

Tony Baldwin, Ed.D., Superintendent

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ADDENDUM #1

October 24, 2017

TRANSMITTED VIA EMAIL: 6 pages

TO: ALL PLAN HOLDERS AND POTENTIAL BIDDERS
FROM: TIFFANY McCANTS, PURCHASING OFFICER 
SUBJECT: FOOD LAB RENOVATIONS AT A.C. REYNOLDS HIGH SCHOOL
(RFP# 52-17)

The following changes, revisions, additions, and/or clarifications to the plans and/or specifications are hereby made a part of the original documents. Bidders shall acknowledge receipt of this addendum by notation in the space provided on the Form of Proposal.

Please staple this and all addenda inside the front cover of the project manual.

Addendum #1
RFP #52-17



ADDENDUM #1

October 20, 2017

**FOOD LAB RENOVATIONS AT A.C. REYNOLDS HIGH SCHOOL
RFP# 52-17**

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Item 1 Prebid Conference Summary

A Prebid Conference was held October 19, 2017 at 2:30 PM at A.C. Reynolds High School. The following project requirements were summarized during the course of the conference:

Discussions Related to Bidding Procedures

- Bids will be accepted up to 2:00 PM, November 1, 2017 at the Buncombe County Schools Central Offices, 175 Bingham Road, Asheville, NC. **Bids will not be accepted by fax or email.**
- Proposal forms are specific to the project. **Bidders shall use the forms included in the Project Manual.** Fill in all blanks.
- Compliance with the BCS MBE requirements is mandatory. Guidelines are included in the Project Manual. **Submit Form B or Forms 1 & A with each proposal.**
- Bidders are required to identify prime subcontractors for any proposal where the total proposal, including Alternates, is \$300,000 or greater. **Bidders shall use the Subcontractor Form included in the Project Manual.**
- Bid Bonds are required for any proposal where the total proposal, including Alternates, is \$300,000 or greater. **Bidders shall use the bid bond form included in the Project Manual.**
- Payment and Performance Bonds are required for any contract where the total amount, including Alternates, is \$150,000 or greater. The forms included in the Project Manual shall be used for the performance and payment bonds.

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- Payment and Performance Bonds are required for any contract where the total amount, including Alternates, is \$150,000 or greater. The forms included in the Project Manual shall be used for the performance and payment bonds.

- There is a two-envelope system for bidding. Bids for the project shall be submitted in sealed envelopes clearly marked with the name and license number of the General Contractor and the RFP number (shown at the top of the proposal form). **The bid bond, MBE forms and subcontractor form shall be included in this envelope.** The proposal form shall be enclosed in a separate sealed envelope inside the outer envelope. The envelope containing the proposal form shall also be labeled with the name and license number of the General Contractor, and the RFP number.
- Allowances to be included in the proposals for each school are described in Section 01 2100. There is currently a single allowance of \$10,000 to cover discoveries.
- Unit prices associated with the project are described in Section 01 2200 and shall be included on the Proposal Forms.
- There are 4 designated bid alternates: preferred brand flooring, preferred brand casework and preferred brand data devices, and work in Room 259 (see Item 8, below).
- All bidders agree that they have familiarized themselves with the conditions of each site. Contractor visits to the schools for bidding purposes should be arranged by calling the school office to coordinate access to the classroom areas. All visitors shall check in at the main office when visiting school property.
- Conflicts of Interest shall be acknowledged by all bidders and subcontractors.

