



Tuesday, October 3, 2023
Addendum #1

**NORTH CAROLINA DEPARTMENT OF ADMINISTRATION
OBSOLETE HVAC EQUIPMENT REPLACEMENT
JUSTICE AND OLD REVENUE BUILDINGS**

SCO ID #: 22-23205-01A Code: 42101 Item: 4222 | Sigma Project # 22039

This addendum shall become a part of plans and specifications. The contractor shall acknowledge receipt of this addendum in the bid proposal.

ITEM 1 – PRE-BID MEETING MINUTES

- a) Attached.

ITEM 2 – CONTRACTOR PRE-BID MEETING ATTENDEES LIST

- a) Attached.

ITEM 3 – CHANGES TO SPECIFICATIONS

- a) SECTION 010300 – Alternates and unit Prices, Section 1.3. **Delete alternate M3 in its entirety.**
- b) SECTION 230900 – INSTRUMENTATION AND CONTROLS FOR HVAC, Section 1.5B. **To read as follows:**

B. The following are approved control system manufacturers:

1. Schneider Electric
2. Alerton
3. Siemens

ITEM 4 – CHANGES TO DRAWINGS

- a) Sheet M100 and M110: Note 4 is limited to the existing space thermostat and humidistat.

ITEM 5 – CONTRACTOR QUESTIONS

The following questions have been asked during bidding:

- a) None at this time.

ITEM 6 – FORMS

- a) Form of Proposal – Removed Alternate M3

End of Addendum

Attachments:

Pre-Bid Meeting Minutes
Revised Form of Proposal

Pre Bid Minutes

Project #:	22039	Today's date:	9/19/2023
Project Name:	OBSOLETE HVAC EQUIPMENT REPLACEMENT JUSTICE AND OLD REVENUE BUILDINGS SCO # 22-25205-01 CODE # 42101 ITEM # 4222		
Location:	SCO OFFICE	Meeting Date:	9/19/2023
Topic(s):	Pre-Bid Meeting		
Distribution:	Attendees and All Bidders		
Agenda:	Pre-Bid Meeting		

1. Introductions
2. Project Description/Scope of work

The scope of this project is to replace obsolete equipment and controls in two NC State buildings in downtown Raleigh. Those buildings are the Justice Building Located at 2 East Morgan Street and the Old Revenue Building Located at 2 South Salisbury Street.

- **OLD REVENUE BUILDING SCOPE**

This project involves the replacement of antiquated controls on Air Handlers 1A, B1, C1, D1 as well as those on existing air handlers BA, and BB. All of these air handlers are in the basement of the Old Revenue Building. In addition, all controls shall be replaced on 15 zone reheat coils. This also includes controls on the hot water system. Alternates shall include replacing two existing air handlers BA and BB.

- **JUSTICE BUILDING SCOPE**

Existing Computer Room AC units installed in the basement records area of the Justice building shall be replaced and reconnected to existing ductwork. Controls for these units shall be capable of integrating into the existing building controls system.

3. Review of plans
4. Review of Alternates
 - Alternate M1: Shall include replacement of AHU-BA in the basement of building A and the installation of all controls.
 - Alternate M2: Shall include replacement of AHU-BB in the basement of building A and the installation of all controls.
 - Alternate M3: Shall include providing Owner's Preferred Manufacturer for building automated controls. The Preferred Manufacturer shall be Siemens Apogee.



Pre Bid Minutes

- This alternate is being removed from the project adjustments to the specifications and proposal form will be made to reflect this.
5. No unit prices or allowances
 6. Time of Completion: 325 days
 7. Hours of work:
 - a) Both building will remain occupied during construction
Work hours on upper floors (1-5) shall be performed 7 pm-7am
Work hours in basement shall be performed 7 am-5pm
 8. Last day for questions – Sigma Engineered Solutions will take questions up to Monday October 2, 2023 at 12:00 pm. Final addendum will be posted no later than October 3, 2023 at 5:00pm. No further questions will be received after that time.
 9. Questions and Answers - All questions will be answered in addenda. Sigma noted that verbal answers had no bearing and that the contractors should only follow written instruction given by the Designer.
 10. All questions shall be by e-mail to Victor Bird at ybird@sigmaes.com
 11. Bids will be opened in the large conference room at the State Construction Office 301 N, Wilmington Street, Suite 450 Raleigh NC 27601 at 2:00 pm on Tuesday October 10, 2023. The contractor is reminded bids should be provided in sealed envelopes and must be properly executed. Bids not properly executed may be rejected.
 12. Contractor walk through both sites.

END OF MEETING MINUTES



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FORM OF PROPOSAL

OBSOLETE HVAC EQUIPMENT REPLACEMENT SCO # 22-25205-01 CODE: 42101; ITEM: 4222	Contract: (Single Prime): _____ Bidder: _____ Date: _____
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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 North Carolina Department of Administration

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:

OBSOLETE HVAC EQUIPMENT REPLACEMENT
SCO # 22-25205-01
CODE: 42101; ITEM: 4222

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 North Carolina Department of Administration, and Sigma Engineered Solutions, PC

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 _____

Fire Protection 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)

Alternate #M1: Provide new Air Handler AHU-BA and controls instead of controls only retrofit.

Add/Deduct _____ Dollars (\$ _____)

Alternate #M2: Provide new Air Handler AHU-BB and controls instead of controls only retrofit.

Add/Deduct _____ Dollars (\$ _____)

UNIT PRICES

Unit prices quoted and accepted shall apply throughout the life of the contract, except as otherwise specifically noted. Unit prices shall be applied, as appropriate, to compute the total value of changes in the base bid quantity of the work all in accordance with the contract documents.

No. UPI: Controls replacement on fan powered box Each Unit Price (\$) _____

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: _____

License No. _____

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

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 _____