

ADDENDUM I

Date of Addendum: April 6, 2020

Project Name: Pender County Courthouse - Interior Renovations

PROJECT INFORMATION

- A. Owner: Pender County.
- B. Architect: LS3P
- C. Architect Project Number: 7702-185550

NOTICE TO BIDDERS

- A. This Addendum is issued to plan holders pursuant to the Instructions to Bidders and Conditions of the Contract. This Addendum serves to clarify, revise, and supersede information in the Project Manual, Drawings, and previously issued Addenda. Portions of the Addendum affecting the Contract Documents will be incorporated into the Contract by enumeration of the Addendum in the Owner/Contractor Agreement.
- B. The Bidder shall acknowledge receipt of this Addendum in the appropriate space on the Bid Form.
- C. Attachments within this Addendum include, but may not be limited to, modifications as noted.
- D. The date, time, and location for receipt of bids are unchanged by this Addendum.

ATTACHMENTS

- A. This Addendum includes the following attached Documents and Specification Sections:
 - 1. Invitation to Bid, reissued.
 - 2. Supplementary Instructions to Bidders, reissued.
 - 3. Section 273000, new.

REVISIONS TO DIVISION 00 PROCUREMENT AND CONTRACTING REQUIREMENTS

Item I-1. Instructions to Bidders: Replace with revised Instruction to Bidders, included.

- 1. Revised pre-bid meeting from on-site to virtual.
- 2. Provided log-in information for virtual pre-bid meeting.

Item I-2. Supplementary Instructions to Bidders: Replace with revised Supplementary Instruction to Bidders, included. Added requirements for Contractor's Qualification Statement submittal.

REVISIONS TO DIVISIONS 02 - 49 SPECIFICATION SECTIONS

Item I-3. Section 126100, Article 2.3 E: Revise to read "Chair Width: Single-width chair in each row, with chair width of 21 inches in the main court and 20 inches on the mezzanine, from center to center of armrests."

Item I-4. Add Section 273000 "Area of Refuge Two-Way Communication System," included.

END OF ADDENDUM I

INVITATION TO BID

1.1 PROJECT INFORMATION

- A. Project Identification: Pender County Courthouse - Interior Renovations.
 - 1. Project Location: 100 S. Wright Street, Burgaw, North Carolina 28425.
- B. Owner: Pender County, 805 S. Walker Street, Burgaw, North Carolina 28425.
 - 1. Owner's Representative: Mr. Chad McEwan, Assistant Manager

1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed bids until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
 - 1. Bid Date: April 23, 2020
 - 2. Bid Time: 3:00 pm (local time).
 - 3. Location: Commissioner's Room, Pender County Administration Building, 805 S. Walker Street, Burgaw, North Carolina.
- B. Bids will be thereafter publicly opened and read aloud **following guidelines posted by the NC Department of Administration.**
 - 1. In response to social distancing recommendations by state and local health authorities, bids will be opened publicly through video/audio conference. ~~Conference log-in information to be provided by Architect at the pre-bid meeting. Bidders shall notify the Architect in advance if they wish to be physically present during the bid opening.~~
 - 2. **Bids must be delivered via US Mail, UPS, or Federal Express. Hand delivery will be accepted. Deliver bids to:**
PENDER COURTHOUSE BID
c/o Chad McEwen, County Manager
Pender County Administration Building
805 S. Walker Street
Burgaw, North Carolina 28425
 - 3. **Virtual meeting access instructions will be posted in a later addendum.**

1.3 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount. No bids may be withdrawn for a period of 60 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 ~~MANDATORY~~ PREBID CONFERENCE

- A. A ~~mandatory~~ **virtual** prebid conference for all bidders will be held **via Zoom video teleconferencing at the South Entrance of Pender County Courthouse, 100 S. Wright Street, Burgaw, North Carolina** on April 8, 2020 at 3:00 p.m., local time. ~~Prime bidders and asbestos abatement subcontractors are required to attend. Subcontractors (other than asbestos abatement subcontractor) and suppliers are invited to attend.~~ **Attendance will be documented and considered during the award period.**