Discussions Related to Project Requirements

- The Project Manual establishes the ground rules for the projects, including contractual and construction requirements.
- These are turnkey projects. Provide all equipment, materials, labor, taxes, fasteners and all accessories necessary for a complete project.
- Proper insurance is required before a contract can be executed. Strict compliance with the conditions described in the Supplementary General Conditions is required. Insurance certificates shall bear the proper 30-day cancellation policy.
- This is a single prime contract. The GC is the project expediter, and is responsible for all construction.
- The general contractor is responsible for schedules and coordination as required to finish the project on time.
- The GC is responsible for obtaining the building permit through the Buncombe County Inspections Department. Drawings are currently in review with that department.
- The project will be performed on a working school campus. The GC is required to cooperate with the school staff to minimize disruption to the ongoing operation of the school. The school operates a daycare in Room 258, adjacent to the primary area of work. Daycare students and staff will continue to use the fenced playground directly outside of Room 258. The safety and security of the school staff, students and daycare children is job one.
- The GC is responsible for jobsite safety, including adherence to OSHA and NC Department of Labor requirements and regulations.
- The GC and all subcontractors must participate in E-verify.
- Construction workers may not interact with school staff or students, except for persons specifically designated to handle day-to-day logistics.
- All construction workers will be required to log in and out every day, according to procedures that will be established during the preconstruction conferences.
- Requirements for worker behavior and decorum are as stated in the Project Manual.
- No open flame heating device is permitted in any part of the school.
- Contractors may not use the school toilets, phones or equipment.
- The owner may elect to remove some of the cabinets prior to the start of construction. Disposition of all other cabinets and equipment being demolished under this contract is under the control of the GC.
- A job trailer is not required.

- Utilities: The owner will provide power and water for construction use. The cost of extending those services to the point of use shall be borne by the Contractor.
 - Materials: A limited amount space for materials storage will be available on site.
 - After-Hours Work: There is direct access to the Food Lab from an exterior door. The GC has unlimited access to the construction area via these doors. Access to the remainder of the school will be granted at any time that staff are present at the school.
 - Liquidated damages are \$500 per day based on the allotted construction time. Damages stop at Substantial Completion and start again if punch list work is not completed within 30 days.
 - No lien may be placed against these projects by any party.
 - Keep records of all changes on the plans at the site.
 - Contractors shall bring errors discovered in the construction documents to the attention of the architect.
 - Shop drawings may be submitted in paper or electronic form. Submittals shall be complete and specific to the Project. Changes that vary from the original specification shall be brought to the attention of the architect. **The GC will be strongly encouraged to expedite shop drawings for PME and casework.**
 - Closeout requirements are specific and detailed in the Project Manual. Electronic copies of all closeout materials will be required.
 - Payments will be made by pay application accompanied by a sales tax and MBE form. Payment will be made on a monthly basis, based on work performed and materials on site. In by the 1st, approved by the 5th, paid by the 15th.
- Pre-bid Conference Attendees Attendance at the Pre-Bid Conference was not mandatory.
The following attendees were present for the pre-bid conference:

Amy Dowty	Architectural Design Studio, PA adowty@ads-architects.com	828-252-0355
Dean Rogers	SUD Associates drogers@sudassociates.com	828-255-4691
Scott Crockett	Carolina Cornerstone Construction scottdalecrockett@gmail.com	828-243-2438
Travis Clayton	D.H. Griffin tclayton@dhgriffin.com	828-552-9632
Greg Pyatt	Pyatt Heating & Air email@pyattheating.net	828-652-7747
Charlie Warren	B. Allen Construction ballen33@bellsouth.net	828-665-8479
Ian Rich	Haynes Electric irich@mbhaynes.com	828-225-5404
Mike Griffin	Haynes Plumbing mgriffin@mbhaynes.com	828-225-5405
Ben Miller	Learning Environments, Inc. bmiller@learningenvironmentsinc.com	336-622-4296

Riley Mumford	Learning Environments, Inc. rmumford@learningenvironmentsinc.com	980-253-5352
Everette McMahan	Bolton Construction & Service of WNC everettecmcmahan@webolton.com	828-253-3621
Michael Worley	Grigg Electric, Inc. michael@griggelectric.com	828-775-5928
George Grigg	Grigg Electric, Inc. george@griggelectric.com	828-775-5912

Item 2 Contacts for Bidding

Contractors are reminded to contact Tiffany McCants (828-255-5891) for bid documents and clarifications of bidding procedures. Information concerning clarifications, or questions concerning design and construction should be directed to Amy Dowty or Mike Cox (828-252-0355). **All email correspondence shall include "FL REYNOLDS" in the subject line.**

Item 3 Clarifications for Bidders

Refer to the Project Manual, Notice to Bidders. Questions related to bidding and construction requirements, clarifications and substitution requests may be made up to to Monday, October 30 at Noon. Contractors may call or email the architect for clarifications prior to that time. Answers of consequence will be communicated by addendum.

