

ADDENDUM 1

for

New Hanover County Detention Center Switchgear Controls Upgrades

TO: All Bidders

FROM: Sara Warmuth, Chief Facilities Officer, New Hanover County
Brad Wynne, Project Manager, Engineered Designs, Inc.

SUBJECT: Addendum 1 for NHCDC Switchgear Controls Upgrades
RFB No.21-0341
NCDHHS Project No. J-350-RWW | FID No. 110651

DATE: March 11, 2021

Where any article, division or subparagraph of the original contract documents or other addenda is supplemented herein, the provisions of the original documents shall remain in effect. All the supplemental provisions shall be considered as added thereto. Where any such article, division or subparagraphs are amended, voided or superseded thereby, the provisions of such article, division or subparagraph not so specifically amended, voided or superseded shall remain in effect.

The attention of the Contractor is called to the following clarifications, additions to and changes in the plans and specifications dated December 13, 2019 on the above job. It will be the responsibility of each Contractor to call such clarifications, additions and changes in plans and specifications to the attention of subcontractors concerned. The Engineer in no way assumes any responsibility for notifying any subcontractor, material dealers or others not having received the original contract documents.

A. SUMMARY

Items found in this Addendum include:

1. Updated Bidding Schedule
2. Attachments

B. BIDDING SCHEDULE

Based on feedback provided during the Pre-Bid Meeting, the Bidding Schedule dates are updated as follows:

- **Mandatory Site Visit:** Time to complete the mandatory site visit has been extended. Mandatory site visits must be completed by interested bidders no later than **5:00 PM on Monday, March 15, 2021**. Refer to the RFB document for means of scheduling the mandatory site visit.

New Hanover County
Detention Center Switchgear Control Upgrades

- **Final Contractor Questions:** Time for asking question has been extended. Final questions shall be submitted as defined in the RFB document no later than **12:00 PM** on **Tuesday, March 16, 2021**.
- **Last Addendum to be Issued:** The expected timeline for issuing the final addendum has been extended. It is anticipated that the final addendum, if required, will be issued on **Thursday, March 18, 2021**.
- **Bids Due:** No change has been made to the deadline for receipt of bids. Bids are due prior to **4:00 PM** on **Wednesday, March 24, 2021** as indicated in the RFB document.

C. ATTACHMENTS

1. Pre-Bid Meeting Agenda / Minutes
2. Pre-Bid Meeting Sign-in sheet

Please contact Sara Warmuth with New Hanover County with any questions regarding the addendum, drawings or specifications:

Email: swarmuth@nhcgov.com

END OF ADDENDUM No. 1



Project: New Hanover County Detention Center
Switchgear Controls Upgrades
RFB No. 21-0341
NCDHHS Project No. J-350-RWW | FID No. 110651

Date of Meeting: March 11, 2021 / 1:00 pm

Date of Minutes: March 11, 2021

Location: Virtual

PARTICIPANTS

<i>Name</i>	<i>Company</i>
Sara Warmuth	New Hanover County
Christopher Clayton	New Hanover County
Ronald Zacharias	New Hanover County
Ryan Kondor	New Hanover County
Brad Wynne	Engineered Designs, Inc.
Bidders – See attached Sign-In Sheet	

TOPICS OF DISCUSSION

1. **Introductions:** Introduce Engineer and Owner; welcome participants; purpose of conference is to go over bidding procedures and requirements. Introduction of invited bidders.
2. **Project Location:** New Hanover County Detention Center 3950 Juvenile Center Rd, Castle Haynes, North Carolina 28429
3. **Form of Bids:** Single prime
4. **Bid Location and Date:** Bids will be received by New Hanover County, 200 Division Drive, Wilmington, NC 28401 on **March 24, 2021 until 4:00 PM** at which time all bids will be opened by New Hanover County. Based on the current COVID-19 pandemic and a need to minimize health and safety risks, Bidders will not be permitted to participate directly in the bid opening (in-person or virtually). The intent is that New Hanover County will distribute bid tabs to all Bidders following the bid opening given adequate time to review and confirm the bids; this may require multiple days.
5. **Forms Required for Bids:**
 - a. Price Sheet / Bid Form
 - b. Forms to be submitted with bid
 - i. "Minority & Women Business Enterprise (MWBE) Program FORM"
 - c. Bid envelope addressed to Sara Warmuth shall be sealed with the following information on the outside of the envelope:
 - i. Name of Project
 - ii. RFB #
 - iii. NCDHHS Project No.
 - iv. FID No.
 - v. Bid Date

PRE-BID MEETING AGENDA / MINUTES

- vi. Bidder's Name and Address
 - vii. Appropriate North Carolina Contractor's License Number
- d. Bid bonds, performance bonds, and payment bonds are not required for this project.
6. **Bid Opening**
- a. It is recommended that bids be hand delivered, but if bids must be mailed they should be sent to Sara Warmuth at the following address:

