



Roy Cooper, Governor

Todd Ishee, Secretary

Job Order No. 4472

Contract No. C11708

**Orange CC Accessibility Improvements**  
**2110 Clarence Walters RD.**  
**Hillsborough, N.C. 27278**

**07/11/2024**  
**C11708 - Addendum No. 01**

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**A. Additional Project Information:**

This addendum is being issued to publish the meeting minutes from the pre-bid conference held 07/17/2023. 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, Central Engineering.***

Attachments:

- Pre-bid meeting agenda and minutes.

**B. Questions and Comments:**

Question	Answer
Can we use a bobcat or heavy equipment onsite?	Yes, it must be either removed from site when not in use or locked and the key must be on the inventory sheet and always accounted for.
Will there be a detail with the construction crew?	Yes, custody staff will be provided at all times while inside the perimeter fence.
Will the inmates be out while construction work is ongoing?	Yes, all contractors must be mindful of offenders walking around during construction and required to not engage unless it is to answer a question.
Does the fence that is being removed need to be replaced on the same day?	No, this fence is not a security/perimeter fence. Therefore, it does not need to be replaced the same day as demo.
Are tobacco products allowed onsite?	No, tobacco products and vapes are not allowed on the facility.

What is the procedure of getting equipment onsite?	The contractor must visually inspect the vehicle, both inside and out, to ensure no contraband is anywhere in the vehicle. Once this is done the custody staff will inspect the vehicle prior to it being allowed onsite each day.
Are there bathroom facilities onsite for the construction crew?	Yes, the construction crews will be allowed to use the facilities in the facility.
What is the procedure for lunches?	The crews can bring in their lunches or go out to eat. If food is brought in it must be in clear containers and pass through the gatehouse.
What additional training is needed to enter the facility?	All members of the construction crew must complete PREA training prior to entering the facility. This is to include anyone driving a dump that will come in the facility more than once. All members of the construction crew that will be working inside the fence will have to have a background check (PIIN check) prior to entering the facility.
Will there be an addendum?	Yes, all addendums will be sent on 07/11/2024.
Trash Disposal?	All questions dealing with trash disposal will be addressed at pre-con. Plan and bid on trash being removed at the end of each working day.



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## **ORANGE CC ACCESSIBILITY IMPROVEMENTS Pre-Bid Meeting Agenda**

Project: 2110 CLARENCE WALTERS RD. HILLSBOROUGH, N.C. 27278

State Project ID Number: SCO # 23-27323-01A

DAC Central Engineering Job Order # 4472

**Date: 07/03/2024 | Location: 2110 CLARENCE WALTERS RD. HILLSBOROUGH, N.C.  
| Time 10:00Am**

- 1. INTRODUCTION & SIGN IN SHEET**
- 2. PROJECT DESCRIPTION & SCOPE OF WORK**
  - a. Base Bid: **Site Improvements – Repair and or replace some areas of sidewalks, installation of new sidewalks. Installation of a ramp at grade with handrails. Addition of two wing walls in the Peace building around the water fountains.**
  - b. Alternate: **There are no alternates for this project.**
  - c. Unit Price: **No Unit prices are utilized for this project.**
- 3. BID OPENING**
  - a. Date: **7/16/2024**
  - b. Time: Opening at **2:00 pm**
  - c. Location: **2020 Yonkers Rd, Raleigh N.C.**
  - d. Bid Delivery: **4216 Mail Service Center, Raleigh, NC 27699-4216**
- 4. QUESTIONS DURING BID**
  - a. Bidders can submit their questions in writing to: [daniel.godwin@dac.nc.gov](mailto:daniel.godwin@dac.nc.gov), cc [scott.booth@dac.nc.gov](mailto:scott.booth@dac.nc.gov).
  - b. Question deadline is **7/10/2024, 5:00pm**
- 5. BID ADDENDUM**
  - a. to be issued by **7/11/2024**
  - b. Acknowledge receipt on Bid Form: **Bids shall be received in strict accordance with requirements of the General Statutes of North Carolina. Bid security shall be required as prescribed by statute. Prior to the closing of the bid, the bidder will be permitted to change or withdraw his bid. Guidelines for opening of public construction bids are available from the State Construction Office.**
- 6. PROJECT SCHEDULE - (90) consecutive calendar days from Notice to Proceed Date.**
- 7. PAYMENT**
  - a. **Application for Payment must be submitted on the 5<sup>th</sup> day of each month. Use AIA Document G702 and AIA Document G703 as form for Applications for Payment. Submit Draft of Application for Payment seven days prior to due date for review by PM and Architect.**
- 8. LOGISTIC**
  - a. Laydown area: **On-site storage is limited and shall be allocated and approved by the NCDAC Site representative at the beginning of the job.**
    - 1. The Contractor shall use extreme caution when moving equipment in or out of the project site and buildings and shall coordinate these activities with the NCDAC Site Representative.**

