



**NEW HANOVER COUNTY
FINANCE DEPARTMENT PURCHASING DIVISION
ADDENDUM 1
PRE-BID MEETING TRANSCRIPT & ATTENDANCE LIST**

From: Courtney Prince, Purchasing Agent
To: All Bidders
Project: RFB # 25-0291_NORTHERN REGIONAL PARK PHASE 2 CONSTRUCTION
Date: January 9, 2025

This Addendum is related to the County's Request for Bids "**RFB 25-0291_NORTHERN REGIONAL PARK PHASE 2 CONSTRUCTION**" and is hereby made a part of said Request for Bids to the same extent as though it were originally therein.

Attached is the Pre-bid Meeting Transcript as well as the Attendance List.

ACKNOWLEDGEMENT: I acknowledge receipt of Addendum No. 1 and will include it with the Bid Documents.

Bidder: _____

By: _____ **Date:** _____

END OF ADDENDUM NO. 1



Pre-Bid Meeting Agenda

Northern Regional Park – Multi-Purpose Field Expansion

Site Location: 4700 Old Ave. Castle Hayne, NC

Thursday, January 9, 2025, 11:00 AM

1. **Sign-In:**

Please write your name, company, and contact info on the chat or please send me an email @brandon.mclamb@timmons.com.

2. **Introductions:**

Andy Johnson – New Hanover County Parks/Gardens Director, Assistant
Courtney Prince – New Hanover County - Finance
Brandon McLamb - Timmons Group, Site/Civil Consultant Project Manager

3. **Plans:**

Digital Copies of the Documents can be obtained from:

<https://www.nhcgov.com/bids.aspx?bidID=118>

<https://evp.nc.gov/solicitations/details/?id=b9c9a6b2-d1bb-ef11-b8e9-001dd830a601>

4. **Bid Submittal and Opening:**

See instructions for Bidders for details on submittal:

Submit bid with attachments in a sealed envelope properly labeled

“RFB # 25-0291 NORTHERN REGIONAL PARK PHASE 2 CONSTRUCTION”

and addressed to:

New Hanover County Finance Office
Attn: Courtney Prince,
Purchasing Agent
230 Government Center Drive, Suite 165
Wilmington, NC 28403

Bids will be submitted and opened on:

Tuesday, January 28, 2025, 2-pm EST
Government Center Multi-Purpose Room 136
230 Government Center Drive, Wilmington, NC 28403

- A Bid Bond Equal to 5% of the bid price is required by all bidders

- This will be a public opening.
- The successful bidder will be required to provide Performance and Payment bonds equal to one hundred percent (100%) of the contract price.

5. Review of Documents

Overview of the project and the plans:

Base Bid –

Project scope includes two multi-purpose athletic fields, site grading, sediment and erosion control, asphalt entry drive and parking lot, concrete sidewalks, and seeding, as well as other Work indicated in the Contract Documents in complete accordance with the plans, specifications and contract documents

Key Elements:

- Grading - Import
- Field Lighting
- Sidewalk Connections
- Parking
- Field Drainage
- Stormwater Control Measure – Sod SCM
- Pump track by others – clearing by contractor
- Site Fencing
- Restroom Facility – pad by contractor, restroom by others

There are no Alternates Associated with this project

Allowances:

1. Additional Excavation
2. Additional Excavation in Trenches
3. Mass Rock Removal
4. Trench Rock Removal
5. NCDOT Std. No 57 Stone
6. Woven Geotextile Fabric

6. Questions:

Questions concerning the specifications in this Request for Bids (RFB) should be directed to Courtney Prince, Purchasing Agent by emailing coprince@nhcgov.com. Questions will be received until **Thursday, January 16, 2025, at 5:00 PM EST.**

7. Addendum

An addendum summarizing all questions and answers will be posted to the County's website no later than **Tuesday, January 21, 2025**. Bidders who have notified the County of their intent to submit a bid will be sent a copy of the addendum via email.

8. Construction Schedule

Total Duration (Base Bid and Alternates) = 15 Months (Add approved weather days)

Bid Opening	January 28, 2025
Notice to Proceed	TBD
Substantial Completion	TBD – 15 month completion
Final Completion	TBD – 1-3 month addition to Substantial

9. HUB / Minority Business Participation:

- The contractor shall attempt to achieve the state construction and school's desire to achieve ten percent (10%) goal for participation by a minority business.
- At a minimum, the contractor shall make a good faith effort to solicit minority bids and to attain the goal.
- The contractor shall include a completed **Identification of HUB Certified/Minority Business Participation** form or **Appendix A or B** (Good Faith effort) forms with their Bid.

10. Site

The site is located at Northern Regional Park - 4700 Old Ave. Castle Hayne, NC. The park is open from 8AM – 10PM daily if you would like to visit the site.

