



Josh Stein, Governor

Leslie Cooley Dismukes, Secretary

Job Order No. 4678

Contract No. C11794

**Roanoke River Correctional Institute – Security Netting**  
**2787 Caledonia Drive**  
**Tillery, NC 27887**

**4/24/25**

**C11794 - Addendum No. 01**

---

**A. Additional Project Information:**

This addendum is being issued to publish the meeting minutes from the pre-bid conference held 4/9/25. 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, DECM.*

*This addendum needs to be acknowledged on the Bid Form of Proposal.*

- 1. 1<sup>st</sup> Mandatory Pre-bid was held on 4/9/25, 1 Bidder Attended**
- 2. Original Bid Date: Tuesday April 22 at 2:30PM (Bids were not opened, due to Mandatory Pre-bid attendance)**
- 3. 2<sup>nd</sup> Mandatory Pre-bid is scheduled for Wednesday April 30<sup>th</sup> at 11AM**
- 4. A Re-bid opening is scheduled for Tuesday May 13<sup>th</sup> at 2PM**

Attachments:

1. Roanoke River CI Questions and Comments
2. 1<sup>st</sup> Mandatory Pre-bid meeting agenda and minutes.
3. Roanoke River CI 1<sup>st</sup> Mandatory Pre-Bid Sign-In Sheet
4. 2<sup>nd</sup> Notice to Bidders

Job Order No. 4678

Contract No. C11794

**B. Questions and Comments:**

<b><u>Questions / Comments:</u></b>	<b><u>Answers / Clarifications:</u></b>
None	None



Josh Stein, Governor

Leslie Cooley Dismukes, Secretary

## Security Netting – Roanoke River Correctional Institution Pre-Bid Meeting Minutes

Project: **2787 Caledonia Drive, Tillery, NC 27887**

State Project ID Number: SCO # 24-28743-01A

DAC Central Engineering Job Order # 4678

**Date: 4/09/2025 | Location: Admin building/2787 Caledonia Drive, Tillery, NC 27887 | Time 11:00AM**

Attendees									
	Name	Firm		Name	Firms		Name		Firm
<input checked="" type="checkbox"/>	Mark Lyons	NCDAC	<input type="checkbox"/>			<input type="checkbox"/>			
<input checked="" type="checkbox"/>	Tim Mitchell	Carolina Sports Concepts	<input type="checkbox"/>			<input type="checkbox"/>			
<input checked="" type="checkbox"/>	Keith Knuppel	ms consultants	<input type="checkbox"/>			<input type="checkbox"/>			
<input checked="" type="checkbox"/>	Jackie Hester	RRCI	<input type="checkbox"/>			<input type="checkbox"/>			

Item #	Issue	Action/Notes
001	Introduction	<ul style="list-style-type: none"> <li>▪ All parties introduced</li> </ul>
002	Scope of work	<ul style="list-style-type: none"> <li>▪ Keith Knuppel described the scope of work.</li> <li>▪ Base Bid and three-unit prices included in this project.</li> </ul>
003	Bid opening	<ul style="list-style-type: none"> <li>▪ Date: <b>04/22/2025</b></li> <li>▪ Time: Opening at <b>2:30PM</b></li> <li>▪ Location: NCDAC Engineering, Construction, and Maintenance, 2020 Yonkers Road, Door 4, Raleigh, NC 27604</li> <li>▪ Bid Delivery: Large Conference Room, door #4, NCDPS Central Engineering, 2020 Yonkers Rd, Raleigh, NC (<b>hand delivered</b>); or 4216 Mail Service Center, Raleigh, NC 27699-4216(<b>mailing address</b>). If mailed, bidders are responsible to check if their bids reached to Mark Lyons before bid opening time</li> </ul>
004	Questions during bid	<ul style="list-style-type: none"> <li>▪ Bidders can submit their questions in writing to Mark Lyons via email</li> <li>▪ Question deadline is <b>04/11/2024, 2:00pm</b></li> </ul>
005	Addenda (discuss issued addenda if any)	<ul style="list-style-type: none"> <li>▪ Addenda to be issued by <b>04/15/2025</b></li> <li>▪ Acknowledge receipt on Bid Form</li> </ul>
006	Schedule	<ul style="list-style-type: none"> <li>▪ Duration is <b>(90)</b> consecutive calendar days from Notice to Proceed Date</li> </ul>
007	Payment	<ul style="list-style-type: none"> <li>▪ Follow terms set forth in Contract</li> </ul>
008	Logistic	<ul style="list-style-type: none"> <li>▪ <b>Laydown area:</b> Can be coordinated with facility, many areas available.</li> <li>▪ <b>Existing Utility &amp; Temporary Utility:</b> Contractor to utilize their own power. If required Water can be supplied onsite.</li> <li>▪ <b>Temporary Toilet Facilities:</b> Contractor responsible to bring Porta Johns</li> </ul>
009	Security	<ul style="list-style-type: none"> <li>▪ Contractor will need to provide background check information to the Facility prior to beginning work.</li> <li>▪ DPS Security requirement for contractors - Contractors advised to review “DPS Security requirement for contractors” in the Bid manual to factor into their bid preparation</li> <li>▪ <b>WORK HOURS</b> – Generally <b>7am – 7:00pm</b> Monday to Friday.</li> </ul>