Item 4 Retainage

Refer to the General and Supplementary General Conditions, Article 9. There is 5% retainage. Payment will be made on the basis of 95% of the work completed until the closeout documentation described in the Project Manual has been submitted and approved.

Item 5 Division 1 Specifications

Refer to Project Manual, all Division 1 Sections. Replace the Table of Contents and all Division 1 Sections included in the Project Manual posted on the BCS website, Section 01 1000 through Section 01 7800A, with the revised Sections, attached. The attachment also includes copies of Certification Forms that will be required at closeout.

Item 6 Demolition Schedule

Refer to Project Manual, Section 01 0000 "General Requirements," Paragraph B.1. The anticipated date for the Notice to Proceed is December 20, 2017. Time allotted for construction has been increased to 220 calendar days, regardless of whether any of the designated bid alternates are accepted.

Item 7 Demolition Schedule

Refer to the Project Manual, Section 01 1000, "General Requirements," Paragraph D.2. The time restrictions for gross demolition have been revised. The erection of the temporary construction entry and fence shall be completed prior to January 8, 2018. Gross demolition inside Rooms 255A, 256 and 257 undertaken during the day shall be completed prior to January 8, 2018. Gross demolition scheduled after this time must be undertaken after school hours or on weekends. Demolition and construction activities inside Room 259 will be phased at the end of the project, and shall not be undertaken prior to June 8, 2018.

Item 8 Alternate 4

Refer to Project Manual, Section 01 2300 and the Drawings, all disciplines. All Work shown in the drawings in Room 259 shall be included in a new designated bid alternate, Alternate 4. As indicated at Item 7, above, this work shall not be undertaken prior to June 8, 2018. As indicated at Item 9, below, this alternate shall include the allowance related to asbestos abatement in this room. The following has been added to Paragraph 1.05 in Section 01 2300:

Alternate No. 4 - Work in Room 259:

Contractors shall provide a separate designated alternate price to provide and install all Work in Family Science Room 259, as shown on the drawings. The base bid includes no work in Room 259.

Please note, a revised proposal form with lines to record prices for this and all other alternates will be released in a forthcoming addendum.

Item 9 Asbestos Removal

Refer to the Project Manual, Section 02 4100 "Demolition." There is asbestos present in the mastic beneath the floor tile in all rooms to be renovated. The owner is retaining D.H. Griffin to handle the asbestos abatement. They have indicated that abatement is expected to require two days. The GC will need to cooperatively schedule demolition work with D.H. Griffin. Care must be taken to remove base cabinets without disturbing the floor tile below.

Two separate allowances will be added to the contract to cover the cost of asbestos abatement: one allowance for the abatement to occur in Room 259, and one allowance for all remaining abatement. The allowance for Room 259 abatement work shall be included in Alternate 4 - see Item 8, above. The owner will pay all costs related to air quality monitoring. The allowance amounts will be enumerated in an upcoming addendum.

Item 10 Roof Warranty

Refer to Project Manual, Section 07 500 "Roofing Repairs." The roof has recently been replaced and is currently under warranty by Firestone. Contractors are strongly cautioned to fully comply with the manufacturer's requirements for roof work and repairs, including documentation, inspection and use of authorized installers. A written statement from the manufacturer indicating that the warranty remains in effect will be required at project closeout.

Item 11 Phenolic Laminate Countertops

Refer to Drawings, Sheet A9.1. At Details 2, 3 and 4/A9.1, change references noting "Stainless Steel Countertops" to "Phenolic Core Plastic Laminate Countertops." There are no stainless steel countertops included in the Project. Stainless steel screws set in grommets are required at all removable countertop and cabinet panels, as noted.

End of Addendum #1

**STATE OF NORTH CAROLINA/BUNCOMBE COUNTY SCHOOLS
REQUEST FOR PROPOSAL**

REVISED RFP # 52-17

PROJECT: Food Lab Renovations for A.C. Reynolds High School

PROJECT DESIGNER: J. Michael Cox, FAIA, Architectural Design Studio

USING AGENCY: Buncombe County Schools

ISSUE DATE: October 24, 2017

Sealed proposals subject to the conditions made a part hereof will be received until **2:00 p.m., November 1, 2017** for furnishing all labor, materials, equipment, and services incidental and implied, for completion of the project described herein.