End of Meeting

PROJECT: Northern Regional Park – Multi-Purpose Field Expansion

MEETING: Pre-Bid Meeting

DATE: 9-JANUARY-2025

NAME (PLEASE PRINT)	COMPANY	ADDRESS	TELEPHONE/FAX	EMAIL
BRANDON MCLAMB, PE	TIMMONS GROUP	5410 TRINITY RD, SUITE 102 RALEIGH, NC 27607	919-866-4935	BRANDON.MCLAMB@TIMMONS.COM
ANDY JOHNSON	NHC			ANJOHNSON@NHCGOV.COM
COURTNEY PRINCE	NHC			COPRINCE@NHCGOV.COM
MATT MARCINKO	CHATHAM CIVIL CONTRACTING			MMARCINKO@CHATHAMCIVIL.COM
DAVID STORMS	FRED SMITH COMPANY			DSTORMS@FREDSMITHCOMPANY.NET
MATTHEW WILLIAMSON	TIMELESS CONSTRUCTION			MATTHEWW@TIMELESSCO.COM
ADAM CARDIN	TIMELESS CONSTRUCTION			ADAMC@TIMELESSCO.COM
CHRIS LEWIS	BARNHILL CONTRACTING		910-679-7357	CLEWIS@BARNHILLCONTRACTING.COM
BRADLEY PATE	BARBOUR BROTHERS CONSTRUCTION			BRADLEY@BARBOURBROTHERS.COM
JARED ROSENLUND	BAY ELECTRIC		906-370-2590	JARED@BAYELECTRICINC.COM

Transcript

January 9, 2025, 4:01PM

□ **Prince, Courtney** started transcription

BM **Brandon McLamb** 0:03

We're here for the prebid meeting for Northern Regional Park, multi purpose field expansion.

My intention is to just share my screen with a meeting agenda that I've provided. Courtney, do you want to get started with anything?

PC **Prince, Courtney** 0:22

Yeah, I'll just say good morning.

Thanks for being here.

I'm Courtney Prince, a purchasing agent for New Hanover County.

I will be handling all the questions and obviously we'll get those in the right hands to the team.

That's basically all I have.

I have a list of everyone who who sent a request to be here.

If there's someone you know that that may not be here, that should have got an invitation. If you just let me know, I will get this to them.

We're going to record and transcribe, so if you have any questions for me or any comments afterwards.

Please let me know.

Thank you Brandon for being here and thank you, Andy.

BM **Brandon McLamb** 1:02

Thanks Courtney.

Appreciate that.

Happy New Year to everybody.

The cold is here.

I think it's everywhere. I'm going to share screen prebid, the Prebid agenda here as Courtney just mentioned. Hopefully everybody can see that.

He mentioned signing in.

He had a list of people that wanted to join the meeting.

I think maybe if if you guys could throw up your information on the chat that might help us track it as well.

Just the folks that that are here.

That way we can sort of send out an official sign in sheet and at least have it for our records to know who may have attended today.

Just help us keep track.

So if you guys could either shoot me an or Courtney an e-mail or.

Or just shoot it in a in the chat in teams.

Either one would be fine.

That'd be much appreciated.

Introductions Courtney just introduced himself.

He's with the finance department with New Hanover County.

The purchasing agent again. He'll be handling questions and things.

We'll get into that a little bit.

Andy Johnson, he's the one I've been working closely with Project manager Acting project manager for New Hanover County. But the New Hanover County Parks and Gardens assistant director is also on the call today.

Shifting over to three the plans.

Think everyone probably has seen these, but and we can send this I'm I'm probably going to send this out in the form of maybe some minutes or just in this agenda out after this meeting.

So that so that people have this, but the two links and again I think you've seen these that will get you to the you know bid documents.

If you if you need those.

They're listed also on this agenda.

The bid opening today is a night, so the bid opening and the deadline for submittals for this bid is Tuesday, January 28th at 2:00 PM and that is at the government center multipurpose room.

Courtney, I understand these are these are hard copy submittals, no digital submittals.

And then that's the location and the the time frame. The opening will also be.

At that time.

And just a couple of notes for that.

Bid bond is required 5% of the bid price is required by the bidders, will be a public

opening and.

The successful bidder will end up needing to provide a performance bond as well. Equal to 100% of the contract price. So just a note there.

In terms of the project itself, the review of the documents.

On the overview of the project, the base bid scope of the plan, there are no alternates on the project.

So everything's is base bid.

It includes 2 multipurpose athletic fields.

Obviously site grading associated with that clearing and grading set and rose control asphalt entry drive and a parking lot design, as well as incorporated concrete sidewalks.

The field itself will be.

Seated as far as a final product to the to the Hanover County.

And then there are some storm water control measures.

A storm water control measure as well listed on the site.

I'll just throw this up there. Just an overall this is a. This is part of the bid package, but it's a.

It's a storm water compliance plan, but more for these purposes is sort of an aerial associated with the project.

These fields already exist.

At Northern Regional Park.

I think this is Manchester Field drive.

I may have that wrong.

I'll pull up Google Earth really quickly just to verify the street names here.

But the.

Yeah. I'm sorry. Madeline trask. Dr. is what? Northern Regional Park is, is on. And then there will be a section of roadway incorporated here that will eventually tie to Chesterfield Rd. And that's what the road would be named.

But we're just doing a small portion of that within the project and that's located in the bid documents as well.

