

**Northwoods Park Middle School Gymnasium & Renovations**  
**Project No. 2022035**  
**Pre-Bid Conference Agenda**  
**March 19<sup>th</sup>, 2024, at 10:00 a.m.**



**Owner:** Onslow County Schools  
200 Broadhurst Rd.  
Jacksonville, North Carolina 27870

**Location:** 904 Sioux Dr, Jacksonville NC 28540

**Architect:** Smith Sinnett Architecture, P.A.

4600 Lake Boone Trail, Suite 205  
Raleigh, NC 27607  
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On behalf of the Owner and Smith Sinnett Architecture, we would like to thank you for your interest and attendance at this Pre-Bid Conference.

**I Bid:**

Bids will be received until **2:00 pm on Thursday April 11<sup>th</sup>, 2024** for a Single Prime Contract at:

Onslow County Schools Administration  
200 Broadhurst Road  
Jacksonville, NC 28540  
• Meeting Room #4

*As this is a formal bid process, all bids will be opened publicly at 2:00 p.m. on the date listed above.*

**II Bid Day Documents:** Refer to Specifications.

1. Proposal Form - Signed, Sealed and Attested (or witnessed)
2. Bid Bond (5%) or Certified Check (5%)
3. Minority Business Guidelines (10% Goal)
4. Affidavit A or Affidavit B
5. E-Verify Affidavit – Exhibit A
6. Bid envelope should be sealed with the following information listed on the outside of the envelope.
  - a. Bidder's Name and Address
  - b. North Carolina Contractor's License Number
  - c. Name of Project
7. If awarded the Contract, the Bidder must provide an executed Performance Bond and Payment Bond for 100% of the Contract by a company licensed in North Carolina. Certificates of Insurance meeting the requirements indicated in the Specifications will also be required.
8. Any bids that have qualifying notes or comments will be rejected.
9. For mailed bids, it is the contractor's responsibility to ensure the bid arrives prior to the bid opening time. Place the bid in a double envelope with "Sealed Bid Do Not Open" written on the envelope.

III Alternates / Allowances:

ALTERNATES:

- A. **Alternate No. 1; Paint Existing Exposed Steel:** State the amount to be added to the Base Bid for providing all labor and materials to prepare and paint all exterior exposed steel as shown and noted in the Contract Drawings per the plans and specifications.
- B. **Alternate No. 2; Owner Preferred Door Hardware Manufacturers:** State the amount to be added to the Base Bid for providing all labor and materials indicated and required to accomplish Work involved in providing the Owner Preferred Manufacturers Listed Below:
1. Door Locks: Manufacturer / Schlage
  2. Exit Devices: Manufacturer / Von Duprin
  3. Closers: Manufacturer / LCN
- C. **Alternate No. 3; Owner Preferred Plumbing Manufacturer:** State the amount to be added to the Base Bid for providing all labor and materials indicated and required to accomplish Work involved in providing the Owner Preferred Manufacturers Listed Below:
1. Water Cooler with Bottle Filler: Manufacturer / Elkay
- D. **Alternate No. 4; Owner Preferred Mechanical Manufacturers:** State the amount to be added to the Base Bid for providing all labor and materials indicated and required to accomplish Work involved in providing the Owner Preferred Manufacturers Listed Below:
1. HVAC Equipment for Chillers and Air Handlers: Manufacturer
    - a. Trane – For the Existing Building Renovation portion of the project
    - b. Aaon – For the new Gymnasium Building
  2. HVAC Controls: Manufacturer / Schneider **OR** Brady
- E. **Alternate No. 5; Owner Preferred Electrical Manufacturers:** State the amount to be added to the Base Bid for providing all labor and materials indicated and required to accomplish Work involved in providing the Owner Preferred Manufacturers Listed Below:
1. Fire Alarm System: Manufacturer / Notifier
  2. Electrical Equipment: Manufacturer / Square D
  3. Intercom Equipment: Manufacturer / Nyquist Paging
- F. **Alternate No. 6; Owner Preferred Termite Treatment Manufacturer:** State the amount to be added to the Base Bid for providing all labor and materials indicated and required to accomplish Work involved in providing the Owner Preferred Manufacturers Listed Below:
1. Termiticide / Termidor SC
- G. **Alternate No. 7; Owner Preferred Translucent Wall Manufacturer:** State the amount to be added to the Base Bid for providing all labor and materials indicated and required to accomplish Work involved in providing the Owner Preferred Manufacturers Listed Below:
1. Translucent Wall Assemblies / Kalwall
- H. Note that for any and all Preferred Alternates, equal products are **ONLY** allowed in the Base Bid.

