

Finance and Administrative Services Department – Purchasing Division

**ITB Addendum No. 1**

March 20, 2026

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| <b>ORANGE COUNTY ITB No 367-OC5476</b> |
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| <b>Orange County Generator Installation for Emergency Services</b> |
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This Addendum shall be included in the contract for the above-referenced project. All General, Supplementary, and Special Conditions, etc., as originally specified or as modified below, shall apply to these items.

**Attachments:**

ITB 367-OC5476 Generator Installation for Emergency Services Center Prebid Meeting Minutes

ITB 367-OC5476 Generator Installation for Emergency Services Center Prebid Meeting Sign-In Sheet

End of Addendum 1



**Orange County Generator Installation for Emergency Services**

**RFP – 367-OC5476**

**Pre-Bid Conference Agenda**

**March 12, 2026, at 1:00 p.m.**

**Owner:** Orange County  
306 Revere Road  
Hillsborough, NC 27278

**Location:** 510 Meadowlands Drive  
Hillsborough, NC 27278

**Engineer:** Progressive Design Collaborative, Ltd.  
3101 Poplarwood Court, Suite 320  
Raleigh, NC 27604

On behalf of the Owner and PDC, we would like to thank you for your interest and attendance at this Pre-Bid Conference. As this is a NON-Mandatory Prebid, we still request that everyone sign in for the record.

**I. Bid:**

Bids will be received until **2:00 P.M. on Tuesday, March 31st, 2026, for a Single Prime Contract at:**

Transmit bids via email to Orange County Finance Manager – Purchasing at [financing-purchasing@orangecountync.gov](mailto:financing-purchasing@orangecountync.gov)

**II. Bid Day Documents:** Refer to Bid Package – **Ensure all documents are signed, sealed, and attested (or witnessed) as required.**

1. Contractor's Completed and Signed Bid Form
2. Living Wage Contractor Policy
3. E-Verify Affidavit
4. Supplemental Vendor Information: Historically Underutilized Businesses
5. Minority Business Participation forms – Affidavit A or B

**III. Base Bid**

**A. Emergency Services Generator Addition**

State the amount for the Base Bid for all labor and materials required to accomplish the work involved per the plans and specifications.

**IV. Alternates**

There are no alternates for this project.

**V. E-Procurement Vendors:**

E-Procurement rules WILL apply for Registered E-Procurement Vendors only. If the low bidder is an E-Procurement Vendor, the owner will not be responsible for any fees associated with the E-Procurement process incurred by the low bidder or any subcontractor, as specified in paragraphs below:

**REGISTERED E-PROCUREMENT VENDORS:**

1. ELECTRONIC PROCUREMENT (APPLIES TO ALL CONTRACTS THAT INCLUDE E-PROCUREMENT AND ARE IDENTIFIED AS SUCH IN THE BODY OF THE SOLICITATION DOCUMENT): Purchasing shall be conducted through the Statewide E-Procurement Service. The State's third-party agent shall serve as the Supplier Manager for this E-Procurement Service. THE SUCCESSFUL BIDDER (S) SHALL PAY A TRANSACTION FEE OF 1.75% (.0175) ON THE TOTAL DOLLAR AMOUNT (EXCLUDING SALES TAXES) OF EACH PURCHASE ORDER ISSUED THROUGH THE STATEWIDE E-PROCUREMENT SERVICE. This applies to all purchase orders, regardless of the quantity or dollar amount of the purchase order. The transaction fee shall not be stated or included as a separate item in the proposed contract or invoice. There are no additional fees or charges to the contractor for the services rendered by the Supplier Manager under this contract. Contractor will receive a credit for transaction fees they paid for the purchase of any item(s) if an item(s) is returned through no fault of the contractor. Transaction fees are non-refundable when an item is rejected and returned, or declined, due to the contractor's failure to perform or comply with specifications or requirements of the contract. Contractor or its Authorized Reseller, as applicable, will be invoiced monthly for the State's transaction fee by the Supplier Manager. The transaction fee shall be based on purchase orders issued for the prior month. Unless Supplier Manager receives written notice from the Contractor identifying with specificity any errors in an invoice within thirty (30) days of the receipt of invoice, such invoice shall be deemed to be correct and Contractor shall have waived its right to later dispute the accuracy and completeness of the invoice. Payment of the transaction fee by the Contractor is due to the account designated by the State within thirty (30) days after receipt of the correct invoice for the transaction fee, which includes payment of all portions of an invoice not in dispute. Within thirty (30) days of the receipt of invoice, contractor may request in writing an extension of the invoice payment due date for that portion of the transaction fee invoice for which payment of the related goods by the governmental purchasing entity has not been received by the Contractor. If payment of the transaction fee is not received by the State within this payment period, it shall be considered a material breach of contract. The Supplier Manager shall provide, whenever reasonably requested by the contractor in writing (including electronic documents), supporting documentation from the E-Procurement Service that accounts for the



