

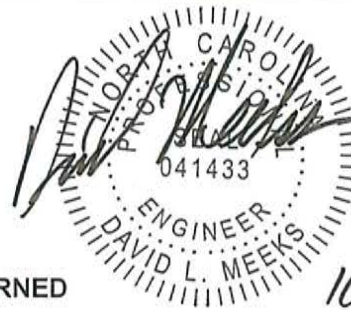
Greenville, North Carolina

Addendum No. 1

SUBJECT: ADDENDUM NO. 1

October 21, 2024

To the Plans and Specifications for
City of Greenville
Public Works Site Lighting – Phase 2 (Re-Bid)



To: PROSPECTIVE BIDDERS AND OTHER CONCERNED

10-21-2024

This ADDENDUM forms a part of the Contract Documents and modifies the original Bidding Documents as noted below. Bidders shall acknowledge receipt of the ADDENDUM in the space provided on the Bid Form. Failure to do so may subject the Bidder to Disqualification.

A. Pre-Bid Meeting Minutes:

1. Attached is a copy of the meeting minutes from the Pre-Bid Meeting Minutes held on Tuesday October 15, 2024 at 10:00 am.

B. Questions:

1. Question: At Building "A", can the conduit serving the bollards exit from the front of the building instead of existing the back side of the building?
Answer: No.
2. Question: Does the corridor wall in Building "A" extend to the deck?
Answer: No. The wall stops about 3 inches past the ceiling grid.
3. Question: For the pole foundation details, are the two conduits required per pole base as called on drawings?
Answer: Yes. (One conduit will tie back to the pull box & the other conduit will be capped outside pole concrete foundation.)
4. Question: Is Sonotube allowed for the pole base fiber form?
Answer: Yes.
5. Question: If the approved lights by Lithonia or any other is more than the time allotted, will contractor be held to the \$500 a day damages?
Answer: If it is determined the lead time for the light poles and/or light fixtures causes the project to extend past the allotted duration, then the \$500 a day liquidated damages will not be applied because of light pole or fixture delivery delays. It will be the contractor's responsibility to notified the engineer & owner immediately in writing & provide supporting documentation if it appears the light poles and/or fixtures causes the project to extend past the allotted duration.

FOR THE OWNER
THE EAST GROUP, PA

END OF DOCUMENT



PRE-BID CONFERENCE MEETING MINUTES

Corporate Office

324 Evans St
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Tel 252.758.3746
Fax 252.830.3954

Raleigh Office

4325 Lake Boone Trail
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Client / Facility:	City of Greenville	TEG Project No.:	20240196
Project Name:	Public Works Site Lighting – Phase 2 (Re-Bid)	Client Project No.:	ITB 24-25-16
Meeting Location:	1500 Beatty Street, Greenville, NC Conference Room	Meeting Date:	Tuesday 10/15/2024 10:00 am
Prepared By:	David Meeks, PE	Date Prepared:	Tuesday 10/15/2024

ATTENDEES		
Name	Company	E-mail Address
David Meeks, PE	The East Group, P.A.	david.meeks@eastgroup.com
Richard Sherman	Pitt Electric	rsherman@pittelectric.com
Aaron Lewis	City of Greenville	alewis@greenvillenc.gov
Daryl Jones	Coastline Electrical Construction Inc.	daryl@coastlineelec.com
Clifton Ayscue	Capital Electric Supply	clifton.ayscue@capitalelectricsupply.com
Elbert Bryant	BECP, LLC	bert@becpllc.com
Elbert Bryant II	BECP, LLC	lb@becpllc.com
Michael Turner	City of Greenville	mturner@greenvillenc.gov
Chis Ray	SECSO	cray@sescolighting.com
Wanda House	City of Greenville	whouse@greenville.com

Attention: Please notify the author of any omissions or inaccuracies within ten working days after date prepared. Unless notified, the information contained in the meeting minutes will be considered correct as written.

