

TRIAD ENGINEERING CONSULTANTS, INC.

2638 Willard Dairy Rd
Suite 100
(336) 338-8943

Providing
Plumbing, Mechanical and
Electrical Engineering Services Since 1984

High Point, NC
27265
admin@TriadEngMEP.com

February 2, 2023

TEC File No: 2230
GCS Q#: 6557

TO: All Bidders

RE: Football Field Lighting Replacement for Ragsdale High School
Ragsdale NC

ADDENDUM No. 1:

Information contained in this Addendum and the changes directed in the project Plans and/or Specifications hereby become a part of the Contract. Bidders are instructed to acknowledge receipt of this addendum on the Bid Form. This addendum is transmitted to official electronic folder which is the official repository for communications related to the project. Each Bidder should insure that all sub-bidders and suppliers have included the information contained in this addendum in their pricing. The Bid and contract documents are clarified and/or amended as follows:

GENERAL

1. The Sign-in Sheet from the PreBid Meeting is attached.
2. The PreBid Meeting Minutes are attached.

DRAWINGS

1. Sheet E1.0:
 - a. Revise note describing demo of existing services and wood pole to read as follows: REMOVE AND SALVAGE EXIST. 480 VOLT SERVICE PANEL SERVING EXISTING LIGHTS AND ASSOCIATED DRY TYPE TRANSFORMER. SALVAGE EQUIPMENT TO OWNER. EXISTING METER, SERVICE LATERAL FROM UTILITY TRANSFORMER, AND SERVICE FEEDER TO MAIN CONCESSION BUILDING IS TO REMAIN. POLE IS TO REMAIN.
2. Sheet E1.1:
 - a. Revise the last sentence in the note describing 2" conduit for scoreboard controls cable to read: PROVIDE PULL STRAP AND PULL NEW SCOREBOARD CONTROLS FIBER CABLE ASSEMBLY THAT WILL BE FURNISHED AND TERMINATED BY THE OWNER.
 - b. Revise the note at the scoreboard for the 2" IMC sweep and riser to read as follows: 2" IMC SWEEP AND RISER AT SCOREBOARD SUPPORT COLUMN TO EXTEND ~12' TO CONNECTION PANEL. PROVIDE WP PVC PULL BOX AND PVC CONDUIT TO PATCH PANEL. COORDINATE AND SCHEDULE AND LEAVE NEW CABLE COILED FOR TERMINATION IN PATCH PANEL BY OWNER'S SCOREBOARD CONTRACTOR.

SPECIFICATIONS

No Modifications

CLARIFICATIONS

1. No Modifications

END OF ADDENDUM

Attachments:

PreBid Sign-in Sheet
PreBid Meeting Minutes

1 page
5 pages

PRE-BID MEETING SIGN-IN SHEET

Football Field Lighting Replacement
Ragsdale High School
Guilford County Schools

TECI JOB #: 2230
GCS Q#: 6557

Project Name
Owner
Street Address City, State (Project Location)
Time

1000 Lucy Ragsdale Dr Jamestown, NC
2:00 PM

January 31, 2023

	NAME	ORGANIZATION	EMAIL
1	Perry Gullledge	Triad Engineering Consultants, Inc.	Pgullledge@TriadEngMEP.com
2	David Kemp	GCS Building Services	kempdt@gcsnc.com
3	Velicia Moore	GCS Purchasing	gaddvwr@gcsnc.com
4	Kim Funderburk	GCS MWBE Office	
5	Meggie Newell	Newell Electric	meggie@newell-electric.com
6	Mike Woods	MWET	Kwoods@MWET Inc.com
7	Tommy Lawrence	TLEC	tlc@esinc.net
8	DMcNerley	MUSCO	dmcnerley@musco.com
9	Debra A. Adams	Wake Forest Univ	debra.adams@wakeforest.edu
10	Debra A. Jones	Athletic Director	jonesd4@gcsnc.com
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February 2, 2023
Meeting Date: January 31, 2023

TEC File No: 2230
GCS Q#: Q6557

Football Field Lighting Replacement for Ragsdale High School
1000 Lucy Ragsdale Dr. Jamestown, NC 27282