~~1. Precautions will be taken with respect to COVID-19. If weather permits, the pre-bid meeting will be conducted outside of the courthouse at the South entrance. In the event of bad weather, bidders shall meet in the courtroom. Individuals shall at all times maintain a minimum of 6 feet distance between themselves and others as recommended by state and local health authorities. Bidders shall bring gloves and any other personal protective equipment desired. Bidders may tour the building in small groups after the pre-bid meeting.~~

1. To gain access to the virtual meeting:

a. Visit: <https://zoom.us/join>

1) Or click [HERE](#) to be taken directly to Registration Page

b. Enter Meeting ID: 611 539 846

c. Enter Password: 911819

d. Click “Join” button.

e. Complete required “Meeting Registration” page fields.

1) It is suggested that you Pre-Register prior to the meeting. This can be completed at any time and may avoid delays when signing into the meeting.

f. Click “Register” button when fields are complete.

g. If all required fields are completed, you will be directed to a “Meeting Registration Approved” page that will provide a summary of the meeting Topic, Time, Meeting ID and URL to join the meeting.

h. Click provided URL to join meeting.

i. Note: Attendees must login to Zoom using a device equipped with a screen and microphone to view materials and/or presenters and communicate with others.

2. Building Preview: Instructions for a self-guided walk-thru of the courthouse will be provided during the pre-bid conference.

1.5 BIDDING DOCUMENTS

A. Bid Forms, Plans, Specifications, and Contract Documents Bidding documents may be examined at the office of Mr. Chad McEwan, Pender County, 805 S. Walker Street, Burgaw, North Carolina, between the hours of 8:00 a.m. and 5:00 p.m., and the following plan rooms’ websites:

1. Dodge Data & Analytics – www.construction.com
2. Carolinas Plan Room – www.carolinasplanroom.com
3. iSqFt + bidclerk – www.iSqFt.com

B. Bidders may obtain a complete set of bidding documents beginning on March 30, 2020 from: McGee Cadd Reprographics, 2527 S. 17th St., Wilmington, NC 28403, (910) 799-1212, e-mail: mcgee01@mcgee-cadd.com, upon the non-refundable payment of services charges.

C. Electronic Documents: Complete plans, specifications, and contract documents can be obtained electronically on March 30, 2020. Go to <http://infoexchange.ls3p.com> and login using your e-mail address and "anonymous" as the password. Click on the [Pender Courthouse Interior Bid Documents](#) download link.

1.6 TIME OF COMPLETION AND LIQUIDATED DAMAGES

A. Bidders shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time. Work is subject to liquidated damages as indicated in the Contract Documents.

1.7 BIDDER'S QUALIFICATIONS

- A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond, a separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.
- B. Bidders and their subcontractors shall meet qualification requirements indicated in the Contract Documents.
- C. Submission of a bid shall serve as evidence that the Bidder has confirmed that the Bidder is properly qualified to perform the work and is capable of obtaining the required bonds and insurance. Bidders shall, if requested, submit evidence in affidavit form of applicable experience, licensure, approvals, and certifications, adequate financial resources, work in hand capacity, adequate organization, and acceptable past performance. Submittal will be in the form of AIA Document A305 *Contractor's Qualification Statement*. Bidder's qualification information shall be considered privileged and confidential.

END OF INVITATION TO BID

SUPPLEMENTARY INSTRUCTIONS TO BIDDERS**SUPPLEMENTARY INSTRUCTIONS TO BIDDERS, GENERAL**

The following supplements modify AIA Document A701 - 2018 Instructions to Bidders. Where a portion of the Instructions to Bidders is modified or deleted by these Supplementary Instructions to Bidders, unaltered portions of Instructions to Bidders shall remain in effect.

