

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.21-0341R
NCDHHS Project No. J-350-RWW | FID No. 110651

DATE: April 30, 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 Where any such article, division or subparagraphs are amended, voided or superseded thereby, the provisions of such article, division or subparagraph not so specifically amended, voided or superseded shall remain in effect.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 April 14, 2021 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 Construction Schedule
2. Attachments

B. CONSTRUCTION SCHEDULE

- **Time of Completion:** The construction timeline has been extended. The intent is that the work included as a part of this project is to be completed no later than **December 31, 2021, not June 30, 2021 as originally stated.**

C. ATTACHMENTS

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

New Hanover County
Detention Center Switchgear Control Upgrades

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. 21-0341R
NCDHHS Project No. J-350-RWW | FID No. 110651

Date of Meeting: April 29, 2021 / 1:00 pm

Date of Minutes: April 29, 2021

Location: Virtual

PARTICIPANTS

<i>Name</i>	<i>Company</i>
Sara Warmuth	New Hanover County
Christopher Clayton	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 **May 13, 2021 until 3:30 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
 - vi. Bidder's Name and Address

PRE-BID MEETING AGENDA / MINUTES

- 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 **May 13, 2021 prior to 3:30 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 9 days prior to bids, Tuesday, May 4, 2021, no later than 5:00 PM.
- 8. Addendum:**
- a. New Hanover County and EDi will endeavor to issue the last addendum no later than 7 days prior to bid date, Thursday, May 6, 2021.
 - 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.
- 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 – Re-Issued for Bid" dated April 14, 2021

PRE-BID MEETING AGENDA / MINUTES

- c. Project Manual: Titled: “New Hanover County Detention Center Switchgear Controls Upgrade – Re-Issued for Bid” dated April 14, 2021
- 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 **December 31, 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 Thursday, April 21, 2021 through Wednesday, April 28, 2021.

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-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.

PRE-BID MEETING AGENDA / MINUTES

- 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.
- e. Sequence of Work Performed – It was clarified that the expectation is that as much work (e.g. pre-fabrication of panels, gathering of parts / materials, etc.) as possible be performed off-site / prior to beginning on-site modifications to the existing switchgear. The intent is to minimize the amount of time work is performed on the existing switchgear to maximum extent possible.

End of Agenda / Minutes

RFB #21-0341R – Detention Center Switchgear Controls Upgrade

Intent to Bid, Pre-Bid Meeting, and Site Visit

Highlighted – Intent to Bid on Re-Advertisement

Pre-Bid Mtg	Site Visit	Company	Contact	Email	Telephone	Address
Yes	Yes Visited Before	Gregory Poole Equipment Co.	Jarrod Hughes	Jarrod.hughes@gregpoole.com	919.755.7026 919.480.0280	3201 Integrity Drive, Garner, NC 27529
Yes	Yes	ABB, Inc.	J. Allen Gardner	Allen.gardner@us.abb.com	919.780.8283	
Yes	No	Laney Electrical Construction	Stuart Laney, Jr.	sdlaney@laneyelectric.com	910.512.4040	POBox 10382 Wilmington, NC 28404
Yes	Yes	Prime Power	Joe Rogoski	jrogoski@primepower.com	404.780.5693	8225 Troon Circle, Austell, GA 30168
NOT BIDDING	N/A	Uhl Inc	Greg Uhl	uhlincorporated@gmail.com	910.231.1806	POBox 4441 Wilmington, NC 28406
Yes	No	Mariah Elliot	CJIS Group	Mariah@cjisgroup.com	850.926.9800	124 Marriott Dr Suite 201, Tallahassee, FL 32301
Yes	Yes	Electric Motor Shop	Austen West	Austen.west@emsnc.com	919.556.3229	
Yes	Yes	Joel Canzanella	Ares Energy LLC	Joel@ares-energy.com	240.501.3917	

Vendors from Group 1: Most current pre-bid meeting (4.29.21).

No	No	GrayBar	Barry Hunsicker	Barry.hunsicker@graybar.com	910.782.1646	1129 N23rd St, Wilmington
No	No	Tryon Services	Sheila Posa	Sheila.posa@tryonservices.net		
No	Yes	Sholar Electrical Service	Jason Sholar	Sholar_jason@yahoo.com	910.284.9100	
No	No	AB Blake Electrical	Andrew Godwin	Andrew.ab.blake@gmail.com		

No	Yes	M-W Electric, Inc.	Miranda Woods Chavis	mdwoods@mwecinc.com	910.843.9811 x104	PO Box 67 605 E. 4 th Ave. Red Springs, NC 28377
No	No	Electric Power Systems	Tripp Lovette	t.lovette@epsii.com	984.344.9440 x4792	3209 Gresham Lake Rd, Suite 155, Raleigh, NC 27615
No	No	DPS Electrical Contractors	Michael Valente	michael@dps-electric.com	910.794.1151	