PreBid Conference Minutes

I Welcome and Introductions

Perry Gullede
Deborah Jones
David Kemp

Triad Engineering Consultants, Inc.
Ragsdale HS A.D.
GCS Building Services

II Review of Bidding Requirements

- 1) Informal Bids will be received until **2:00 pm Tuesday February 21, 2023**. *Note the change in bid date.* Bids may be delivered in person, by mail, or by shipping carrier. Hardcopy bids shall be delivered to GCS Purchasing Office located at 501 West Washington Street in Greensboro, NC 27401. Bids must arrive no later than the time stated above for receiving bids. E-mailed or faxed bids will not be accepted.
- 2) Bid is informal and will be conducted under the informal procedure. Bids will be opened privately and all Bidders will receive a bid tabulation of the bid results after the bids have been evaluated.
- 3) Bids must be submitted in a sealed envelope and marked "Confidential: Bid enclosed for Ragsdale High School".
- 4) Bid is for a single prime contract – all work required for the project is to be included in bid price.
- 5) Bids will be accepted from licensed contractors only. Bidders must hold the appropriate license for the work of the project in accordance the NC General Statutes and state licensing boards.
- 6) Attendance at the PreBid Meeting is mandatory for prospective Bidders. Bids will not be accepted from companies that did not have a staff representative attend the PreBid Meeting to become familiar with the existing conditions.
- 7) A 5% Bid Bond is required to be submitted with the bids.
- 8) A 100% Performance Bond and Labor and Material Payment Bond will be required for the full amount of the contract.
- 9) Include all sales taxes, equipment rentals, supplies, transportation, etc in the bid price.
- 10) Be sure to complete the Bid Form in its entirety and sign the bid. The signature must be of an officer of the company or other individual duly authorized to commit the company to a contract.
- 11) *Include the applicable MWBE forms with the Bid Form. Failure to do so could result in the bid being ruled non-responsive and possibly rejected.* MWBE outreach is required even if the Bidder has MWBE status. Refer to the policy titled PARTICIPATION BY WOMEN AND MINORITY OWNED BUSINESSES which is included in the Project Manual for details.
- 12) Refer to Affidavit A Section I (Listing of the Good Faith Effort) in the MWBE section: This document is submitted to validate the Bidders Good Faith Effort by satisfying a sufficient number of items to score 50 points. If any items are disqualified due to inadequate outreach or documentation, the points associated with the disqualified items are deducted from the score. In the event the total score drops below 50 points, the bid is subject to being ruled "non-responsive" and rejected.
- 13) Important note regarding Affidavit A items in Section I:
 - a) If Items 1 or Item 7 are checked on Affidavit A, all documentation supporting those items must be submitted with the bid on the bid date. So your bid would need to include a number of pages of documentation in addition

to the Bid Form if either of these items is checked. These are the only items that require submission of supporting documentation with the bid and as such are required to be submitted by every Bidder.

- b) For all the other items (2,3,4,5,6,8,9,10), supporting documentation is required to be submitted after the bids have been evaluated and only by the Lowest Responsible Bidder within 72 hours after notification of Lowest Responsible Bidder Status. In order to qualify as the Lowest Responsible Responsive Bidder, satisfactory support documentation must be submitted within the 72-hour timeframe after notification and the final total score must be 50 or greater.
 - c) Bidders are encouraged to exceed the 50 point total and to use items 2,3,4,5,6,8,9,10 to reduce the likelihood of a Bid Disqualification as non-responsive due to inadequate supporting documentation submitted with the bids.
- 14) MWBE policy and submittal requirement questions should be directed to **Kim Funderburk** of the GCS MWBE Office at **(336) 370-3495**.
 - 15) Do not modify the Bid Form in any way. Do not include any instructions for changing or interpreting the bid. The prices listed on the appropriate lines of the Bid Form will be prices submitted for the work. Any instructions to increase or decrease the amounts listed on the Bid Form will be disregarded. The prices listed on the Bid Form will be considered as the official bid prices offered. If there is a discrepancy between the numerical figures of a price and the written price, the written price shall govern.
 - 16) Bidders must include an entry for all of the Subcontractors listed on the Bid Form. **Do not leave these lines blank.** Enter "N/A" on the lines for any Subcontractor trades that are not used or not applicable for the project.
 - 17) Provide pricing for each bid alternate on the appropriate line of the Bid Form. There are currently no Bid Alternates for the project but alternates could be added by addendum prior to the receipt of bids.
 - 18) Provide unit pricing for each listed unit price request on the appropriate line - if any are added. There is currently no unit pricing for the project.
 - 19) The anticipated date to issue the contract to the successful Bidder for execution is **March 15, 2023**.
 - 20) The contract will be delivered electronically to the contractor for signature, bonds and insurance certificates. Upon receipt of signed contract with bonds and insurance certificates, the contract will be executed by the Director of Building Services.
 - 21) The Substantial Completion date for work related to the new lighting system is **July 21, 2023** with liquidated damages of \$500 per calendar day.
 - 22) The Final Completion Date for the entire project is **August 1, 2023** with additional liquidated damages of \$250 per calendar day.
 - 23) Note that GCS has established that "contractors will not be assessed liquidated damages on account of delays in equipment delivery not caused by the Contractor". Note that equipment with suitable delivery times must be utilized for the project and must be ordered in a timely manner. If quick-ship pricing is available for equipment and is required to meet the project schedule, then the quick-ship charges must be included in the bid price and the equipment order to meet the project schedule. Delays due to a failure to implement quick-ship options would be considered to be "caused by the Contractor".
 - 24) Addenda will be emailed to Prime Bidders only. Each Bidder must forward relevant information to potential suppliers, sub-contractors. Bidders will be responsible for distributing information to all subcontractors and suppliers affected by the information contained in the addenda to ensure all subs and suppliers have the latest information when pricing the work. Parties that are not Prime Bidders or obtain plans from other sources or plan rooms must seek out and obtain addenda information from those sources.
 - 25) The existing lighting system must be maintained in operation until May 8. After this date the system can be shut down to make preparations for demolition and removal. Demolition of equipment or systems can begin after the last day of Track Team practices - May 19.
 - 26) Plans are to be submitted to local authorities for permit review by the Contractor. The Contractor will pay for and pick up the permits for the project and to insure that all subcontractors obtain permits that are required.

