418, codified as N.C. Gen. Stat. § 143-129(j).

The Bidder proposes and agrees if this proposal is accepted to contract with the

State of North Carolina through the Department of Adult Correction

in the form of contract specified below, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary to complete the construction of

Air Conditioning Installation

in full in complete accordance with the plans, specifications and contract documents, to the full and entire satisfaction of the State of North Carolina, and the

Department of Adult Correction and Sud Associates, P.A.

with a definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and the contract documents, for the sum of:

SINGLE PRIME CONTRACT:

Base Bid:

_____ Dollars (\$)

General Subcontractor:

_____ Lic _____

Plumbing Subcontractor:

_____ Lic _____

Mechanical Subcontractor:

_____ Lic _____

Electrical Subcontractor:

_____ Lic _____

GS143-128(d) requires all single prime bidders to identify their subcontractors for the above subdivisions of work. A contractor whose bid is accepted shall not substitute any person as subcontractor in the place of the subcontractor listed in the original bid, except (i) if the listed subcontractor's bid is later determined by the contractor to be non-responsible or non-responsive or the listed subcontractor refuses to enter into a contract for the complete performance of the bid work, or (ii) with the approval of the awarding authority for good cause shown by the contractor.

ALTERNATES:

Should any of the alternates as described in the contract documents be accepted, the amount written below shall be the amount to be "added to" or "deducted from" the base bid. (Strike out "Add" or "Deduct" as appropriate.)

GENERAL CONTRACT:

Alternate No. OP-M1: Distech Controllers

(Add) _____ Dollars(\$)

Alternate No. ME1: In Building 8, provide backup heating with propane boiler in lieu of electric resistance heat, and all electrical power required in accordance with all drawings identifying Alternate Bid ME-1 elements.

(Add) _____ Dollars(\$)

Alternate No. M1: Provide 16 gauge sheet metal duct/insulation protective covers in lieu of 18 gauge sheet metal covers.

(Add) _____ Dollars(\$)

Alternate No. E1: 100% Rated Circuit Breakers

(Add) _____ Dollars(\$)

The bidder further proposes and agrees hereby to commence work under this contract on a date to be specified in a written order of the designer and shall fully complete all work thereunder within the time specified in the Supplementary General Conditions Article 23. Applicable liquidated damages amount is also stated in the Supplementary General Conditions Article 23.

MINORITY BUSINESS PARTICIPATION REQUIREMENTS

Provide with the bid - Under GS 143-128.2(c) the undersigned bidder shall identify on its bid (Identification of Minority Business Participation Form) the minority businesses that it will use on the project with the total dollar value of the bids that will be performed by the minority businesses. Also list the good faith efforts (Affidavit A) made to solicit minority participation in the bid effort.

NOTE: A contractor that performs all of the work with its own workforce may submit an Affidavit (B) to that effect in lieu of Affidavit (A) required above. The MB Participation Form must still be submitted even if there is zero participation.

After the bid opening - The Owner will consider all bids and alternates and determine the lowest responsible, responsive bidder. Upon notification of being the apparent low bidder, the bidder shall then file within 72 hours of the notification of being the apparent lowest bidder, the following:

An Affidavit (C) that includes a description of the portion of work to be executed by minority businesses, expressed as a percentage of the total contract price, which is equal to or more than the 10% goal established. This affidavit shall give rise to the presumption that the bidder has made the required good faith effort and Affidavit D is not necessary;

*** OR ***

If less than the 10% goal, Affidavit (D) of its good faith effort to meet the goal shall be provided. The document must include evidence of all good faith efforts that were implemented, including any advertisements, solicitations and other specific actions demonstrating recruitment and selection of minority businesses for participation in the contract.

Note: Bidders must always submit with their bid the Identification of Minority Business Participation Form listing all MB contractors, vendors and suppliers that will be used. If there is no MB participation, then enter none or zero on the form. Affidavit A or Affidavit B, as applicable, also must be submitted with the bid. Failure to file a required affidavit or documentation with the bid or after being notified apparent low bidder is grounds for rejection of the bid.