So again, this is an existing field and then the main bulk of the the project.

Would be the construction of this roadway, this parking lot listed here, and then these two athletic fields and then go back to the agenda and sort of dive in a little bit more on some of the key elements?

Grading we do, we do understand and and know offhand that this will be an import

project.

So as you're taking a look at the bid documents, just note that.

And.

And have your your bid reflect that.

Field lighting must go lighting. Your Hanover County will contract separately with must go to do the lighting. There is however a small electrical portion within the project that's intended that is going to be required to be performed by the contractor in order to get the electrical needed you.

Know to the base of to the base of those light poles.

So keeping that in mind, and that is also listed on.

The the bid documents as well. I think we did mention some sidewalk connections.

So make note of that along the area parking.

Is in the plans as well.

Fuel drainage is shown on the storm water plan and there are storm water control measures.

There is a drive attention pond on the site as well as a storm filter device to meet compliance.

For that requirement.

The Storm water control measure I will make note that the Storm water control measure to drive attention upon peace is intended to be sod.

There are notes on the plans that that call this out. The rest of the site is intended to be Bermuda seed, so just note that.

That in your bid or or or take that into account as you as you bid this we have found success in sodding those stormwater, those storm water control measures for a close out.

So. So we did wanna make sure that was incorporated.

There is a pump track that is by others that will be part of this project that that is not part of this project.

The clearing associated with that pump track is within the limits of disturbance of this of this contract and intended for this contractor.

So sort of clear that area, but the pump track itself will be by others.

We don't.

We don't see any.

Necessarily overlap.

Of those projects in this project does stand alone from that and does incorporate just

that area for clearing purposes, but did just want to note that.

The project also has some side fitting associated with it and gates.

And then there is a restroom facility that will be by others. It is listed on the plans as a as a restroom facility.

But but what the intent is here is that the contractor would provide the pad.

And and the sidewalk concrete area around that and that that restroom facility would be provided by a New Hanover County. And I believe that would be sort of a a rental type unit.

Again, there's no allowance.

I mean no alternates associated with it.

There are a few allowances that are listed in the bid documents. There's additional excavation.

Excavation entrances, mass rock removal, which would do not anticipate, but we do have a a small allowance there for that.

Same with trench rock removal. You know standard 57 stone feel when, when, when it might be needed and and allowance for some web and geotextile fabric.

That.

Is my review of the documents.

And then I believe Courtney has already mentioned this, but questions?

Would be directed towards Courtney and then he will any sort of questions prior to January or up until January 16th.

He will coordinate that with, with myself and Andy, and we'll make sure to get responses back on that in a in an addendum.

And that addendum would be issued on Tuesday, January 21st.

Umm.

To everyone and in terms of construction schedule.

We do have the bid opening January 28th, 2025.

I think the intent is to move this project forward, though we do not have hard dates yet assigned.

The.

Notice to proceed is to be determined and then substantial completion and final completion. We we think this project could be done in 12 months.

Honestly.

But we have given a 15 month.

Duration for.

Standard for for for completion, for to substantial completion, and then a one to three month closeout period is kind of what we have set aside. Though again, I think that with the simplicity of the project it it could be done sooner than that.

This is not pertinent, I apologize.

Project phasing, we don't.

We don't anticipate a whole lot of phasing issues there.

That was from an older project.

And I think the minority participation.

Before this is encouraged up to 10%.

In contractor shall make good faith effort and there are some.

Documents within the bid forms to to kind of document that minority participation.

Good effort and encourage you to fill those out as well as part of your bid.

The site itself, we're obviously meeting in teams, so we don't have a sidewalk as part of this pre bid, but it is an open park.

It's open from 8:00 to 10:00 daily.

So I think Courtney and Andy, unless there's any sort of restrictions there, I I would assume they could pretty much go along the site anytime they they wanted to within those time frames.

JA Johnson, Andy 12:14
Yes.

BM Brandon McLamb 12:19
Other than that, Andy or Courtney, do you guys have anything else you would like to add or cover as part of this pregid?

JA Johnson, Andy 12:29
Brandon, on behalf of Parks, I do not have any additional information. Thank you.

PC Prince, Courtney 12:39
Outside of just being mindful of the the timeline, finance is good. I have nothing.

BM Brandon McLamb 12:47
OK. Well, on behalf of New Hanover County and and Timmons Group, I'm the civil side consultant.

My e-mail is is listed here and obviously you can see it on the in the invite here.
RF is do do go to, you know, Courtney or professor information or questions for you
know for the project.

I I appreciate everyone joining today.


Appreciate the interest in this one.


We're excited about it.


We're looking forward to getting some.


Some biz and questions and things that that generate a good project.

I know New Hanover County is waited quite some time for for this one to sort of turn
loose and we're we're excited and we appreciate everyone jumping on today.

 **Adam Cardin** 13:35
Thank you.

 **Brandon McLamb** 13:39
Thank you all.
You all have a great day.

 **Johnson, Andy** 13:42
Thank you. Bye.

 **David Storms** 13:43
Thank you.

□ **Prince, Courtney** stopped transcription