

## Addendum No. 1

Project Name: City Hall Exterior Lighting	Project No.: 24-25-09
Prepared By: Michael Turner	Date: September 19, 2024

### Clarifications & Requirements:

1. Work will begin upon issuance of notice to proceed and shall be completed no later than one hundred and fifty (150) calendar days after notice to proceed. If the Contractor fails to complete the work within the time specified in the bid package, the Contractor shall pay liquidated damages to the City of Greenville in the amount of \$250.00 for each calendar day of delay until the work is completed or accepted.
2. Much of the work is to be done during normal business hours and to not interfere with operations at City Hall. Work hours are Monday through Friday, 7AM-5PM. Some work can be done after normal business hours with prior approval and coordination with City staff.
3. M/WBE ID and affidavit A or B is to be filled out entirely and submitted with the bid. Filling out both affidavit A and B will deem the bid unresponsive.
4. The contractor must acknowledge reading each addendum in the spaces provided on the bid sheet per instructions on page 8, item #6.1.
5. Bids are due Thursday, September 26 by 2:00PM. Bids will be received at the Public Works Administration offices at 1500 Beatty Street via postal mail service or hand delivered.

### Questions and RFI submitted for discussion from pre bid meeting and/or by email:

1. What is the estimated lead time on the light fixtures?  
**Answer: Light fixtures are estimated at 12-week lead time.**
2. What are the work hours, and will we be allowed to work in the hallways and lobby with people in the offices?  
**Answer: See page #3, item #10 of the Invitation to Bid. The majority of the work is to be done Monday-Friday during normal business hours (7AM-5PM) and may include nights and weekends to not interfere with operations at City Hall. If approved, after hours work hours are to be after 5PM Monday-Friday, and on Saturday-Sunday are 7AM-5PM. Any processes that involve noise, dust or entrance into offices will need to be done after hours or over a weekend.**
3. Do you have the specifications on the building for paint?  
**Answer: Yes. Upon request, the City will provide the specifications for paint colors to the awarded contractor. Contractor will be responsible for all necessary patching and painting.**
4. How much of the sidewalk and areas around the building can we block off?  
**Answer: Safety is priority. Contractor is responsible for approved sidewalk detour plan, as well as, provide, place and manage all signage.**
5. How will the City pay?  
**Answer: The City will pay on monthly draws based on percentage of materials delivered and/or completed work for that particular month. Refer to Section 3.0 on page 5 of the Invitation to bid for further information.**

6. How do I document M/WBE information?

**Answer: Follow the instructions outlined on page 15 of the Invitation to Bid. Any additional questions regarding the M/WBE packet should be directed to Wanda House at [whouse@greenvillenc.gov](mailto:whouse@greenvillenc.gov).**

7. Is this 100% electrical or some GC work?

**Answer: It is estimated about 95% electrical and 5% general contractor for the work specified.**

8. Can we use rigid or PVC conduit on the exterior of the building and is it to be painted or hidden and is surface mounted, ok?

**Answer: It is the intent to provide weather tight and waterproof connections. PVC conduit will not be allowed. Conduit shall not be visible or surface mounted.**

9. Do we need to relocate and/or reconfigure the existing rigid and/or EMT conduit on the wall where the secondary data enabler is proposed to be mounted in the electrical room on the second floor?

**Answer: The data enabler is to be mounted at a location determined by the owner and the potential for relocation and/or reconfiguration of existing conduit is a possibility.**

10. Is there a tray or something to strap the conduit to?

**Answer: Conduit should be properly strapped, and J-Hooks are acceptable.**

11. Will the low voltage/data need to be in conduit?

**Answer: Low voltage does not need to be in conduit. All electrical/high voltage shall be in approved conduit. Approved sleeves for penetrations will be required.**

12. Will the City provide building specifications?

**Answer: The City will provide necessary specifications upon request to the awarded contractor.**

13. Does the lighting for the first floor come down from the second floor or up from the first floor?

**Answer: The first-floor lighting circuitry is located above the lay-in ceiling in the first-floor hallway.**

14. Can you confirm the mounting brackets for the lighting fixtures are included with the fixtures from the manufacturer?

**Answer: Mounting brackets are included with the fixtures from the manufacturer. However, for the six (6) down light fixtures to be mounted on the second floor, the contractor will need to fabricate a three (3) sided shroud at the top of the column to conceal the conduit connection per page A2.1 of the plan set. The fixture will then be surface mounted to the vertical face of the shroud and have the cord terminate at the junction box behind. Additionally, all fixtures will have a factory supplied "half glare shield" that mounts to the lens side of the fixture.**

Sealed bids will be received by the City of Greenville until Thursday, September 26, 2024, at 2:00 pm at the Public Works Department Administrative offices located at 1500 Beatty Street, Greenville, NC 27834-7207 with the Company Name, Attention: Michael Turner, Building Facilities Coordinator, and the words City of Greenville Public Works Department City Hall Exterior Lighting Bid written on the outside of the sealed envelope. All bids will be marked with the date and time they are received by reception staff. Bids will not be opened and read aloud at this time but will be reviewed and the contract will be awarded at a later date. A bid tabulation sheet will be available upon request once the contract is awarded to the successful bidder.

End of Addendum No. 1