New Hanover County
Facilities Management
Attn: Sara Warmuth, Chief Facilities Officer
200 Division Drive
Wilmington, North Carolina 28401
- Bidders are responsible for ensuring delivery of mailed proposals before the scheduled bid opening.
- b. For delivered bids:
 - i. Deliver to Hew Hanover County, 200 Division Drive, Wilmington, North Carolina 28401 on **March 24, 2021 prior to 4:00 PM.**
 - 1. New Hanover County offices are open for business Monday through Fridays, 7:30 AM – 5:30 PM.
 - 2. Appropriate safety measures relating to the COVID-19 pandemic should be followed when hand delivering bids.
7. **Communications:**
- a. All questions shall be directed to the New Hanover County (swarmuth@nhcgov.com) unless stated otherwise. Answers will be included in Addendum. Bidders are not to rely on verbal responses; no verbal response is official or binding until and unless it is reduced to writing in an addendum.
 - b. ~~Ask questions early – The last day for asking questions is 10 days prior to bids, Monday, March 15, 2021, no later than 12:00 PM. It was discussed that opportunity for site visits and subsequently questions / final addendum may be extended. Refer to Addendum No. 1 for clarification.~~
8. **Addendum:**
- a. ~~New Hanover County and EDi will endeavor to issue the last addendum no later than 7 days prior to bid date, Wednesday, March 17, 2021. It was discussed that opportunity for site visits and subsequently questions / final addendum may be extended. Refer to Addendum No. 1 for clarification.~~
 - b. All addenda will be issued by email and will be sent to everyone in attendance at the pre-bid conference. Verify that email security will allow emails from swarmuth@nhcgov.com.
 - c. An addendum will be generated based on questions raised today and will include the pre-bid conference meeting minutes and sign-in sheet.
 - d. All addenda must be acknowledged on bid form.

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9. **Brief Overview of Documents**

- a. Project Description: The project includes the replacement / upgrade of the existing controls serving the NHC Detention Center's main electrical switchgear.
- b. Drawings: Titled: "New Hanover County Detention Center Switchgear Controls Upgrade – Issued for Bid" dated October 7, 2020
- c. Project Manual: Titled: "New Hanover County Detention Center Switchgear Controls Upgrade – Issued for Bid" dated October 7, 2020
- d. Addendum: None issued at time of pre-bid meeting

10. **Contract Documents**

- a. Request for Bids Document
- b. Construction Documents (Drawings and Project Manual)
- c. Addenda

11. **Construction Schedule:**

- a. Time of Completion: The intent is that the work included as a part of this project be completed no later than **June 30, 2021**. Refer to Construction Scheduling Notes on the Cover Sheet for additional requirements.

12. **Withdrawing Bids:** See Request for Bids document for withdrawing bids. In general, bids cannot be withdrawn for a period of **90** days following receipt of bids.

13. **Liquidated Damages** – There are no liquidated damages for this project.

14. **Alternates/Unit Prices** – Refer to Cover Sheet for additional requirements.

- a. Alternates:
 - i. A1 – Replacement / Upgrade of Three Generator Relays
 - ii. A2 – Replacement / Upgrade of Two Overall Utility / Generator Protection Relays

15. **Conflicts:** In and Between the Construction Documents – That which is shown on the drawings or called for in the specifications shall be binding as if it were both called for and shown. In case of discrepancy or disagreement in the Contract Documents, the order of precedence shall be: Form of Contract, specifications, large-scale detail drawings, small-scale drawings.

16. **Site Visits**

- a. Site Visits are mandatory.
- b. Site Visits shall be schedule via email to Chris Clayton at cclayton@nhcgov.com, or via phone at (910) 798-4349.
- c. Site Visits are available by appointment only beginning Monday, March 8, 2021 through ~~Thursday, March 11, 2021~~. *It was discussed that opportunity for site visits and subsequently questions / final addendum may be extended. Refer to Addendum No. 1 for clarification.*

17. **Special Project Considerations/Characteristics**

- a. Personnel Background Checks – It was noted that all Contractor personnel on-site will require background checks and that no one with prior felony or misdemeanor convictions will be permitted on-site, regardless of the expected duration of being on-

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site. Furthermore, Contractor personnel must have a drivers license if driving on the detention center property.

- b. Controlled Access Facility – It was clarified that the Contractor’s access will be limited to the project site; electrical room and portion of the adjacent secure yard specifically identified by New Hanover County personnel.
- c. COVID Protocols – It was noted that the Contractor is expected to follow-up OSHA, CDC, and NC guidance relating to personnel protective equipment for their personnel at all times while on-site.
- d. Facility Operations Continuity / Back-Up Power – It was clarified that the work performed as a part of this project is to be done in such a manner as to ensure power is always available for the Detention Center whether by normal utility source or back-up generator source. This was emphasized as a critical aspect of the project and that the Contractor is expected to perform their work accordingly to meet this expectation. It was noted that all work that may impact continuity of power will be closely discussed and coordinated with the Detention Center personnel as part of the Construction process.

End of Agenda / Minutes

RFB #21-0341 – Detention Center Switchgear Controls Upgrade

Intent to Bid

Company	Contact	Email	Telephone	Address
Gregory Poole Equipment Co.	Jarrold Hughes	Jarrold.hughes@gregpoole.com	919.755.7026 919.480.0280	3201 Integrity Drive, Garner, NC 27529
Sholar Electrical Service	Jason Sholar	Sholar_jason@yahoo.com	910.284.9100	
AB Blake Electrical	Andrew Godwin	Andrew.ab.blake@gmail.com		
M-W Electric, Inc.	Miranda Woods Chavis	mdwoods@mweinc.com	910.843.9811 x104	PO Box 67 605 E. 4 th Ave. Red Springs, NC 28377
Electric Power Systems	Tripp Lovette	t.lovette@epsii.com	984.344.9440 x4792	3209 Gresham Lake Rd, Suite 155, Raleigh, NC 27615
DPS Electrical Contractors	Michael Valente	michael@dps-electric.com	910.794.1151	
ABB, Inc.	J. Allen Gardner	Allen.gardner@us.abb.com	919.780.8283	
GrayBar	Barry Hunsicker	Barry.hunsicker@graybar.com	910.782.1646	1129 N23rd St, Wilmington