



*Tuesday, December 16, 2025*  
*Addendum #1*

**LONGLEAF NEURO-MEDICAL TREATMENT CENTER**  
**EXTERIOR SEWER UPGRADES**

*SCO ID #: 13-10377-02G Code: 42440 Item: 429063 | Sigma Project # 24055*

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) Pre-Bid Meeting Minutes and Attendees list are attached.

**End of Addendum**

Attachments:

Pre-Bid Meeting Minutes  
Attendees List

# Pre Bid Agenda

<b>Project #:</b>	24055	<b>Today's date:</b>	12/10/2025
<b>Project Name:</b>	<b>Exterior Sewer Upgrades</b> <b>SCO # 13-10377-02G    CODE # 42440    ITEM # 429063</b>		
<b>Location:</b>	Longleaf Neuro-Medical Treatment Center	<b>Meeting Date:</b>	12/10/2025
<b>Topic(s):</b>	Pre-Bid Meeting		
<b>Distribution:</b>	Attendees and All Bidders		
<b>Agenda:</b>	<b>Pre-Bid Meeting</b>		

1. Introductions

2. Project Description/Scope of work

Primarily includes improvements to the Longleaf Neuro-Medical Treatment Center's existing stormwater system. Minor improvements to the existing sanitary sewer system. Replacement of one existing fire hydrant. Full Parking lot asphalt sealcoat and restriping.

Construction will consist of:

- Erosion & sedimentation control for the whole site per NCDEQ permit
- Tree Clearing
- Storm sewer removal and reinstallation
- Connection to existing window well drains
- Sanitary sewer removal and reinstallation
- Fire hydrant removal and reinstallation
- Minor grading at storm outlets
- Pavement patching
- Asphalt sealcoat and striping
- Minor fence, landscaping, and miscellaneous site items to be removed and reinstalled
- Coordination with owner to maintain access to loading dock and ambulance bay at all times
- Coordination with Eastern North Carolina School for the Deaf for work on their side of the fence

3. Review of Alternates

- There are no alternates for this project

4. Review of unit prices and allowances

- Overview from specification sections 12100 and 12200



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5. Time of Completion: 180 consecutive calendar days, \$500/day liquidated damages
6. Hours of work:
  - Work Hours shall be normal working hours (7am-5pm). Final work hours will be set between the Owner, Contractor and Designer at the beginning of the project. There will be the need for required and coordinate off hours work.
7. Last day for questions – Sigma Engineered Solutions will take questions up to Monday January 5, 2026 at 5:00 pm. No further questions will be received after that time. Final addendum will be posted no later than Wednesday January 7, 2026 at 5:00pm.
8. 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.
9. All questions shall be by e-mail to Jenn Curro at [bidding@sigmaes.com](mailto:bidding@sigmaes.com) and Victor Bird at [vbird@sigmaes.com](mailto:vbird@sigmaes.com).
10. Bids will be opened in the Operations Trailer at the LLNMTC (4761 Ward Blvd Wilson NC 27893) at 2:00 pm on Wednesday January 14, 2026. The contractor is reminded bids should be provided in sealed envelopes and must be properly executed. Bids not properly executed may be rejected.
11. Minority Business requirements: See the guidelines for Recruitment and Selection of Minority Businesses for Participation in State Construction Contracts. 10% participation is the goal.
12. MBE affidavits: Two of the three forms behind the bid form must be submitted with the bids; bids without MBE forms will be discarded; submit the Identification of Minority Business Participation form and Affidavits A with the bids (Affidavit C or D is submitted within 72 hours by the apparent low bidder)
13. Owner Preferred Alternates:
  - None applicable
14. Contractor walk through
  - Site

**End of Agenda**



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