Purpose of Meeting:	Pre-Bid Conference
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1. Introductions

- David Meeks, PE, The East Group, P.A., Project Manager / Electrical Engineer
- Michael Turner, City of Greenville, Project Manager

2. Contractual Requirements

- The successful bidders will enter into a contract with the City of Greenville.
- Any questions regarding the project must be received in TEG office before **4:00 pm (EST), Friday, October 18, 2024**. All questions must be in writing and submitted to david.meeks@eastgroup.com or faxed to 1-252-830-3954. Responses to questions will be distributed to all plan holders via addenda by **5:00 pm (EST), Monday, October 21, 2024**.

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- c) Minutes of this meeting and any addenda that may result will be sent to all attendees and plan holders by e-mail and will be posted on the City's website. Please make sure you sign the attendance roster and provide the correct information.
- d) **Bid Opening Location/Time:** Bids will be received until **2:00 pm (EST), Thursday, November 7, 2024**. All bids shall be sealed, clearly marked, and delivered to Attention Michael Turner, the City of Greenville at the Public Works Facility, 1500 Beatty Street, Greenville, NC 27834.
 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 contracts will be awarded at a later date.
 Late bids will not be accepted.
- e) Product substitutions must be approved by the designer and owner 10 days prior to submitting bid.
- f) The bonds required for this project are 1. Bid, 2. Performance & Payment.
- g) A bid bond in the amount of 5% of the bid is required to be submitted with your bid.
- h) Payment Applications – AIA G702.
- i) MBE Minority and Women Business Enterprise Plan Special Provisions.
 - i) Affidavit A (Listing of Good Faith Efforts)
 - ii) or Affidavit B (Intent to Preform Contract with Own Workforce)
 - iii) HUBs must be state certified.
- j) Certification of Insurance (See SC, Article 11 on Pages 3 & 4)
- k) Each bidder will need to include in their Bid Sale's Tax. Line items have been included on the Bid Form for Sale's Tax.
- l) Provide all documentation with your bid. Provide one original copies of all bid documents.
 - i) Bid Form (Ref Specification 00400 – Bid Form) - **This form consists of four pages.**
 - ii) Contractor Reference Information Form (Ref Specification 00401 - Reference Information) - **This form consists of two pages.**
 - iii) Form of Bid Bond
 - iv) MBE – Identification of Minority/Women Business Participation form
(Provide this form even if the total number on the bottom of the form is "0".)
 - v) City of Greenville/Greenville Utilities Commission Minority & Women Business Enterprise (MWBE) Program (Ref Specification 00402 MWBE-Forms City of Greenville). Provide either one of the following;
 - (1) Affidavit 'A' - Listing of Good Faith Efforts
 - (2) Affidavit 'B' - Intent to Preform Contract with Own Work Force.
 - vi) E-Verify Affidavit. (Ref Specification 00403, E Verify Affidavit)
- m) Site Visits: One Mandatory site visit is required.
 - i) Today immediately after the Pre-Bid meeting.
 - ii) Thursday October 17, 2024 at 2:00 pm to 3:00 pm by appointment only. Contact David Meeks by 5:00 PM, Wednesday, October 16, 2024 to make an appointment.

Corporate Office

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3. Construction Requirements

- a) Expected Notice to Proceed date: Within 60 Days of Bid Opening.
- b) Final Completion: 147 days
- c) Liquidated damages: \$500.00 per day.
- d) It will be the contractor's responsibility to find a lay down area for materials. The contractor shall have this area approved by the Engineer/Owner. Depending on how large an area is required, a lay down area adjacent to the construction site may be available.
- e) Contractor is responsible for job-site safety. Contractor must comply with all OSHA regulations.
- f) Normal working hours shall be 8 AM to 5 PM, Monday through Friday. Work scheduled outside of these hours must receive prior approval from the Engineer. Some work outside of these hours is expected to minimize downtime to users in in the building.
- g) Parking – Parking on site will be allowed in the Public Works parking lot.