Proposal Signature Page

The undersigned further agrees that in the case of failure on his part to execute the said contract and the bonds within ten (10) consecutive calendar days after being given written notice of the award of contract, the certified check, cash or bid bond accompanying this bid shall be paid into the funds of the owner's account set aside for the project, as liquidated damages for such failure; otherwise the certified check, cash or bid bond accompanying this proposal shall be returned to the undersigned.

Respectfully submitted this day of _____

(Name of firm or corporation making bid)

WITNESS:

(Proprietorship or Partnership)

By: _____
Signature

Name: _____
Print or type

Title _____
(Owner/Partner/Pres./V.Pres)

Address _____

ATTEST:

By: _____

Title: _____
(Corp. Sec. or Asst. Sec. only)

License No. _____

Federal I.D. No. _____

Email Address: _____

(CORPORATE SEAL)

Addendum received and used in computing bid:

Addendum No. 1 _____ Addendum No. 3 _____ Addendum No. 5 _____ Addendum No. 7 _____

Addendum No. 2 _____ Addendum No. 4 _____ Addendum No. 6 _____ Addendum No. 8 _____

SECTION 01 2300 - ALTERNATES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for alternates.

1.2 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to the base bid amount if the Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.

Alternates described in this Section are part of the Work only if enumerated in the Agreement. The cost for each alternate is the net addition to the Contract Sum to incorporate alternates into the Work. No other adjustments are made to the Contract Sum.

1.3 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.

Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.

- B. Execute accepted alternates under the same conditions as other work of the Contract.

- C. Schedule: A schedule of alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

- A. Owner Preferred Alternate OP-M1: Distech Controllers

Provide controllers manufactured by Distech to control and monitor the HVAC systems.

- B. Alternate ME1:

In Building 8, provide backup heating with propane boiler in lieu of electric resistance heat, and all electrical power required in accordance with all drawings identifying Alternate Bid ME-1 elements.

- C. Alternate M1: Provide 16 gauge sheet metal duct/insulation protective covers in lieu of 18 gauge sheet metal covers.

D. Alternate E1: 100% Rated Circuit Breakers

Replace existing circuit breakers that are 80% rated with new compatible 100% rated circuit breakers, noted in single line diagrams on drawing E-501.

END OF SECTION 01 2300

SECTION 01 2900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. NCDPS may secure the Work of this contract under several project delivery methods. If the Owner Representative is designated during the Pre-Bid Conference as a Project Manager, the Payment Applications and Schedule of Values shall be submitted to that assigned Project Manager. Otherwise, these documents shall be submitted to the Architect.
- C. Use forms listed herein. Should the forms not be listed by name, use either the forms contained in this project manual or on the NC SCO website. If the forms are neither listed herein or contained in this manual, use forms that are required by the State of North Carolina State Construction Office.

1.2 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
 - 1. Coordinate line items in the schedule of values with items required to be indicated as separate activities in Contractor's construction schedule.
 - 2. Submit the schedule of values to Architect at earliest possible date, but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
- B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one-line item for each Specification Section.
 - 1. Arrange schedule of values consistent with format of AIA Document G703.
 - 2. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
 - 3. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
 - a. Differentiate between items stored on-site and items stored off-site.
 - 4. Overhead Costs: Include total cost and proportionate share of general overhead and profit for each line item.
 - 5. Closeout Costs: Include separate line items under Contractor and principal subcontracts for Project closeout requirements in an amount totaling five percent of the Contract Sum and subcontract amount.
 - 6. Schedule of Values Revisions: Revise the schedule of values when Change Orders or Construction Field Order result in a change in the Contract Sum. Include at least one separate line item for each Change Order and Construction Field Order.

1.3 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.