Item #	Issue	Action/Notes
		<ul style="list-style-type: none"> <li>▪ <b>Cellphone</b> – no restrictions outside of fence.</li> <li>▪ <b>Toolbox &amp; hazardous tools</b> – Contractor must keep track of all tools and report missing items immediately.</li> <li>▪ <b>Ladders</b> – No restrictions outside of fence but must be removed from site daily.</li> <li>▪ <b>Inclement weather</b> – follow proper guidelines.</li> </ul>
010	Required Bid Submittals	<ul style="list-style-type: none"> <li>▪ Bids to include Form of proposal, Bid Bond, MBE</li> <li>▪ Bidders must also include - Warranty and insurance information, Minimum of two (2) references of similar projects and Samples of the netting and rope border to be used in the bid.</li> </ul>
011	P&P Bond & Insurance Req.	<ul style="list-style-type: none"> <li>▪ Refer to Project Manual. Performance and Payment Bonds are required for 100% of the amount of contract.</li> </ul>
012	Site Walk-through	<ul style="list-style-type: none"> <li>▪ A site walk-through was held after the meeting</li> <li>▪ Plenty of lay down areas were identified for use.</li> <li>▪ Spoils can be kept on site.</li> </ul>

The above summary is provided as a service to facilitate communication and understanding of the referenced meeting; we therefore welcome additional clarification should it be necessary. The foregoing conveys my understanding of items discussed and decisions reached during this meeting. We request any changes, additions or deletions be brought to our attention as soon as possible but no later than 7 days from date of issuance for the minutes to be corrected and reissued. In the absence of any corrections, we assume the minutes to be correct and the final draft. Please contact the writer with questions or revisions.

**Mark Lyons**

Project Manager

**NCDAC – Division of Engineering**

End of Minutes



# NOTICE TO BIDDERS

Sealed proposals will be received by the North Carolina Department of Adult Corrections in Raleigh NC, in the office of NCDAC DECM, **Door #4**, 2020 Yonkers Road, Raleigh, NC (hand delivered); 4216 Mail Service Center, Raleigh, NC 27699-4216 (mailing address, but allow at least 48 hours, not recommended) up to **Tuesday, May 13, 2:00 PM** and immediately thereafter publicly opened and read for the furnishing of labor, material and equipment entering into the construction of:

**Security Netting – ROANOKE RIVER CI  
SCO # 24-28743-01A; NCDAC JOS # 4678  
1984 Caledonia Drive, Halifax, NC 27839**

Bids will be received for a single prime contract. All proposals shall be lump sum.

Complete plans and specifications for this project can be obtained by emailing ms consultants at [csmith@msconsultants.com](mailto:csmith@msconsultants.com) during normal office hours after publication date, April 26, 2025.

## Pre-Bid Meeting

A mandatory pre-bid meeting will be held for all interested bidders on **Wednesday, April 30, 11AM at The Vocational Building located at 1984 Caledonia Dr, Halifax, NC 27839**. The meeting will address project specific questions, security, issues, bidding procedures and bid forms. ***Failure to attend the Pre-Bid Conference will disqualify your company from bidding. You do not need to attend the first pre-bid.***

Complete plans, specifications and contract documents will be open for inspection in the offices of North Carolina Department of Adult Corrections – DECM and in the online plan room of the Associated General Contractors/Reed Construction Data, Carolinas Branch ([isgft.com](http://isgft.com)), the online plan room of McGraw-Hill Dodge Corporation ([dodge.construction.com](http://dodge.construction.com)), the online plan room at Construct Connect ([bidclerk.com](http://bidclerk.com)) the online plan and in Minority Plan Rooms at

[East Coast Digital Planroom., ([speedyblue.com](http://speedyblue.com)) 210 E. 14th St., Suite D, Greenville, NC 27858, 252-758-1616]

Plans are only available electronically. Electronic copy of Plans and Specification can be obtained from Engineer or Owner by sending an email request to Cathy Smith ([csmith@msconsultants.com](mailto:csmith@msconsultants.com)).

**NOTE:** The bidder shall include with the bid proposal the form *Identification of Minority Business Participation* identifying the minority business participation it will use on the project and shall include either *Affidavit A* or *Affidavit B* as applicable. Forms and instructions are included within the Proposal Form in the bid documents. Failure to complete these forms is grounds for rejection of the bid. (GS143-128.2c Effective 1/1/2002.)

General contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina, will be observed in receiving and awarding general contracts. General contractors submitting bids on this project must have license classification for **Unlimited** (set forth the license classification required by the NC General Contractors Licensing Board under G.S. 87-1)

NOTE--SINGLE PRIME CONTRACTS: Under GS 87-1, a contractor that superintends or manages construction of any building, highway, public utility, grading, structure or improvement shall be deemed a "general contractor" and shall be so licensed. Therefore, a single prime project that involves other trades will require the single prime contractor to hold a proper General Contractors license. **EXCEPT:** On public buildings being bid single prime, where the total value of the general construction does not exceed 25% of the total construction value, contractors under GS87- Arts 2 and 4 (Plumbing, Mechanical & Electrical) may bid and contract directly with the Owner as the SINGLE PRIME CONTRACTOR and may subcontract to other properly licensed trades. [GS87-1.1- Rules .0210](#)

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, of an amount equal to not less than five percent (5%) of the proposal, or in lieu thereof a bidder may offer a bid bond of five percent (5%) of the bid executed by a surety company licensed under the laws of North Carolina to execute the contract in accordance with the bid bond. Said deposit shall be retained by the owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten days after the award or to give satisfactory surety as required by law.

A performance bond and a payment bond will be required for one hundred percent (100%) of the contract price.

Payment will be made based on ninety-five percent (95%) of monthly estimates and final payment made upon completion and acceptance of work.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days.

The owner reserves the right to reject any or all bids and to waive informalities.

**Designer:**

Ms Consultants, inc  
2221 Schrock Road,  
Columbus, OH 43229  
(614)-898-7100

**Owner:** NC Department of Adult Correction

DECM  
2020 Yonkers Road,  
Raleigh, NC 27699  
Contact: Mark Lyons  
Phone: (919)-324-1263