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4. Overview of Project

- a) Bids to include all necessary labor, material (including sales tax), equipment, supervision, etc.
- b) Include in the Base Bid the following:
 - i) Installation of five light fixtures, poles, foundations, & circuiting.
- c) There are three Bid Alternate(s). (See Section 01230 – Alternates & Drawings)
 - i) Add Alt #1: Demo of fixture. Installation of two light fixtures, poles, foundations, & circuiting; installation of conduit under driveway for area North of Building A. Installation of wall mounted fixtures on Building A1.
 - ii) Add Alt #2: Installation Lighting Fixture Bollards, Foundations, & Circuiting for Sidewalk In Front of Building A.
 - iii) Alternate No. 3: Demo of fixture. Installation of two light fixtures, poles, foundations, & circuiting for area East of Building A.

5. Site Requirements

- a) Access in and out of buildings shall be maintained at all times. This includes all corridors, hallways, sidewalks, walkways, door openings, gates, driveways, streets, etc.
- b) Construction noise shall be kept to a minimum.
- c) Temporary construction fencing is required.
- d) Contractor will be required to provide erosion control during construction.
- e) Provide tree protection during construction.
- f) All contractor's company vehicles while onsite must be identifiable.
- g) All contractor's staff while onsite must be identifiable.
- h) All contractor's staff while onsite must wear a safety vest with their company's names on the safety vest.

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6. Submittals

- a) Submittals will be required. PDFs copies will be allowed.

7. Other / Miscellaneous

- a) Permit will be required from this project. Permits will be at no cost.
- b) Sample Handout: AIA Document A101-2017, Standard Form of Agreement Between Owner and Contractor. Not included in the Specification Booklet.
- c) Sample Handout: AIA Document A101-2017-Exhibit A, Insurance and Bonds. Not included in the Specification Booklet.
- d) When removing any section of concrete sidewalk, contractor is required to removed & reinstall the entire section from joint to joint.
- e) The owner has the right of first refusal for the removed poles & fixture. For bidding purposes, assume the contractor will be responsible for removing all items from the site. During construction this will be coordinated with the owner and will be documented in writing.
- f) The contractor's staff will be allowed to use the owner's onsite rest rooms instead of having to provide a Porta-Potty? The owner will designate a restroom location at time of construction.
- g) Trees at building "A" & "A1": The first two trees from East to West starting at the Northeast corner of the property, on the North side of the existing parking lot at Building A will be removed and/or trimmed by City of Greenville Staff. See screen clip below with the two red circles indicating the two trees that will be removed.



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8. Questions & Answers

- a) Question: At Building “A”, can the conduit serving the bollards exit from the front of the building instead of existing the back side of the building?

Answer: No. An addendum stating the same will follow.

- b) Question: Does the corridor wall in Building “A” extend to the deck?

Answer: Not sure. An addenda detailing will follow.

- c) Question: For the pole foundation details, are the two conduits required per pole base as called on drawings?

Answer: Yes. (One conduit will tie back to the pull box & the other conduit will be capped outside pole concrete foundation.) An addendum stating the same will follow.

- d) Question: Is Sonotube allowed for the pole base fiber form?

Answer: Yes. An addendum stating the same will follow.

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9. Tour of Project Site

- a) All attendees were taken on a tour of the project site.

Attachments

- Attachment #1 – Attendance Sheet

Distribution

Distribution shall be to each company in attendance via email and the following:

- All plan holders

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MEETING SIGN-IN SHEET

Project Name: City of Greenville, Public Works Site Lighting – Phase 2 (Re-Bid)	Project No.: COG: ITB 24-25-16, TEG Project Number: 20240196
Meeting Location: Public Works Facility, 1500 Beatty Street, Greenville, NC 27834, Conference Room	Meeting Date: Tuesday 10/15/2024 at 10:00 AM
Purpose of Meeting: Pre-Bid Meeting & Site Visit #1	

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