



ADDENDUM NO. 2

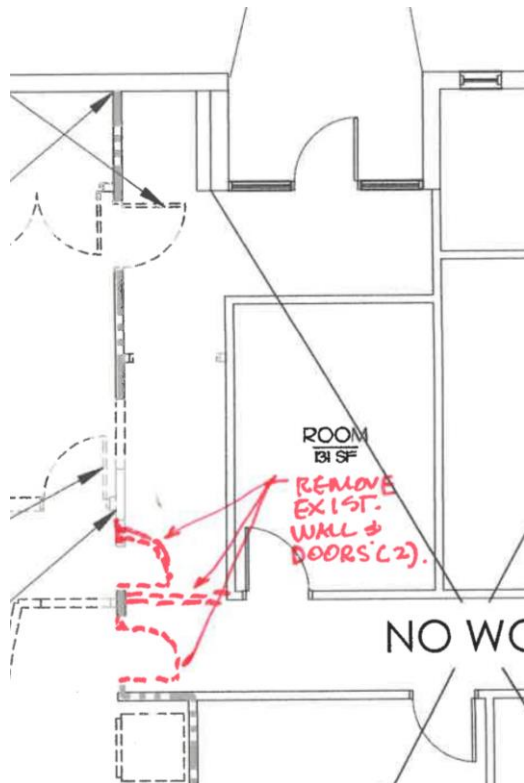
DATE: 5/5/2025

TO: ALL BIDDERS
FROM: JKF ARCHITECTURE
RE: CITY OF GREENVILLE
PUBLIC WORKS SOLID WASTE OFFICE RENOVATION
COG ITB NO. 24-25-35
JKF PROJECT NO. 2021-04D

The following corrections, clarifications, or supplemental information is to be incorporated into the Contractor(s) bid to perform the Work:

CHANGES TO DRAWINGS:

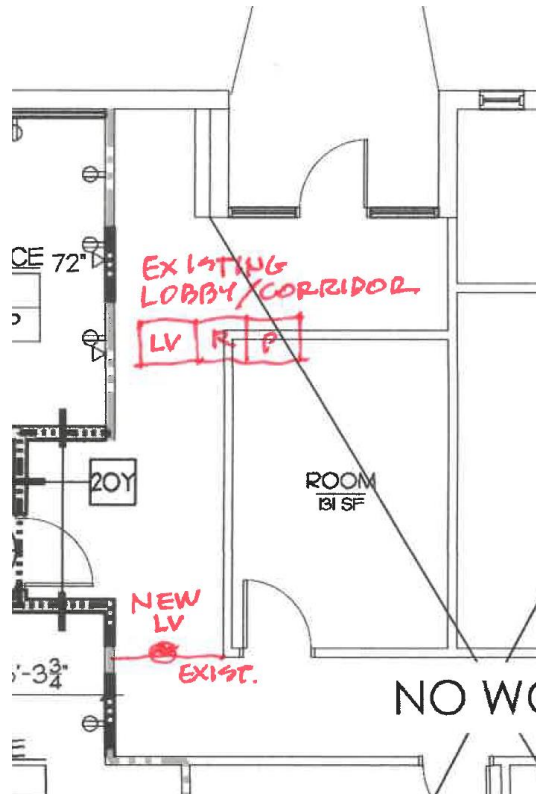
1. Drawing A0.1, dated 3-1-2025; Contractor shall demolish existing tree shown off Southwest corner of existing building in order to install new sidewalk.
2. Drawing A0.1, dated 3-1-2025; Contractor shall demolish existing doors (2) and wall in north corridor leading to vending machines and lobby/corridor leading to north parking lot (Noted in RED)



ARCHITECTURE ■ PLANNING ■ DESIGN

625 Lynndale Court, Suite F | Greenville, NC 27858 | 252-355-1068 | 252-355-0216 fax | www.jkf-arch.com

3. Drawing A1.1, dated 3-1-2025: Contractor shall paint and install New LV and Rubber Base in existing lobby/corridor.



CLARIFICATIONS:

1. See attached Minutes of Pre-Bid Meeting, held 4-30-2025, (4 Pages, including Sign-in Sheet).
2. Project sign on detail J7/A8.1 should read "CITY OF GREEVILLE PUBLIC WORKS SOLID WASTE OFFICE RENOVATION"

CHANGES TO SPECIFICATIONS

1. Delete BID FORM, dated 3-1-2025, in it entirety. Add BID FORM, Revised 4-30-2025 (4 Pages). Deletes Allowances and changes overall duration of the project. Submit this revised Bid Form in its entirety.
2. SUPPLEMENTARY GENERAL CONDITION, dated 3-1-2025; Page SGC-2; Clarification to Article 7.2.3.2; Change deduct combined overhead and profit from "10%" to "5%" for both Subcontractor and Contractor.