**2. Absolutely no shipments of materials, etc., will be received or cared for by any NCDAC personnel at the facility. Shipments coming into the site after working hours will not be received and will be sent back for delivery the next working day.**

- b. Existing Utility & Temporary Utility: The contractor shall provide necessary and adequate facilities for water, electricity, gas, oil, sewer, and other utility services which may be necessary and required for completion of the project including all utilities required for testing, cleaning, balancing, and sterilization of designated plumbing, mechanical and electrical systems. Any permanent meters installed shall be listed in the contractor's name until work has a final acceptance. The contractor will be solely responsible for all utility costs prior to final acceptance. Contractor shall contact all affected utility companies prior to bid to determine their requirements to provide temporary and permanent service and include all costs associated with providing those services in their bid. Coordination of the work of the utility companies during construction is the sole responsibility of the contractor.**
- c. Temporary Toilet Facilities: Temporary toilet facilities will be provided and maintained by the contractor onsite for the duration of the contract. Temporary toilet facilities must be secured by the contractor at all times.**

#### **9. SECURITY**

- a. DPS Security requirement for contractors: Contractor must follow the security requirements outlined in section 01 1100 – 1/8 to include background checks (PIN) checks on all employees and PREA training for anyone coming in the facility.**
- b. Site specific Security requirement: See Section 01 1100 – 1/8**
- c. Work hours & break time: 7:30am – 6:00pm Monday through Friday**
- d. Cellphone: Cellphones are only allowed on site at owner's discretion. If allowed, contractor must ensure that no inmates are in any photos at the end of each day.**
- e. Toolbox & hazardous tools: All tools must be secured at all times. All tools must be inventoried at the beginning and end of each day. An inventory list must be given to the facility prior to work starting.**
- f. Ladder: Ladders must be secured at all times.**
- g. Inclement weather: Contractor must ensure that all work sites are protected from damaging weather conditions. Contractor must follow all weather installation requirements set forth in Project Manual for all operations.**

#### **10. REQUIRED BID SUBMITTALS**

- a. Form of Proposal: All bidders must follow all bid requirements established in the contract Project Manual.**
- b. Bid Bond: 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, or a bid bond in an amount equal to not less than five percent (5%) of the proposal, said deposit to be retained by the owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten (10) days after the award or to give satisfactory surety as required by law (G.S. 143-129). Bid bond shall be conditioned that the surety will, upon demand, forthwith make payment to the obligee upon said bond if the bidder fails to execute the contract. The owner may retain bid securities of any bidder(s) who may have a reasonable chance of award of contract for the full duration of time stated in the Notice to Bidders. Other bid securities may be released sooner, at the discretion of the owner. All bid securities (cash or certified checks) shall be returned to the bidders promptly after award of contracts, and no later than seven (7) days after expiration of the holding period stated in the Notice to Bidders. Standard Form of Bid Bond is included in these specifications and shall be used.**
- c. MBE: All bidders must follow the "Minority Business Participation Requirements set forth in the contract documents.**

#### **11. PERFORMANCE AND PAYMENT BOND, INSURANCE REQUIREMENT**

- a. Performance Bond: The successful bidder, upon award of contract, shall furnish a performance bond in an amount equal to 100 percent of the contract price. See Article 35, General Conditions.**


- b. **Payment Bond: The successful bidder, upon award of contract, shall furnish a payment bond in an amount equal to 100 percent of the contract price. See Article 35, General Conditions.**
- c. **Insurance Requirements: Contractor must Follow all insurance requirements set forth on page 36-37 of contract Project Manual as well as all requirements under the section Supplementary Instructions to Bidders.**
- d. **Insurance Cancellation: The North Carolina Attorney General's Office in concurrence with the Department of Insurance has developed the following acceptable and required verbiage concerning the cancellation of insurance coverage. The Contractor will provide insurance certificate(s) to this office with language appropriately inserted in the insurance certificate block provided for "Special Provisions," as follows:**  
***"Notwithstanding the preprinted cancellation provisions on this form, coverages afforded under the policies will not be cancelled, reduced in amount nor will any coverages be eliminated until at least thirty (30) days after mailing written notice, by certified mail, return receipt requested, to the insured and the owner, of such alteration or cancellation."***

## **12. SITE WALK-THROUGH**



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**Project Location:** 2110 CLARENCE WALTERS RD.  
 HILLSBOROUGH, N.C. 27278  
**NCDPS Job Order:** 4472  
**SCO Project ID:** 23-27323-01A  
**NCDAC Contract:** C11708  Pre-Bid

☐ Pre-Bid

☐ Monthly Conf.☐ Pre-Final☐ Pre-Construction☐ Special Mtg.

☐ Final

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