

ADDENDUM NO. 3

DATE: May 15, 2023

PROJECT: NC Department of Adult Corrections
Tyrrell Prison Work Farm – Air Conditioning Installation
SCO ID#22-25530-01A

OWNER: NC Department of Adult Corrections
2020 Yonkers Road, Raleigh, NC 27699

ENGINEER: Dewberry Engineers Inc.
2610 Wycliff Road, Suite 410, Raleigh, NC 27607

This Addendum, applicable to the work designated herein, shall be understood to be and is an Addendum to the contract documents and, as such, shall become a part of and included in the contract.

1. Please see attached May 10th, 2023 Pre-Bid Meeting Minutes (2nd pre-bid meeting). The Pre-Bid Meeting Minutes shall become part of the contract documents.

Attached: 1. May 10th Pre-Bid Meeting Minutes

End of Addendum No. 3



Dewberry Engineers Inc.
2610 Wycliff Road, Suite 410
Raleigh, North Carolina 27607-3073

(919) 881-9939 Phone
(919) 881-9923 Fax

Prepared by: Johnny Wood

DDI Project No.: 50153654

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SCO ID #: 22-25530-01A

Date: May 10, 2023

Purpose: Pre-Bid Meeting

Items Discussed:

1. Johnny Wood thanked everyone for their interest in the project and attendance at the pre-bid meeting.
2. Johnny Wood discussed the Owner and Design Team members. The NC Department of Adult Corrections (DAC) representative is Matthew Wells. The Dewberry Team is Johnny Wood-Mechanical, Peter Andersen-Electrical, Adam Hayes-Structural, Fred Rash-Civil, and Raymond Engineering -Architecture, and Johnny Wood. Johnny Wood will be contact during construction.
3. All members present indicated they had received the project drawings and project manual?
4. Johnny Wood explained the general Scope of Project:
 - Install air conditioning to the existing Prison Work Farm.
 - Installation of air cooled chillers, pumps, chilled water piping, air handling units, controls, etc.
 - Construction of a small new building to house the chilled water pumps and accessories.
 - Supporting general and electrical support needed for the HVAC installation.
 - Project Location: 620 Snell Road, Columbia, NC 27925
 - Construction time frame is 365 calendar days. We understand the equipment lead times the industry is facing during these times. There was somewhat of a concern with the construction time frame of 365 days. The DAC is well aware of lead time issues and stated that the duration can be extended based on lead times provided by vendors. DAC has not had any problems with this approach in the past as long as the contractor keeps good documentation from the vendors and communicates with DAC.
5. Johnny Wood indicated to be familiar with the General Conditions. These are standard Formal General Conditions.
6. Johnny Wood indicated to please note the Supplementary Conditions.
 - a. A work schedule will be established during construction that goes along with the operation of the facility. DAC stated that they are flexible with work hours. The most efficient method is to make sure that starting and stopping times do not coincide with staff shift changes. Starting or stopping 30 minutes before or 30 minutes after a shift change is best.
 - b. Background Checks will be required for all staff working on site.
 - c. Tools need to be checked and inventoried at the beginning and end of every day. This process is usually efficient and can be achieved in about 10 minutes if the contractor