END OF ADDENDUM NO. 1 (TOTAL NUMBER OF PAGES = 11)

City of Greenville Public Works Solide Waste Office Renovation

2021-04D

Addendum #2

5-5-2025

Page 3 of 3

Attachments:

1. As noted.

xc:

- All Bidders
- Devin Thompson
- Michael Turner
- Kevin Mulligan, PE
- Wanda House
- Jim Delpapa, PE
- Kevin Roomsburg, PE

file: a:\projects-2021\2021-04\2021-04 d\111-001.docx

BID FORM
CITY OF GREENVILLE
PUBLIC WORKS WASTE OFFICE RENOVATIONS
COG ITB NO. 24-25-35
JKF Project No. 2021-04D
Greenville, NC

Name of Bidder: _____
Address: _____

Contact: _____
Phone: _____
License No.: _____

The undersigned Bidder hereby certifies that this Bidder has visited the site of the work and has examined and fully comprehends the requirements and intent of the plans and specifications of the proposed work, and is familiar with all the conditions surrounding the construction of the project, including the availability of materials and labor. The undersigned Bidder hereby proposes and agrees, if this proposal is accepted, to furnish all labor, materials, supplies, plant, equipment, tools, apparatus, means of transportation, and other facilities necessary or proper for or incidental to the performance of the proposed **City of Greenville Public Works Building Renovation** as indicated on the Contract Documents for the Total Lump Sum Base Bid of:

GENERAL CONSTRUCTION CONTRACT (Single-Prime):

Base Bid:

_____ Dollars (\$ _____)
List Subcontractors: _____
Plumbing Subcontractor: _____ License No. _____
Mechanical Subcontractor: _____ License No. _____
Electrical Subcontractor: _____ License No. _____

Contractor shall complete all sections for Alternates and Unit Prices for Single-Prime Proposal.

The **General** contractor shall act as project expeditor for all prime contracts. See Supplementary General Conditions.

ALTERNATE BIDS (See Specification Section 012300 for complete description and time requirements)

Should any of the alternates as described in the contract documents be accepted, the amount written below shall be the amount to be "added to" or "deducted from" the base bid. (Strike out "Add" or "Deduct" as appropriate).

Alternate Bid No. 1 – Paint Existing Exterior Metal Wall Panels

Total Add/Deduct: _____ Dollars (\$ _____)

Alternate Bid No. 2 – Preferred Alternate; Roof Top Unit- Trane.

Total Add/Deduct: _____ Dollars (\$ _____)

Alternate Bid No. 3 – Preferred Alternate; Corbin-Russwin

Total Add/Deduct: _____ Dollars (\$ _____)

UNIT PRICES (See Specification Section 012200 for complete description and time requirements)

Unit prices quoted and accepted shall apply throughout the life of the contract, except as otherwise specifically noted. Unit prices shall be applied, as appropriate, to compute the total value of changes in the base bid quantity of the work all in accordance with the contract documents

Unit Price No. 1– Remove and replace unsuitable soils in building pad or parking areas.

Total:	_____	Dollars	(\$	_____	per CY).
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Unit Price No. 2– Remove and replacement unsuitable soils in footings, foundations, and utility trenches.

Total:	_____	Dollars	(\$	_____	per CY).
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Unit Price No. 3 – Provide geotechnical fabric, geogrid, or other suitable stabilization material.

Total:	_____	Dollars	(\$	_____	per SY).
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This sum is to cover all expenses incurred in performing the work required under the Contract Documents, of which this proposal is a part and with the definite understanding of the undersigned Bidder that no money will be allowed for extra work except as set forth in the General Conditions of the Contract for Construction and Supplementary General Conditions of the Contract for Construction.