- 27) Limited work in areas around the track at the project site can begin after the contract is executed provided the work does not disturb the educational environment. Work disrupting the educational environment must be performed after hours, over weekends, school holidays or school breaks unless other arrangements can be made with staff. No work will be allowed anywhere on the site during school hours on testing days. Work and building access must be closely coordinated with the school principal or designated representative. Factor these conditions into the bid price for all work that would be affected.
- 28) The school campus will be occupied throughout the school year and the site must be maintained in safe and usable condition for each school day. The drives and parking areas must remain clear for activities during working hours throughout the contract period. Work that would block access must be performed after hours, over breaks, unless it can be coordinated with staff to occur during school hours.
- 29) The remaining 2023 school holiday and break schedule for the school is as follows (subject to change if any weather makeup days are required):
- a) April 03-06: Spring Break.
 - b) April 07: (Holiday) Good Friday
 - c) May 29: Holiday (Memorial Day)
 - d) Jun 08: Last day of school for students (pending makeup days if added)
 - e) June 13: Last day of school for teachers.
 - f) August 15: **Tentative** First day of school for teachers.
 - g) August 28: **Tentative** First day of school for students.
- 30) Use of school toilet facilities by workers will not be allowed. Temporary portable toilet facilities must be provided by the contractor for construction workers' use.
- 31) Workers will be required to observe and comply with all Covid prevention measures that may be in effect at the school such as wearing face coverings while on campus.
- 32) Bidders and their subcontractors performing work on the project must be properly licensed for the work as required by the applicable State Licensing Boards and local license requirements.
- 33) Questions prior to bidding must be submitted in writing and either mailed or emailed. Questions must be received in the engineer's office no later than 4 business days prior to the scheduled bid date. Questions received after 5:00 pm **Wednesday February 15, 2023** will not be acknowledged. The last date for issuing an addendum with significant additions or changes to the project is **Thursday, February 16**. Addenda containing only minor modifications, clarifications or supplemental information may be issued no later than **Friday, February 17** unless there is a postponement of the Bid Date.
- 34) Bidders are encouraged to return to the site for further examination as needed prior to bid. Contact *the school office* to make arrangements prior to returning. The principal is **Mr. Jim Gibson**. The school office number is **(336) 454-7400**. Bidders must plan to visit the site after **4:15 pm**. The Athletics Director is **Deborah Jones** who can be reached at the school main number or at **336 314-5859**. David Kemp of GCS Building Services can be reached at **(336) 370-2394 or (336) 471-3218** if school staff are not available.
- 35) The form of contract will be GCS edited versions of the long form AIA-A104. Bidders should carefully review the document in the Project Manual.
- 36) Contractor will be required to perform background checks for each employee working on the site. No persons with any history of criminal action involving children are permitted on the school campus. The file must be maintained by the contractor throughout the contract period.
- 37) All employees of the successful bidder working on site will be required to wear some form of picture ID with the company name or logo.
- 38) The successful bidder will submit a Schedule of Values and a proposed construction schedule for approval prior to beginning work.