- keeps everything organized.
- d. The Owner representatives present presented additional security measures, policies, for the Contractors to understand:
 - i. No phones on site, except for the superintendent.
 - ii. Security procedures for deliveries will be discussed after the project is awarded. DAC indicated that there is a procedure but usually runs smoothly with there is good contractor coordination and communication.
 7. Johnny Wood indicated Liquidated Damages are included in the Contract. \$500/day for any days in excess of the Completion date. Again, we will work through any lead time issues.
 8. Johnny Wood explained the Bid Form:
 - a. Single Prime Bid.
 - b. No unit prices.
 - c. No allowances.
 - d. Two (2) manufacturer preferred alternates.
 - e. MBE documentation is required to be submitted with the bid. Affidavit A or B with bid.
 - f. Bid bond is required.
 9. Johnny Wood noted both Performance Bond and Payment bond are required.
 10. Johnny Wood indicated a Photo ID must be generated and worn by all Contractors at all times on site during construction.
 11. Johnny Wood discussed a portion of the Temporary Facilities required by the contract:
 - a. Contractor shall be allowed to utilize existing electricity and water, if in the area of work. If not in the area, Contractor shall provide their own. Contractor shall repair all utilities back to original working order after reused.
 - b. Contractor shall provide their own toilets for use.
 - c. Other staging areas needed will be coordinated during construction.
 - d. DAC noted that they own the land outside of the perimeter fence and the contractor can use those locations for con-ex containers, staging, etc. DAC staff periodically do fence walks throughout the day and night, so security of items outside of the fence should not be a major concern.
 - e. DAC noted the access gates for the perimeter fence and the mechanical area fence which will allow for larger deliveries and concrete trucks.
 12. Johnny Wood noted there will be State Construction Electrical Inspections to be coordinated with the Owner & State Construction Office during the construction phase.
 13. DAC does not have a service contract for the existing fire alarm system. DAC has certified service technicians in house that normally do all of their fire alarm system maintenance. It was noted that the existing fire alarm system is a Simplex 4100 ES system.
 14. DAC believes there is already an available network drop, but if not DAC will arrange for one.
 15. DAC stated that currently, one wing of the dormitory (5 dorms) is not currently occupied. If these dorms remain vacant, DAC would like the contractor to perform work and conduct air shutdowns on the vacant side first. This should allow for the inmates to be shifted after one side is complete to allow for the other 5 dorms to be vacated. Matt Wells stated that the current occupancy condition could change. DAC would also like to make sure the work is performed in a manner that limits downtime and interruptions to occupied areas. For instance, work on the hot water system should take place outside of the heating season. Work for the admin portion of the building should not take place at a time where cooling or heating will be greatly impacted. The admin portion of the building houses the infirmary area for the campus. Careful coordination between the contractor and DAC should go a long way towards mitigating and minimizing major disruption.
 16. Matt Wells stated that there will not be an E-procure system for this project.
 17. It was noted that SCO will have a representative for construction meetings.

18. Matt Wells indicated that there will be limited commissioning, but noted to refer to the control specifications for specific items that may be required related to controls. It was noted that we will have SCO final inspections and that we will have to have functional testing of equipment as it relates to fire alarm interfaces and smoke / purge system operation.
19. DAC confirmed that the building is served by natural gas and it is believed that the underground gas service is plastic. The old propane lines are likely abandoned in place.
20. DAC noted that all of the ductwork for the two existing H&V units is lined.
21. It was noted that the make-up water backflow preventer in the boiler room has been leaking and corroding the drain and domestic water piping below. Replacement of the backflow preventer was included in Addendum #1.
22. Johnny Wood indicated any bid clarification questions should be submitted in writing to us at the following contact information:
 - Johnny Wood
 - Dewberry Engineers Inc.
 - 2610 Wycliff Road, Suite 410
 - Raleigh, NC 27607
 - (919) 215-2010
 - jwood@dewberry.com
- a. Also please copy Matt Wells with the NC Department of Adult Corrections at matthew.wells@dac.nc.gov
23. Johnny Wood noted project bids will be received up until 1:00pm on Wednesday, May 24th, 2023 at Central Engineering Large Conference Room, 2020 Yonkers Road, Raleigh, NC 27699. Enter through Door #4. No fax or email bids will be accepted.
24. Johnny Wood indicated all questions must be submitted by end of day on Tuesday, May 16th by noon. An addendum will be issued on Wednesday, May 17th, if needed to respond to any questions. This would be (7) days prior to the bid opening. Please go ahead and take a look at the documents with-in that time frame so we will be in a position to where we can respond to any questions.
25. All parties present visited the project site to view the existing conditions. The team walked the area behind the mechanical rooms where most of the work is to take place. The team viewed the mechanical rooms, electrical room, and boiler room. DAC will verify that the boiler inspection paperwork is current so that we have no issues with SCO during inspections.