## ALLOWANCES

(Refer to Division 01 Section 01 21 00 – Allowances for amounts to be included in bid) \*\*\* Follow the below numbering when filling out the proposal form.

- A. **Allowance No. UP/A-1:** Unsuitable soils removal and disposal off-site.
1. Purpose: To adjust the contract sum in case a quantity different from that indicated in the allowance is required.
  2. Unit of measurement: cubic yard in place prior before removal.
  3. Include the following in the unit price:
    - a. Excavation, loading, transport and legal disposal of all materials.
    - b. All disposal fees.
    - c. Overhead and profit.
  4. Include all other related costs in the contract sum.
  5. Method of measurement: Quantities will be verified by a soils and materials engineer employed by the Owner.
  6. Quantity Allowance: Coordinate unit price with allowance adjustment requirements of Division 01 Section "Allowances."
  7. **Allowance Quantity: 1,000-cy.**
- B. **Allowance No. UP/A-2:** Replacement of removed rock or unsuitable soils removal with off-site suitable soil in-place.
1. Purpose: To adjust the contract sum in case a quantity different from that indicated in the allowance is required.
  2. Unit of measurement: cubic yard of void to be filled.
  3. Include the following in the unit price:
    - a. Suitable soil materials from Contractor's off-site source.
    - b. Excavation, loading, transport, placement, moisture control and compaction of suitable soil into void remaining from removed rock or unsuitable soil.
    - c. Overhead and profit.
  4. Include all other related costs in the contract sum. Unit price shall not include the excavation of unsuitable soil or rock.
  5. Method of measurement: Quantities will be verified by a soils and materials engineer employed by the Owner.
  6. Quantity Allowance: Coordinate unit price with allowance adjustment requirements of Division 01 Section "Allowances."
  7. **Allowance Quantity: 500-cy.**
- C. **Allowance No. UP/A-3:** Replacement of authorized excavation of unsuitable soils or rock with Aggregate Base Course (ABC) stone material.
1. Purpose: To adjust the contract sum in case a quantity different from that indicated in the allowance is required.
  2. Unit of measurement: cubic yard of void to be filled, compacted in place.
  3. Include the following in the unit price:
    - a. Certified ABC materials from Contractor's off-site source.
    - b. Excavation, loading, transport, placement, moisture control and compaction of materials into void remaining from removed rock or unsuitable soils.
    - c. Overhead and profit.
  4. Include all other related costs in the contract sum. Unit price shall not include the excavation of unsuitable soil or rock.
  5. Include costs related to removal of rock or unsuitable soil in other Unit Prices.
  6. Method of measurement: Quantities will be verified by a soils and materials engineer employed by the Owner.
  7. Quantity Allowance: Coordinate unit price with allowance adjustment requirements of Division 01 Section "Allowances."
  8. **Allowance Quantity: 250-cy.**