PREBID CONFERENCE: A pre-bid meeting will be held on Thursday, October 19, 2017 at 2:30 pm at A.C. Reynolds High School, 1 Rocket Drive, Asheville, NC 28803. All guests must check in at the reception desk in the front office.

SEND ALL PROPOSALS DIRECTLY TO THE ADDRESS AS SHOWN BELOW: _

Buncombe County Schools, Purchasing Division

175 Bingham Road

Asheville, NC 28806

FAX: (828) 251-1730 (fax is not guaranteed, call to confirm 828-255-5890)

NOTE: Indicate firm name and RFP number on the front of each sealed proposal envelope or package, along with the date for receipt of proposals specified above.

Direct inquiries concerning this RFP to: Tim Fierle, Director of Facilities & Planning Phone: 828-225-1108
Tiffany McCants, Purchasing Officer Phone: 828-255-5891

Please read entire specification package. You will be held accountable for all information. NO payment shall be made if specifications are not followed.

Scope: Work shall consist of furnishing all labor, materials, equipment and services, incidental for the completion of work as described herein. All items not specifically mentioned in the specifications, but which obviously are required to make the job complete, shall be included automatically.

Qualifications: All bidders must furnish a list of North Carolina Contractor Licenses, which they hold.

Contractor's Responsibility: The Contractor shall be responsible for the construction site during the performance of the work. The Contractor shall be responsible for any and all damages to persons and property during the performance of the work and shall further provide all necessary safety measures and shall fully comply with all federal state and local laws, building rules, rules and regulations to prevent accidents or injury to persons or property on or about the location of the work site. This is to include OSHA 1910, General Construction, or those regulations mandated by these specifications. Special attention will be made to proper barricading of the work areas due to the work progressing within an actively operating office atmosphere.

Safety Regulations: The Contractor shall adhere to the rules, regulations and interpretations of the North Carolina Department of Labor relating to Occupational Safety and Health Standards for the Construction Industry (Title 29, Code of Federal Regulations, Part 1926, published in Volume 39, Number 122, Part II, June 24, 1974 Federal Register) which is hereby incorporated in these specifications.

Codes: All work shall be done in accordance with the specifications and shall comply with North Carolina Building Code, Underwriters' Rules and Regulations and Federal, State and Local Regulations covering work of this nature. Whenever drawings or specifications are in excess of such laws, codes and regulations, the specifications shall hold. All equipment shall have U. L. labels attached.

Permits: The Contractor must secure all permits required for the job completion, obtain and deliver to Owner, all certification of inspection issued by the authorities having jurisdiction, with Contractor paying cost of same. All final certificates must be delivered to owner prior to request for final payment.

Workers on Job: All employees of the Contractor shall, while on Buncombe County Board of Education property, act in a professional and courteous manner. All workers shall be expected to wear long pants and shirts while on Board property. Also, all employees of the Contractor must "sign in" in the main office upon entering the facility and must "sign out" upon leaving the property. Any employee of the Contractor may be told to leave the property by either the Principal or the Assistant Director, if they do not follow the above procedure. The employee shall be replaced with another at no additional cost to the Buncombe County Board of Education.

In accordance with G.S. 14-208.18, all persons who (1) are required to register under the Sex Offender and Public Protection Program AND (2) have been convicted of certain sexually violent offenses or any offense where the victim was under the age of 16 years at the time of the offense are expressly forbidden to knowingly be present on any property owned or operated by the school system, including school buildings, athletic fields, playgrounds, parking lots, school buses, activity buses or other property of any kind for any reason, including attendance at sporting events or other school related functions, whether before, during or after school hours. It is the responsibility of the contractor or vendor that their employees and sub-contractors are in accordance with G.S. 14-208.18.

E-Verify: Contractor shall comply with E-Verify, the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law and as in accordance with N.C.G.S. §64-25 et seq. In addition, to the best of Contractor's knowledge, any subcontractor employed by Contractor as a part of this contract shall be in compliance with the requirements of E-Verify and N.C.G.S. §64-25 et seq.