ARTICLE 2 BIDDER'S REPRESENTATIONS

Add §2.1.4.1:

§2.1.4.1 The Bidder has investigated all required fees, permits, and regulatory requirements of authorities having jurisdiction and has properly included the cost of such fees, permits, and requirements not otherwise specifically indicated as provided by the Owner, in the submitted bid.

Add §2.1.7:

§2.1.7 The Bidder is properly licensed Contractor in accordance with the General Statutes of the State of North Carolina and meets qualifications indicated in the Bidding Documents.

ARTICLE 3 BIDDING DOCUMENTS**§3.3 SUBSTITUTIONS**

Add §3.3.2.2.1:

§3.3.2.2.1 Substitution requests shall be properly completed and signed. The Architect will review requests for substitution of comparable products when submitted by Prime Bidders. Attach a copy of the respective specification section with point-by-point compliance or variance, and accompanied by sufficient independently certified test data, code and third-party approvals, product samples, and additional information needed to support the request. Architect's acceptance of products on previous projects does not guarantee acceptance on this Project. Undocumented requests will not be reviewed.

§3.4 ADDENDA

Delete §3.4.3 and replace with the following:

§3.4.3 Addenda may be issued at any time prior to the receipt of bids.

Add §3.4.4.1:

§3.4.4.1 The Owner may elect to waive the requirement for acknowledgement of received Addenda in §3.4.4 if:

- .1** Information received as part of the bid indicates that the bid as submitted reflects modifications to the Bidding Documents included in an unacknowledged Addendum, or
- .2** Modifications to the Bidding Documents in an unacknowledged Addendum do not, in the opinion of the Owner, affect the Contract Sum or Contract Time.

ARTICLE 4 BIDDING PROCEDURES**§4.1 PREPARATION OF BIDS**

Add §4.1.9:

§4.1.9 The Owner may elect to disqualify a bid due to failure to submit a bid in the form requested, failure to bid requested Alternates or Unit Prices, failure to complete entries in all blanks in the Bid Form, or inclusion by the Bidder of any alternates, conditions, limitations or provisions not called for.

§4.3 SUBMISSION OF BIDS

Add §4.3.2.1 and §4.3.2.2:

§4.3.1.1 Use Form of Proposal and Bid Proposal Checklist from Project Manual to submit bid. Attach completed Bid Proposal Checklist to envelope containing bid, with tape or staples.

§4.3.1.2 Include label with Project Name, Bid Date, Bidding Company, Business Address, and Bidder's State of North Carolina Contractor License Number on the face of the sealed bid envelope.

§4.4 MODIFICATION OR WITHDRAWAL OF BIDS

Add the following to §4.4.1:

§4.4.1.1 Such modifications to or withdrawal of a Bid may only be made by persons authorized to act on behalf of the Bidder. Authorized persons are those so identified in the Bidder's corporate by-laws, specifically empowered by the Bidder's charter or similar legally binding document acceptable to the Owner, or by a power of attorney, signed and dated, describing the scope and limitations of the power of attorney. Make such documentation available to the Owner at the time of seeking modifications or withdrawal of Bid.

§4.4.1.2 The Owner will consider modifications to a Bid written on the sealed bid envelope by authorized persons when such modifications comply with the following: the modification is indicated by a percent or stated amount to be added to or deducted from the Bid; the amount of the Bid itself is not made known by the modification; a signature of the authorized person, along with the time and date of the modification, accompanies the modification. Completion of an unsealed bid form, awaiting final figures from the Bidder, does not require power of attorney due to the evidenced authorization of the Bidder implied by the circumstance of the completion and delivery of the Bid.

Add §4.5:

§4.5 SUBCONTRACTORS, SUPPLIERS, AND MANUFACTURERS LIST BID SUPPLEMENT

§4.5.1 Provide a list of major subcontractors, suppliers, and manufacturers furnishing or installing products no later than 2 business days following Architect's request. Include those entities providing work totaling 3 percent or more of the bid amount. Do not change subcontractors, suppliers, and manufacturers from those submitted without approval of Architect.