The above amount, and the amount(s) indicated for Alternates, if any, shall be shown in typing or written in ink in both words and figures. In case of discrepancy, the amount shown in words will govern.

The undersigned Bidder agrees that the prices quoted (including all labor, material, insurance, applicable taxes, equipment, overhead and profit) shall be the basis of compensation or deduction, as the case may be, for such increase or decrease in the work.

RIGHT TO ACCEPT, WAIVE OR REJECT

The undersigned Bidder understands that:

1. All parts of the Bid Form shall be completed by the Bidder for recognition as a bona fide bid.
2. The Owner reserves the right to accept (award) a Bid based upon a combination of cost, personnel to be assigned to this project, and past experience with the Owner (if any) regarding on schedule contract completion and response to any service required during warranty period(s).
3. The Owner reserves the right to waive informalities or irregularities in a Bid received and to reject any or all Bids.

MODIFICATION OR WITHDRAWAL OF BIDS

The undersigned Bidder agrees not to modify, withdraw or cancel the Bid for sixty (60) calendar days following the time and date designated for the receipt of Bids.

TIME

The undersigned Bidder agrees to commence work when directed by the Owner to proceed and to complete fully said General Construction and Associated Work to permit the work at the construction site to be complete within the following schedule after the date named in the order to proceed:

- Total contract duration will be 195 days. All days noted are consecutive calendar days.

The undersigned Bidder acknowledges that liquidated damage stipulations stated in the Supplementary General Conditions of the Contract for Construction, Article 8, are clearly understood.

BID SECURITY

The undersigned Bidder, in compliance with the Instructions to Bidders, Article 4, encloses with this Bid a Bid Security representing not less than 5% of the Base Bid amount in the form of a Certified Check (), or Bid Bond () (check one) in the amount of:

_____ DOLLARS (\$_____).

PERFORMANCE-PAYMENT BOND

The undersigned Bidder agrees, if awarded the Contract, to execute and deliver to the Owner satisfactory combined Performance Bond and Payment Bond in a sum equal to the full amount of the Contract and in compliance with the Instructions to Bidders, Article 7.

MINORITY BUSINESS PARTICIPATION REQUIREMENTS:

Provide with the bid - Under GS 143-128.2(c) the undersigned bidder shall identify **on its bid** (Identification of Minority Business Participation Form) the minority businesses that it will use on the project with the total dollar value of the bids that will be performed by the minority businesses. **Also** list the good faith efforts (Affidavit **A**) made to solicit minority participation in the bid effort.

NOTE: A contractor that performs all of the work with its own workforce may submit an Affidavit (**B**) to that effect in lieu of Affidavit (**A**) required above. The MB Participation Form must still be submitted even if there is zero participation.

After the bid opening - The Owner will consider all bids and alternates and determine the lowest responsible, responsive bidder. Upon notification of being the apparent low bidder, the bidder shall then file within 72 hours of the notification of being the apparent lowest bidder, the following:

An Affidavit (**C**) that includes a description of the portion of work to be executed by minority businesses, expressed as a percentage of the total contract price, which is equal to or more than the 10% goal established. This affidavit shall give rise to the presumption that the bidder has made the required good faith effort and Affidavit **D** is not necessary;

*** OR ***

If less than the 10% goal, Affidavit (**D**) of its good faith effort to meet the goal shall be provided. The document must include evidence of all good faith efforts that were implemented, including any advertisements, solicitations and other specific actions demonstrating recruitment and selection of minority businesses for participation in the contract.

Note: Bidders must always submit **with their bid** the Identification of Minority Business Participation Form listing all MB contractors, vendors and suppliers that will be used. If there is no MB participation, then enter none or zero on the form. Affidavit A **or** Affidavit B, as applicable, also must be submitted with the bid. Failure to file a required affidavit or documentation with the bid or after being notified apparent low bidder is grounds for rejection of the bid.

E-VERIFY:

Contractors, and the subcontractors they hire or engage, by submitting a Bid, certify they will comply with E-Verify requirements (or, if contractor/subcontractor employs less than 25 employees in this State, shall attest to that fact).