Equipment and Tools: The Contractor shall use no equipment or tools that are owned by the Buncombe County Board of Education. Also, no employees of the Buncombe County Board of Education shall be utilized by the Contractor except for opening locked doors and giving directions.

Materials: No materials shall be stored on site and the Buncombe County Board of Education is not responsible for any materials, equipment or tools lost or stolen from the site.

Clean Up: The area of work shall be cleaned daily so that the Buncombe County Board of Education shall not incur any additional costs to make the area suitable for the work process. Also, the Contractor shall utilize no trash receptacles or dumpsters owned by the Buncombe County Board of Education. All trash and removed materials shall be properly disposed of off the property.

Performance of Work: All work shall be performed at the highest level of quality. The Owner shall be responsible for determining the quality of work, and may notify the Contractor of same. **ANY WORK COMPLETED THAT IS NOT SUITABLE TO THE OWNER SHALL BE REPEATED BY THE CONTRACTOR AT NO COST TO THE OWNER.** Any damage to existing area or utilities will be the responsibility of the Contractor. **NO EXCEPTIONS.**

Bonds: If a bid for a construction or repair project is \$300,000 or higher a bid bond must accompany the bid. If a winning bid is \$150,000 or greater, the bidder will be required to provide a performance and payment bond before the contract is awarded. Bidders must use bond forms provided by Buncombe County Board of Education. Language on the bond forms should not be altered.

The Buncombe County Board of Education reserves the right to reject any or all bids for any or no reason, and to waive informalities.

(NOTE: THIS FORM MUST BE FULLY EXECUTED AND RETURNED FOR CONSIDERATION OF PROPOSAL)

REVISED PROPOSAL FORM

Food Lab Renovations at A.C. Reynolds High School

RFP# 52-17

DUE DATE: November 1, 2017 by 2:00 PM

By submitting this proposal, the potential contractor certifies the following:

- ** This proposal is signed by an authorized representative of the firm.
- ** It can obtain and submit to the Owner insurance certificates as required within 5 calendar days after notice of award.
- ** The cost and availability of all equipment, materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- ** All labor costs, direct and indirect, have been determined and included in the proposed cost.
- ** All taxes have been determined and included in the proposed cost.
- ** The offeror has attended the conference (*if applicable*) or conducted a site visit and is aware of prevailing conditions associated with performing these services.
- ** The potential contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees, if this proposal is accepted within 45 days (normally less) from the date of the opening, to furnish the subject services for a cost not to exceed:

OFFEROR: _____

BASE BID: The food lab for A.C. Reynolds High School as stated in specifications.

\$ _____ dollars and ____/100 \$ _____

UNIT PRICE 1: Removal and disposal of existing concrete slabs on grade, per Cubic Yard (CY).

\$ _____ dollars and ____/100 \$ _____

UNIT PRICE 2: Increase depth of new concrete slabs, per Cubic Yard (CY).

\$ _____ dollars and ____/100 \$ _____

UNIT PRICE 3: Provide and place crushed stone base, per Cubic Yard (CY).

\$ _____ dollars and ____/100 \$ _____

ALTERNATE 1: Preferred Brand Flooring: Contractors shall provide a separate preferred brand alternate price to provide and install fluid applied flooring by Stonhard that complies with the specifications. The base bid includes contractor's choice of fluid applied flooring complying with the requirements of Section 09 6700, or approved equals.

\$ _____ dollars and ____/100 \$ _____

ALTERNATE 2: Preferred Brand Casework and Countertops: Contractors shall provide a separate preferred brand alternate price to provide and install wood laboratory casework and phenolic core plastic laminate countertops by Leonard Peterson, in compliance with the specifications. The base bid includes

contractor's choice of wood laboratory casework and stainless-steel countertops complying with the requirements of Sections 12 3553 and 12 3600, or approved equals.

\$ _____ dollars and ____/100 \$ _____

ALTERNATE 3: Preferred Brand Data Devices: Contractors shall provide a separate preferred brand alternate price to provide and install specific models of data devices as defined in the drawings and specifications. The base bid includes a contractor's choice of data devices complying with the requirements of Section 27 0500, or approved equals.

\$ _____ dollars and ____/100 \$ _____

ALTERNATE 4: Work in Room 259: Contractors shall provide a separate designated price to provide and install all Work in Family Science Room 259, as shown on the drawings. The base bid includes no work in Room 259.