- B. **Payment Application Times:** The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.
- C. **Payment Application Times:** Submit Application for Payment to Architect by the fifth (5th) of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.
 - 1. Submit draft copy of Application for Payment seven days prior to due date for review by Architect.
- D. **Application for Payment Forms:** Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.
- E. **Application Preparation:** Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.
 - 1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
 - 2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.
 - 3. Include amounts of Change Orders and Construction Field Orders issued before last day of construction period covered by application.
- F. **Transmittal:** Submit three signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
 - 1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- G. **State of North Carolina County Sales and Use Tax Report:** With each Application for Payment, submit both the Summary Totals and Certification Sheet and the back-up Sales and Use Tax Detail Sheet. Use the form at the end of this Section or, if not located at the end of this Section, that is available on the SCO website.
- H. **Waivers of Mechanic's Lien:** With the Final Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
 - 1. Submit waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
 - 2. When an application shows completion of an item, submit conditional final or full waivers.
 - 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
 - 4. Submit final Application for Payment with conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
 - 5. **Waiver Forms:** Submit executed waivers of lien on forms acceptable to Owner.
- I. **Initial Application for Payment:** Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
 - 1. List of subcontractors.
 - 2. Schedule of values.

3. Contractor's construction schedule (preliminary if not final).
 4. Products list (preliminary if not final).
 5. Schedule of unit prices if unit prices are used.
 6. Submittal schedule (preliminary if not final).
 7. List of Contractor's staff assignments.
 8. List of Contractor's principal consultants.
 9. Copies of building permits.
 10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
 11. Initial progress report.
 12. Report of preconstruction conference.
 13. Documentation required under Section 01 1100 Security Requirements.
- J. Application for Payment at Final Completion: Submit an Application for Payment showing 100 percent completion for portion of the Work claimed as complete.
1. Include documentation supporting claim that the Work is complete and a statement showing an accounting of changes to the Contract Sum.
 2. This application shall reflect Certificate(s) of Beneficial Occupancies issued previously for Owner occupancy of designated portions of the Work.
 3. Evidence of completion of Project closeout requirements.
 4. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
 5. Updated final statement, accounting for final changes to the Contract Sum.
 6. Contractor's Affidavit of Payment of Debts and Claims – SCO Form. Form is at the end of this section or as located on the SCO Website.
 7. Affidavit of Release of Lien – SCO Form. Form is at the end of this section or as located on the SCO Website.
 8. Consent of Surety for Final Payment when Performance and Payment Bonds have been provided - SCO Form. Form is at the end of this section or as located on the SCO Website.
 9. Evidence that claims have been settled.
 10. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Final Acceptance or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
 11. Final liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 2900

Sud Associates, P.A.

Consulting Engineers

Ish Sud, Ph.D., P.E., Regional Manager
Fellow ASHRAE

1813 Chapel Hill Road, Durham, NC 27707
(919) 493-5277 ♦ Fax: (919) 493-5549

Jerome C. Hay, P.E.
Regional Manager

BROWN CREEK CORRECTIONAL INSTITUTION

AIR CONDITIONING INSTALLATION

NORTH CAROLINA DEPARTMENT OF ADULT CORRECTION

SCO ID# 23-25904-01A-1

ADDENDUM NUMBER 3

DECEMBER 15, 2023

General and Contractual:

1. The bid opening was scheduled for December 14, 2023, at 2:00 PM. There were insufficient bids and bids were not opened.
2. The project is being re-advertised. The new bid date and time is Wednesday, January 17, 2024, at 2:00 PM.
3. A second mandatory pre-bid meeting will be held at 10:30 AM on Wednesday, January 3, 2024, at Brown Creek Correctional Institution, 552 Prison Camp Rd. Polkton, N.C. 28135.
4. All contractors submitting proposals shall incorporate the items in this Addendum and all other addenda into their proposals and acknowledge receipt of the Addenda on their bid proposal forms. This Addendum shall be incorporated in the Drawings and Specifications which are a part of the Contract Documents and shall supersede anything contained therein with which it may conflict.

DISTRIBUTION:

Michael Gashaw NC Dept. of Adult Correction
Bidders List