PROPOSAL SIGNATURE PAGE

The undersigned further agrees that in the case of failure on his part to execute the said contract and the bond within ten (10) consecutive calendar days after written notice being given of the award of contract, the certified check, cash or bid bond accompanying this bid shall be paid into the funds of the owner's account set aside for the project, as liquidated damages for such failure; otherwise the certified check, cash or bid bond accompanying this proposal shall be returned to the undersigned.

Attach certified check, cash or bid bond to this proposal.

Respectfully submitted this day of _____

(Name of firm or corporation making bid)

WITNESS:

By: _____
Signature

(Proprietorship or Partnership)

Name: _____
Print or type

Title _____
(Owner/Partner/Pres./V.Pres)

Address _____

ATTEST:

E-mail: _____

By: _____

License No. _____

Title: _____
(Corp. Sec. or Asst. Sec. only)

Federal I.D. No. _____

(CORPORATE SEAL)

Addendum received and used in computing bid:

Addendum No. 1 _____
Addendum No. 2 _____
Addendum No. 3 _____
Addendum No. 4 _____
Addendum No. 5 _____
Addendum No. 6 _____



Minutes of Pre-Bid Meeting:

Meeting Date: April 30, 2025
Location: City of Greenville Public Works Conference Room
RE: **CITY OF GREENVILLE
PUBLIC WORKS SOLID WASTE OFFICE RENOVATION
COG ITB NO. 24-25-35**
JKF Project No.: 2021-04D
Date Prepared: April 30, 2025
Attendees: See attached Sign-in Sheet

Discussion:

- 1) Kevin Mulligan, Director of Public Works, provided introductions and John K. Farkas, AIA (JKF) of JKF Architecture conducted the Pre-Bid Conference. Owner's representatives included Devin Thompson, Michael Turner, and others.
- 2) JKF noted this was not a Mandatory Pre-Bid Conference for Bidders.
- 3) Official Drawings and specifications are available through JKF Architecture. Prime bidders should register with the Architect's Office. JKF is not responsible for plan room or website content. Bidders should register with the Office of the Architect by calling or emailing submittal@jkf-arch.com
- 4) In accordance with General Statute GS 133-3, Specifications may list one or more preferred brands as an alternate to the base bid in limited circumstances. Specifications containing a preferred brand alternate under this section must identify the performance standards that support the preference. Performance standards for the preference must be approved in advance by the owner in an open meeting. Any alternate approved by the owner shall be approved only where (i) the preferred alternate will provide cost savings, maintain or improve the functioning of any process or system affected by the preferred item or items, or both, and (ii) a justification identifying these criteria is made available in writing to the public. In accordance with GS133-3 and SCO procedures the following preferred brand items are being considered as Alternates by the owner for this project:
 - a) Roof Top HVAC Units- Trane
 - b) Door Hardware- Corbin-Russwin.
 - c) The floor was opened for any questions, discussions, or objections related to preferred alternates. There were none. JKF closed discussion on this matter.
- 5) JKF reviewed Notice to Bidders, AIA Instructions to Bidders and General Conditions of the Contract, Supplementary Conditions including Liquidated Damage requirements, Guidelines for Recruitment and Selection of Minority Businesses for Participation in State Construction Contracts.
 - a) Attendees were advised to review all MBE requirements and expectations as well as the proper bid documents to be submitted with Bid. All required forms are already in the specification.