\$ _____ dollars and ____/100 \$ _____

Number of addenda received: _____ Attended Pre-bid conference: (Yes/ No) _____

(NOTE: THIS FORM MUST BE FULLY EXECUTED AND RETURNED FOR CONSIDERATION OF PROPOSAL)

*****REVISED PROPOSAL FORM*****

Food Lab Renovations at A.C. Reynolds High School

RFP# 52-17

DUE DATE: November 1, 2017 by 2:00 PM

Number of addenda received: _____ Attended Pre-bid conference: (Yes/ No) _____

OFFEROR: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____ FAX: _____

FED ID No: _____ Type & License #: _____

E-MAIL: _____ MBE Status: _____

Principal Place of Business if different from above (See General Information on Submitting Proposals, Item 18.):

BY: (Signature) _____ TITLE: _____

DATE: _____ (Typed or printed name) _____

END OF PROPOSAL FORM

Bid bond and MBE forms are required. Bidder must use bond forms included in the bid package. Please include bid bond and MBE forms in separate sealed envelope from proposal form.

CONTRACTOR'S SALES TAX REPORT
Buncombe County Schools
NC State and Local Sales Taxes Paid

CONTRACTOR: _____ **PO#/RFP#** _____

Address: _____ **For Period:** _____

Invoice Date	Invoice #	Type of Property	NC Tax 4.75%	County Tax 2.25%	Name of County
		TOTAL	\$	\$	

I certify that the above figures do not include any tax paid on supplies, tools and equipment which were used to perform this contract and only includes those building materials, supplies, fixtures and equipment which became a part of or annexed to the building or structure. I certify that, to the best of my knowledge, the information provided here is true, correct, and complete.

Sworn to and subscribed before me,

This the _____ day of _____, 20_____

Signed

Notary Public

My Commission Expires: _____

Print or Type Name of Above & Title

Seal

NOTE:
This certified statement may be subject to audit.

The North Carolina General Assembly has amended the Statute to provide refunds of sales and use tax to local school units in accordance with the provisions of G.S. 105-164. 14(c) effective with tax paid on or after July 1, 1998.

These refunds are to include the "sales and use taxes paid by contractors on building materials, supplies, fixtures and equipment that become a part of or annexed to a building or structure that is owned or leased by the governmental entity and is being erected, altered or repaired for use by the governmental entity (G.S. 105-164.14)."

Sales and Use Tax Technical Bulletin Section 18-2F specifies: "To substantiate a refund claim for sales or use taxes paid on purchases of building materials, supplies, fixtures and equipment by its contractor, the claimant must secure from such contractor certified statements setting forth all the following information:

- a. the date the property was purchased;
- b. the type of property purchased;
- c. the project for which the property was used;
- d. if the property was purchased in this State, the county in which it was purchased;
- e. if the property was not purchased in this State, the county in which the property was used; and f. the amount of sales and use taxes paid.

In the event the contractor makes several purchases from the same vendor, such certified statement must indicate the invoice numbers, the inclusive dates of the invoices, the total amount of the invoices and the State and local sales and use taxes paid thereon. Such statement must also include the cost of any tangible personal property withdrawn from the contractor's warehouse stock and the amount of sales and use tax paid thereon by the contractor. Similar certified statements by his subcontractors must be obtained by the general contractor and furnished to the claimant. Any local sales or use taxes must be shown separately from the State sales or use taxes. The contractor's statements must not contain sales or use taxes paid on purchases of tangible personal property purchased by such contractors for use in performing the contract which does not annex to, affix to or in some manner become a part of the building or structure that is owned or leased by a governmental agency and is being erected, altered or repaired for use by a governmental entity as defined by G.S. 105-164.14(c). Examples of property on which sales or use tax has been paid by the contractor and which shall not be included in the contractor's statement are scaffolding, forms for concrete, fuel for the operation of machinery and equipment, tools, repair parts and equipment rentals.

All information requested in these specifications and actual bids shall be entered on enclosed "Request for Proposal" All areas of this document must be completed in full, especially: (1) Name of Company, (2) By (signature), (3) Official Title, and (4) Quotation Date.