- 39) Payments for the contract will be made monthly based on work in place using AIA payment documents as outlined in the Project Manual with 5% retainage.
- 40) An asbestos survey of the site has been conducted to identify potential asbestos containing materials. Asbestos containing materials that are expected to be disturbed during work in this contract will be abated by Owner. However concealed asbestos could be present on the site. In the event that asbestos or suspected asbestos is found, notify Owner and Owner will have it tested and remediated as required. Additional time will be added to the contract for actual critical path delays caused by asbestos abatement procedures that are required during the contract period.
- 41) Owner comments related to the project.
None

III Review of Project Specifics

- 1) The work generally consists of the demolition of the existing sports lighting system and electrical distribution system as shown on the drawings; furnish and install new electrical service and distribution system; and installation of a new sportslighting system that will be purchased and furnished to the site by the Owner. The system will be Musco TLC and shall be installed in strict accordance with the manufacturer's instructions to maintain system warranty.
- a) Locate existing site structures and utilities as required to avoid damage to same during installation of new feeders. The existing site plan was generated from previous site surveys to show general location of major structures, yard inlets, storm drainage piping, etc but is not intended to be a complete and accurate record of existing conditions – use it as a guide for locating structures and utilities.
 - b) Provide new 480 volt 400 amp electrical service at the brick wall under the scoreboard from the existing utility transformer and feeders to new poles and to new receptacles at each pole. Provide mini-powerzone package to obtain 208/120 volt power for receptacles and for the lighting controls panel.
 - c) Provide a new conduit for existing scoreboard controls cable that is currently wired overhead from the Pressbox to the scoreboard and pull new cable that will be supplied by the Owner. See drawing for details.
 - d) Provide soil borings at each pole location to the Owner's Sports Lighting System supplier to use in obtaining the design of embedment details for the concrete stub bases. Supplier will furnish sealed structural drawings detailing the specific details of embedment. The details shown on the project drawings are expected to be very close to the final details that will be provided. Minor differences in hole depth, diameter, embedment material, etc may occur but will not be significant to impact cost.
 - e) Accept delivery, inspect equipment and file for any damages with the driver at time of deliver. Verify delivery is complete. Unload shipment and store in staging area for assembly and installation.
 - f) Auger holes and install stub bases to installation details and pull new feeder conductors into the base.
 - g) Assemble crossarms, luminaires, driver enclosures, pole cap, connect wiring harnesses and set initial aiming angles of each luminaire. Assemble starting pole sections and luminaire sections onto stub bases and ensure poles are plumb and at the correct elevation.
 - h) Connect feeder conductors to lugs in driver enclosures to feed power to all lighting equipment on the poles.
 - i) Coordinate with sportslighting supplier to grid field, make and record point lighting levels and product performance reporting showing compliance with NCHSAA lighting standard for football field and soccer field of play and to document spillover lighting levels at property line.
 - j) Install the service receptacles on driver enclosures and connect receptacle wiring to the device.
 - k) Protect track surface from damage during construction.
 - l) Protect grassed areas from rutting or similar damage due to construction traffic or equipment.
 - m) Repair all disturbed grass areas by leveling with topsoil, seeding and mulching with straw.
 - n) Repair all pavement/walkway damage by cutting back to a clean line and filling in with matching pavement material, sub-base and quality of surface finish. Re-paint any striping that is interrupted by patches.

- 2) There is a **\$5,000.00** contingency allowance that is to be included in the bid price. This contingency is to be used for costs associated with hidden or unforeseen conditions that may arise during the execution of the work. The allowance will be listed as a separate line item on payment applications until such time as it is reduced by reallocating funds within the contract from the contingency balance. All remaining allowance funds at the end of the project will be returned to the project budget by executing a credit change order to the contract. Refer to the section entitled Allowances in the project manual for further details regarding the allowance.

IV Questions and Answers

1. Is Affidavit A required to be submitted if the Bidder will be self-performing? *Answer: No. If the Bidder will be self-performing meaning there are no subcontracts for any portions of the work of the project, then there are no opportunities participation in the work of the project by others and Affidavit B can be used.*
2. Is it required to include expediting fees for equipment in the Bid Price? *Answer: Yes – if expediting fees are required to meet the project schedule.*
3. What if equipment that is expected to be delivered in time to meet the project schedule cannot be sourced – even with expediting fees? *Answer: If this is the case notify the engineer and we will investigate and address it accordingly and recommend options to Owner. Any changes to work or schedule will be published in addenda.*
4. Could existing gear possibly be reused temporarily to meet schedule and new gear installed after the scheduled completion dates? *Answer: Possibly, but the existing gear breakers are 50 amp and we need 30 amp. Breakers would have to be changed or feeders would need to be sized for 50 amps. Engineer will discuss options with Owner including possible pre-order of gear ahead of contract award. Any changes will be published in addenda.*

V Viewed existing facilities

VI Meeting adjourned.

End of Minutes