ARTICLE 5 CONSIDERATION OF BIDS

§5.2 REJECTION OF BIDS

Add §5.2.1:

§5.2.1 The Owner reserves the right to reject a Bid based upon the Owner's and Architect's evaluation of qualification information submitted following opening of bids. The Owner's evaluation of the Bidder's qualifications will include: status of licensure and record of compliance with licensing requirements, record of quality of completed work, record of project completion and ability to complete, record of financial management including financial resources available to complete the Project and record of timely payment of obligations, record of project site management including compliance with requirements of authorities having jurisdiction, record of and number of current claims and disputes and the status of their resolution, and qualifications of the Bidder's proposed project staff and proposed subcontractors.

ARTICLE 6 POST-BID INFORMATION**§6.1 CONTRACTOR'S QUALIFICATION STATEMENT**

Add §6.1.1, §6.1.2, and §6.1.3:

§6.1.1 Submit Contractor's Qualification Statement no later than **3 business days following bid opening. 2 business days following Architect's request.**

§6.1.2 **Preview A305 here:** <http://content.aia.org/sites/default/files/2016-09/AIA-A305-1986-Free-Sample-Preview.pdf>

§6.1.3 **AIA A305 - Contractor's Qualification Statement, Article 3.5: Revise to read "On a separate sheet, list major *renovation* projects of *similar scope* your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces."**

§6.3 SUBMITTALS

Add §6.3.1.4:

§6.3.1.4 Submit information requested in **§6.3.1.1, §6.3.1.2, and §6.3.1.3** no later than 2 business days following Architect's request.

ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND**§7.1 BOND REQUIREMENTS**

Add §7.1.1.1:

§7.1.1.1 Both a Performance Bond and a Payment Bond will be required, each in an amount equal to one hundred percent of the Contract Sum.

§7.2 TIME OF DELIVERY AND FORM OF BONDS

Delete the first sentence of §7.2.1 and insert the following:

The Bidder shall deliver the required bonds to the Owner not later than 10 days after the date of the notice to award and not later than the date of execution of the Contract, whichever occurs first. The Owner may deem the failure of the Bidder to deliver required bonds within the period of time allowed a default.

Delete §7.2.3 and insert the following:

§7.2.3 Bonds shall be executed and be in force on the date of the execution of the Contract.

ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

Delete §8.1.4 and §8.1.9

Add §8.2:

§8.2 EXECUTION OF THE CONTRACT

§8.2.1 Subsequent to the notice to award, and within 10 days after the prescribed Form of Agreement is presented to the Awardee for signature, the Awardee shall execute and deliver the Agreement to the Owner through the Architect, in such number of counterparts as the Owner may require.

§8.2.2 The Owner may deem the failure of the Awardee to execute the Contract and to supply the required bonds when the Agreement is presented for signature within the period of time allowed a default.

§8.2.3 Unless otherwise indicated in the Bidding Documents or the executed Agreement, the date of commencement of the Work shall be the date of the executed Agreement or the date that the Bidder is obligated to deliver the executed Agreement and required bonds to the Owner.

§8.2.4 In the event of a default, the Owner may declare the amount of the bid security forfeited and elect to either award the Contract to the next responsible bidder or re-advertise for bids.

Add §8.3:

§8.3 TIME OF COMMENCEMENT AND COMPLETION

§8.3.1 The Contractor shall commence Work within 10 days following execution of the Contract, or when notified in writing to proceed, and shall complete the Work within the Contract Time.

END OF SUPPLEMENTARY INSTRUCTIONS TO BIDDERS

SECTION 273000 - AREA OF REFUGE TWO-WAY COMMUNICATION SYSTEM

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes installation of an audio-visual rescue assistance signal system. This work shall include:
 - 1. A master / main annunciator panel, remote call stations, power supply, outlet boxes, cables and wiring as shown on the drawings and as specified herein.