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NORTH CAROLINA  
**Orange County, NC**

amount of the invoice. The Supplier Manager will capture the order from the State approved user, including the shipping and payment information, and submit the order in accordance with the E-Procurement Service. Subsequently, the Supplier Manager will send those orders to the appropriate contractor on State Contract. The State or State approved user, not the Supplier Manager, shall be responsible for the solicitation, bids received, evaluation of bids received, award of contract, and the payment for goods delivered. Contractor agrees at all times to maintain the confidentiality of its user name and password for the Statewide E-Procurement Services. If a contractor is a corporation, partnership or other legal entity, then the contractor may authorize its employees to use its password. Contractor shall be responsible for all activity and all charges by such employees. Contractor agrees not to permit a third party to use the Statewide E-Procurement Services through its account. If there is a breach of security through the contractor's account, contractor shall immediately change its password and notify the Supplier Manager of the security breach by e-mail. Contractor shall cooperate with the State and the Supplier Manager to mitigate and correct any security breach.

2. NON-REGISTERED E-PROCUREMENT VENDORS: E-Procurement Rules DO NOT apply.

**VI. Schedule:**

Notice to Proceed: Anticipated April 14, 2026.  
Substantial Completion: November 22, 2026 (Approx 220 Calendar Days)  
Final Completion: Shall occur **30 days** after Substantial Completion

**VII. Examination of Bid Documents:**

All Bidders are expected to fully examine and familiarize themselves with the Drawings, Specifications, and Existing Conditions. All Bidders should read the scope of the bid package. Any questions or clarifications should be directed to the Orange County Capital Projects Manager. No allowances will be made after the bids are received for any oversight due to failure to examine the documents.

**VIII. Substitutions**

Substitutions or approvals of "Equals" will only be accepted if approved by the Engineer in writing at least 8 days prior to the receipt of bids: March 23rd, 2026.

- IX. Technical Questions:** Technical questions should be submitted to the Orange County Capital Projects Manager as soon as possible, preferably by email.

**Angel Barnes (Orange County Capital Projects Manager)**  
[abarnes@orangecountync.gov](mailto:abarnes@orangecountync.gov)  
(919) 610-8182

**X. Construction Documents:**

This is an informal bid, and construction documents and specifications are available in PDF format on the Orange County Website. All addenda will be posted to the Orange County website under the purchase website. <https://www.orangecountync.gov/Bids.aspx> If you have any issues or cannot download any of the documents, please let the Orange County Capital Projects Manager know, and she will work to make sure we get them to you.

**XI. Addenda:**

Addenda will be posted to the website @ <https://www.orangecountync.gov/Bids.aspx>. Contractors are



encouraged to sign up for notifications on this site to receive email or text alerts when documents are posted.

**XII. Brief Description of the project:**

This project consists of providing all labor, materials, and equipment necessary to install an additional diesel generator at the Orange County Emergency Services Center.

**Bids will be received from contractors for Single Prime. All proposals shall be lump sum.**



367-OC5476 Orange County Generator Installation (Emergency Services Center)  
March 12, 2026 1:00 P.M.

Attendance Sheet

| Name              | Company/Dept.             | Phone        | Email                               |
|-------------------|---------------------------|--------------|-------------------------------------|
| ANGEL BARNES      | OC                        |              |                                     |
| JIM BREAKER       | OC                        |              |                                     |
| James Lunsford    | OC                        |              |                                     |
| Glen Presson      | RECORE                    | 757.377.7283 | glen.presson@recore.energy          |
| BRIAN YOUNG       | WILSON & COFIELD ELECTRIC | 919.704-6757 | byoung@wilsoncofield.com            |
| Austin Wagg       | Fairmount Contractors     | 540.320.8695 | awagg@fairmountcontractors.com      |
| DAKOTA UNDERWOOD  | FAIRMOUNT CONTRACTORS     | 619-871-1044 | DUNDERWOOD@FAIRMOUNTCONTRACTORS.COM |
| Chris Boyle       | Bitting Electric          | 919.500.1432 | Cboyle@bittingelectric.com          |
| CHRIS ROWLAND     | Tyhope Construction       | 336-312-4180 | crowland@tyhopeconstruction.com     |
| WHIT MILLER       | ELECTRICAL FITUPS         | 919-815-9055 | WMILLER@ELECTRICALFITUPS.COM        |
| DARREN STRICKLAND | OC                        |              |                                     |
| PAT CAMPBELL      | OC                        |              |                                     |