- D. **Allowance No. UP/A-4:** Replacement of authorized excavation of unsuitable soils or rock with #57 Washed Stone material.
1. Purpose: To adjust the contract sum in case a quantity different from that indicated in the allowance is required.
  2. Unit of measurement: cubic yard of void to be filled, compacted in place.
  3. Include the following in the unit price:
    - a. Certified #57 Washed Stone materials from Contractor's off-site source.
    - b. Excavation, loading, transport, placement, moisture control and compaction of materials into void remaining from removed rock or unsuitable soil.
    - c. Overhead and profit.
  4. Include all other related costs in the contract sum. Unit price shall not include the excavation of unsuitable soil or rock.
  5. Include costs related to removal of rock or unsuitable soil in other Unit Prices.
  6. Method of measurement: Quantities will be verified by a soils and materials engineer employed by the Owner based on volume of void to be filled.
  7. Quantity Allowance: Coordinate unit price with allowance adjustment requirements of Division 01 Section "Allowances."
  8. **Allowance Quantity: 250-cy.**
- E. **Allowance No. UP/A-5:** Woven Geo-Textile Fabric in place.
1. Purpose: To adjust the contract sum in case a quantity different from that indicated in the allowance is required.
  2. Unit of measurement: square yard of ground surface covered. Overlap, waste or excess shall not be included in payment measurements.
  3. Include the following in the unit price:
    - a. Materials and transport to site.
    - b. Unloading, handling, and placement.
    - c. Overhead and profit.
  4. Include all other related costs in the contract sum.
  5. Method of measurement: Quantities will be verified by a soils and materials engineer employed by the Owner.
  6. Quantity Allowance: Coordinate unit price with allowance adjustment requirements of Division 01 Section "Allowances."
  7. **Allowance Quantity: 260-sy.**
- F. **Allowance No. UP/A-6:** Biaxial Geo-Grid in place.
1. Purpose: To adjust the contract sum in case a quantity different from that indicated in the allowance is required.
  2. Unit of measurement: square yard of ground surface covered. Overlap, waste or excess shall not be included in payment measurements.
  3. Include the following in the unit price:
    - a. Materials and transport to site.
    - b. Unloading, handling, and placement.
    - c. Overhead and profit.
  4. Include all other related costs in the contract sum.
  5. Method of measurement: Quantities will be verified by a soils and materials engineer employed by the Owner.
  6. Quantity Allowance: Coordinate unit price with allowance adjustment requirements of Division 01 Section "Allowances."
  7. **Allowance Quantity: 260-sy.**
- G. **Allowance No. UP/A-7:** Subsurface Drain.
1. Purpose: To adjust the contract sum in case a quantity different from that indicated in the allowance is required.

2. Unit of measurement: linear foot of 24" wide x 36" deep backhoe excavated trenches filled with NCDOT No. 57 Stone encapsulated in non-woven geotextile fabric, Mirafi 140N, or approved equal. 4" perforated HDPE pipe installed near bottom of drain. Drain by gravity at a minimum slope of 0.25 percent.
  3. Include the following in the unit price:
    - a. Materials and transport to site.
    - b. Unloading, handling, placement, and compaction.
    - c. Overhead and profit.
  4. Include all other related costs in the contract sum.
  5. Method of measurement: Quantities will be verified by a soils and materials engineer employed by the Owner.
  6. Quantity Allowance: Coordinate unit price with allowance adjustment requirements of Division 01 Section "Allowances."
  7. **Allowance Quantity: 500-lf.**
- H. **Allowance No. UP/A-8:** Topical Moisture Mitigation System
1. Include sufficient moisture vapor mitigation system to be applied to the existing building's concrete slab as an Allowance in the Base Bid where moisture emissions exceed 5 lbs / 1000sf in 24 hours. Allowance shall be based on the unit price quoted in the Proposal.
  2. **Quantity: 8,000 sf.**
- I. **Allowance No. A-9:** Access Control – Security Cameras, Intrusion Detection, & Card Readers
1. Allow a lump sum for purchase and installation of Security Cameras, Intrusion Detection, and a complete Access Control System, as required by the Owner for connections between existing system and new addition and renovations, and as defined by and specified in contract documents. **Lump Sum: \$90,000.**
- J. **Allowance No. A-10:** Structured Cabling
1. Allow a lump sum for purchase and installation of structured cabling, as defined by and specified in contract documents. **Lump Sum: \$60,000.**
- K. **Allowance No. A-11:** Technology, Furnishings, & Gymnasium Sound System
1. Allow a lump sum for purchase and installation of network electronics and furnishings, including but not limited to switches, wireless access points, (6) mobile display carts with monitors, and complete gymnasium sound system as defined by and specified in contract documents. **Lump Sum: \$110,000.00.**
- L. **Allowance No. A-12:** Appliances
1. Allow a lump sum for purchase and installation of appliances, as defined by and specified in contract documents. **Lump Sum: \$15,000.00.**
- M. **Allowance No. A-13:** Signage
1. Allow a lump sum for purchase and/or construction of wayfinding, site signage, interior graphics, interior panel signage, fire extinguisher signage, and dimensional lettering, as defined by and specified in "Signage" section of Division 10. Signage material and applicable sales taxes will be paid for as part of this allowance. Note: Labor for Sign Installation shall be included in the Base Bid. **Lump Sum: \$10,000.00.**
- N. **Allowance No. A-14:** Bi-directional Amplification (BDA)
1. Allow a lump sum for purchase and installation of a BDA system. Determination of the need of a BDA system will be determined via field testing which will occur near the end of construction.
  2. **Lump Sum: \$75,000.**
- O. **Allowance No. A-14:** Contingency
1. Contingency allowance shall be provided as follows and the price shall be adjusted based on the actual cost of subcontracts, materials, and labor, excluding overhead and profit. Allowances for overhead and