1.3 SUBMITTALS

- A. Product Data:
 - 1. Manufacturer's product data sheets.
 - 2. Manufacturer recommended cable types.
 - 3. Operations manual.
- B. Shop Drawings:
 - 1. Wiring diagrams showing typical field wiring connections, single line floor plans with equipment locations, cable routings, and cable types and quantities.
 - 2. Internal control cabinet drawings showing internal block diagram connections.
 - 3. Equipment layout, profiles, and product components; including anchorage and accessories.
 - 4. Station installation details and equipment cabinet details.
- C. Quality Assurance Submittals:
 - 1. Manufacturer's installation instructions.
 - 2. Test Reports: Certified test reports showing compliance with specified performance characteristics.
 - 3. Manufacturer's Field Reports.
- D. Closeout Submittals:
 - 1. Operation and Maintenance Data: Operation and maintenance data for installed products in accordance with Closeout Submittals (Maintenance Data and Operation Data) Section. Include methods for maintaining installed products and precautions against cleaning materials and methods detrimental to finishes and performance. Include troubleshooting guide, wiring terminal identification and equipment parts list.
 - 2. Warranty documents.

1.4 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.

- B. Comply with NFPA 70.
- C. Comply with ADA (Americans with Disabilities Act) requirements.
- D. Obtain equipment and components from a single manufacturer.

1.5 WARRANTY

- A. Warranty: Manufacturer and Installer agree to repair or replace components of systems that fail in materials or workmanship within specified warranty period.
- B. Warranty Period: Three years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by the manufacturers specified.

2.2 AREA OF REFUGE TWO-WAY COMMUNICATION SYSTEM

A. Manufacturers:

1. Alpha Communications.
2. Cornell Communications.
3. RATH Communications.
4. TekTone.
5. Or approved equal.

B. Master / Main / Base Station / Annunciator Panel

1. Surface mounted at the main fire department building entrance.
2. Stainless steel or powder coated steel enclosure.
3. 120 VAC input power.
4. Power supply with capacity to supply all remote call boxes.
5. Capacity for six zones minimum.
6. Action switch with LED indicator for each zone.
7. Audible alarm and visual indicator to indicate when a remote call box has been activated.

C. Remote Call Boxes

1. Momentary switch, LED indicator, and loudspeaker.
2. LED indicator shall light solid upon switch activation and flash when call has been answered.
3. Hands free voice communication to Master Panel.
4. Braille faceplate.
5. Location message capability shall be configured so that Master Panel receives specific location of a remote call box that has initiated a call.

D. Battery Backup

1. Master Panel and Remote Call Boxes shall be capable of operating by battery for up to 4 hours after loss of 120 VAC power.

- E. Wiring
 - 1. Communication cable between Master Panel and Remote Call Boxes as recommended by the manufacturer.
 - 2. Power cable between Master Panel and Remote Call Boxes as recommended by the manufacturer.
- F. Signage: 120 VAC edge lit sign with battery backup to clearly indicate location of designated area.

PART 3 - EXECUTION

3.1 COORDINATION

- A. Coordinate layout and installation of equipment and raceways with other construction and existing field conditions.

3.2 WIRING

- A. Verify cable types with the system manufacturer.
- B. All cable shall be installed in metal raceway as specified in Section 260533 "Raceways and Boxes."

3.3 INSTALLATION

- A. Install system in accordance with manufacturer recommendations, instructions, and requirements.
- B. Comply with ADA requirements.

3.4 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:
 - 1. Post Installation Testing by Factory Authorized Technician:
 - a. Checkout of final connections to the system shall be made by a factory technician authorized by the manufacturer of the products installed.
 - b. Operational Test: Test system and components to confirm proper operation. Perform a complete functional test of the system
- B. Demonstration: Factory Authorized Technician shall demonstrate operation of the complete system and each major component to the Owner staff.
- C. Instruction: Factory Authorized Technician shall instruct the staff in the operation and maintenance of the system.

END OF SECTION 260533