- b) Bidders shall review the Contract documents for cancellation clauses for insurance required by the State of North Carolina without exception. They are noted in the Supplementary General Conditions.
 - c) GC is responsible for all permits and their cost. The City of Greenville is AHJ.
 - d) **The Bid Opening** will be in the same room as the pre-bid.
- 6) JKF reviewed the Summary of Work, Section 011000.
 - 7) Reviewed Unit Pricing (3), and Alternates (3).
 - 8) JKF reviewed Bid Form. Noted Bidders must complete all information required on the forms and properly execute the document. Read the complete requirements noted on the Bid Form for Minority Participation requirements and the forms that are to be submitted. Reviewed all the MBE Forms included in the Manual. WMBE goal is 10% for the State. Noted a new For would be issued in Addendum that would delete the Allowance Section.
 - 9) JKF reviewed the Bid Bond, Form of Construction Contract draft, and Sales Tax Forms. Bid Bond must be State Form not AIA Bid Bond.
 - 10) JKF noted this project is permitted by City of Greenville. Everything must still be inspected by the Design Team in addition to the AHJ. Nothing gets covered up without the approval of the Architect.
 - 11) No CADD files will be provided to any bidder, sub, vendor during the bid period. A basic CADD file will be provided to the contracted bidder at the appropriate time. The contractor is responsible for coordination drawings and preparation of shop drawings. No portion of the Contract Documents shall be copied and resubmitted as a shop drawing as that will be a copyright violation.
 - 12) JKF noted that all questions shall be directed to his attention. E-mail are acceptable. JKF's e-mail is jkf@jkf-arch.com. All questions are to be submitted in writing. JKF requested contractors submit any and all questions to JKF no later than noon, Monday, May 5th.
 - 13) JKF noted there are no restrictions on working hours on the site except as may be required by City of Greenville Ordinances.
 - 14) JKF did a brief overview of the scope.
 - a) Construction Testing will be paid for by the Owner. All scheduling of Testing Agency will be through the Architect. Contractor will not schedule any testing.
 - b) Coordination Drawings are to be provided by the GC per Section 013100.A of the specification. If not provided, the contractor will be required to correct any coordination items in the field to the satisfaction of the Architect at no cost to the owner.
 - 15) Discussed base bid duration. No objections.
 - 16) Addendum #1 was distributed by Architect. A list of attendees will be attached to the minutes of this meeting and included in Addendum #2.
 - 17) Substitution requests were discussed. Substitutions are to be submitted by prime bidders only. No consideration will be given to any subcontractor, vendor, or manufacturer unless it comes through the prime bidder who will review and recommend approval or disapproval.
 - 18) Owner comments:
 - a) There will be no cost for a building permit. The Contractor still has to apply.
 - b) All contractors and vendors need to be registered with the City as vendors.

- c) Owner will provide the successful contractor with two gate access badges. Only company vehicles may be within the fence line/gated area. Other parking provisions will be reviewed prior to construction.

19) Bidding Questions:

- a) Bidders requested additional days be added to duration for shop drawings and material procurement. JKF will address in Addendum.
- b) Bidders asked about the existing Fire Alarm System. JKF/Owner noted it was adequate and modified for the renovations. It is a Notifier panel. There are no restrictions on Fire Alarm subcontractors/vendors other than they must be certified to work on a Notifier System.
- c) Bidder requested consideration of reducing deduct change order O&P from 10% to 5%. JKF to review.

20) Adjourned. Contractors can visit the site.

We believe the foregoing to be an accurate summary of discussions and related decisions. We would appreciate formal, written notification of exceptions to this record within seven (7) days of its release. Failing such notification, we will consider these minutes a matter of record.

Respectfully submitted,



John K. Farkas, AIA LEED-AP
Principal/ Project Architect

xc:

- Kevin Mulligan, PE
- Devin Thompson
- Michael Turner
- Jim DelPapa, PE
- Kevin Roomsburg, PE
- All Bidders, Plan Rooms

Attach:

- Sign-in Sheet

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SIGN IN SHEET

PROJECT: SOLID WASTE RENOVATION

MEETING DATE: 04-30-2025

JKF PROJECT NO: 2021-040



NAME	AFFILIATION	PHONE/ FAX	E-MAIL
David Thompson	COG	252-329-4522	dthompson@greenvillenc.gov
Delbert Bryant	COG	329 4522	dbryant@greenvillenc.gov
MICHAEL TURNER	CITY OF GREENVILLE	(252) 329-4921	mturner@greenvillenc.gov
Michael Adam	Waters Contracting	919-750-2234	michaeladam@waterscontracting.net
Owen Bury	Burney & Burney Const	252 917-2004	oburney1955@gmail.com
Owen Burney III	Burney & Burney Const	11	treburney@gmail.com
Tyler Tyson	American Builders Inc	252-756-1996	tylertyson@americanbuilders.com
Adam Johnson	American Builders Inc	704-962-1557	ajohnson@americanbuilders.com
C. GRIFFIN WILLIAMS	MUTER CONSTRUCTION	(252) 315-6702	CWILLIAMS@MUTERCONSTRUCTION.COM
GRACE HEDRICK	Const MGR	803-367-7264	GRACE.HEDRICK@CONSTRACTION.COM
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Kevin Mulligan

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