profit shall be provided within the contract price. If there is unused allowance at the conclusion of the project, the allowance plus 5% profit will be deducted from the contract.

2. **Contingency: \$385,000.00**

**IV E-Procurement Vendors**

E-Procurement rules WILL apply for Registered E-Procurement Vendors only. If the low bidder is an E-Procurement Vendor, the owner will not be responsible for any fees associated with the E-Procurement process incurred by the low bidder or any subcontractor. Refer to 009010 Special Conditions Article 8.

**V Schedule:**

Notice to Proceed:

Substantial Completion Phase 1

Substantial Completion Phase 2

Final Completion:

May 10<sup>th</sup>, 2024 - *anticipated*

June 1<sup>st</sup>, 2025

December 1<sup>st</sup>, 2025

30 days after Substantial Completion

**VI Liquidated Damages:**

See Supplementary General Conditions: \$1,000.00 each calendar day in excess of the stated completion time.

**VII Examination of Bid Documents:**

All Bidders are expected to fully examine and familiarize themselves with the Drawings, Specifications and Existing Conditions. All Bidders should read the scopes of the bid package. Any questions or clarifications should be directed to the Architect. No allowances will be made after the bids are received for any oversight due to failure to examine the documents.

**VIII Substitutions:**

Substitutions or approvals of "Equals" will only be accepted if approved by the Architect in writing at least seven (7) days business prior to the receipt of bids: April 2<sup>nd</sup>, 2024.

**IX Technical Questions:**

Technical questions should be submitted to the Architects representative as soon as possible by phone or preferred email.

Amber Christensen  
achristensen@smithsinnett.com  
(919) 781-8582

**X Construction Documents:**

This is a formal bid and construction documents and specifications are available in PDF format upon ShareFile link request. All addenda as well as the plan holders list will also be posted to the Smith Sinnett Architecture website under the "Documents" tab. If you have any issues or cannot download any of the documents, please let us know and we will work to make sure you can get them.

**XI Addenda:**

Addenda will be the responsibility of the contractor and every effort will be made to emailed everyone on the Architect's plan holders list.

**XII Plan Holders and Bidders List:**

Plan Holders and Bidders List will be posted on our website. @ <http://smithsinnett.com/documents/>

**XII Sexual Offender Registry Check Certification Form**

Exhibit B – Required Prior to Award

All Contractor, Subcontractor, and other individuals must sign in at the school to verify no person is on the registry.

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**Project No. 2022035**  
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**March 19<sup>th</sup>, 2024, at 10:00 a.m.**

**smithsinnett**  
ARCHITECTURE

**XIV Architect's brief description of the project:**  
*Verbal description / discussion / walk the project site*