

August 24, 2023

Attention: ALL PLAN HOLDERS

**Re: ADDENDUM No. 1**  
**North Carolina Department of Agriculture & Consumer Services**  
**Eddy Building – HVAC & Lab Exhaust Upgrades & Repairs**  
**SCO ID#22-24510-01A**  
**RMF Project # 02220164.A0**

The following items are issued as Addendum No.1 for the referenced project and are considered a part of the contract documents:

**CLARIFICATIONS:**

1. **Question:** What are the expected working hours?  
**Answer:** Normal working hours are anticipated for this project. Other hours may be permitted by proper notification and approval by the Owner.
2. **Question:** What is the time of completion for this project?  
**Answer:** The contractor shall complete all work within 465 consecutive calendar days from Notice to Proceed as outlined in the Supplementary General Conditions.
3. **Question:** Is there any fire alarm scope of work?  
**Answer:** We do not anticipate fire alarm modifications for this project. Sheet M-402 indicates an existing duct detector in AHU-1A and AHU-1B. However, this is for reference only.
4. **Question:** Will temporary protection of existing lab equipment be required for the work in the lab spaces?  
**Answer:** Yes, temporary protection of the existing lab equipment will be required for work in the lab spaces. Specification 015000 – Temporary Facilities will be revised to include additional information for protecting lab equipment. The revision will be released and noted in Addendum #1.
5. **Question:** Will roof flashing be required?  
**Answer:** Roof flashing will be required. The roof is currently under warranty by the manufacturer Firestone.

Distribution: ALL PLAN HOLDERS

Kyle Pittman

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Drawings/sketches attached: None

Specifications or comment/data sheets attached: Pre-Bid Meeting Minutes/Sign-in Sheet

END OF ADDEDNUM NO. 1

Sincerely,

RMF Engineering, Inc.



Kyle L. Pittman, PE  
Project Manager

## PRE-BID MEETING MINUTES JULY 27, 2023

### Item   Description

1. Introduction of NCDA&CS Representatives  
Dr. Colleen Hudak-Wise (Director of Agronomic Division)  
Chris Petoletti (Maintenance Mechanic and Safety Officer)
  
2. Introductions of RMF Representatives  
Kyle Pittman (Project Manager)  
(919) 502-9177  
[Kyle.Pittman@rmf.com](mailto:Kyle.Pittman@rmf.com)  
  
Frankie Thompson (Mechanical Senior Designer)  
(919) 251-6396  
[Frankie.Thompson@rmf.com](mailto:Frankie.Thompson@rmf.com)
  
3. Review of Bid Documents
  - General overview of project scope
    - Demolition consists of the removal of existing chiller and removal of existing roof exhaust fans along with their associated disconnect switches and power circuits; removal of the inlet guide vanes and fan motors on AHU-1A & AHU-1B and other work indicated in the Contract Documents.
    - New work consists of the installation of a new air-cooled chiller along with reworking of the chilled water piping system; installation of new roof exhaust fans, rework of the existing duct system.
    - Alternate #1: Install a new ductless split system in 137 Mechanical Room.
    - Alternate #2: Install a second chilled water pump to provide 100% chilled water pumping redundancy.
    - Alternate #3: Install VFD's in lieu of motor starters for the exhaust fans.
    - Alternate #4: Retrofit AHU-1A & AHU-1B with inverter-duty supply fan motors and VFD's.
    - Preferred Brand Alternate: Siemens Building Automation and Controls
      - Justification: Siemens Building Automation and Controls are the existing manufacturer for HVAC controls in the building. Therefore, including Siemens as the preferred brand alternate would provide cost savings and maintain the function of the existing system.
  - Review of Contract Documents
    - Form of Proposal
      - Single Prime Contract
      - Include dollar amounts for base bid and all alternates.
      - Confirmed received addendum.
    - MBE Forms
      - Bidders must submit **with their bid** the Identification of Minority Business Participation Form listing all MBE 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 must also be submitted **with their bid**.

- Failure to file a required affidavit or documentation with the bid may be grounds for rejection of the bid.
    - Liquidated Damages
      - \$250/day after bid calendar days.
  - Mandatory Safety Training:
    - All contractors including subcontractors shall participate in a mandatory training orientation prior to working on the jobsite. Estimated 15 minutes.
4. Bid Opening Date, Time, and Location
- **Thursday, August 31, 2023**
  - Mailed or delivered by hand to the Eaddy Building (4300 Reedy Creek Road, Raleigh, NC 27607)
    - a. *Hand delivered is recommended.*
  - All bids to Dr. Colleen Hudak-Wise’s attention.
  - Time cut off for accepting bids: 3:00 PM
  - Bids will be opened immediately after.
5. Processing of Addendum prior to bid opening
- Questions must be submitted in writing to RMF.
  - **Last Date for Questions: Tuesday, August 22, 2023**
  - **Date that last Addendum will be published: Thursday, August 24, 2023**

#### ON SITE QUESTIONS

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4. **Question:** Is there any fire alarm scope of work?  
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5. **Question:** Will temporary protection of existing lab equipment be required for the work in the lab spaces?  
**Answer:** Yes, temporary protection of the existing lab equipment will be required for work in the lab spaces. Specification 015000 – Temporary Facilities will be revised to include additional information for protecting lab equipment. The revision will be released and noted in Addendum #1.

6. **Question:** Will roof flashing be required?

**Answer:** Roof flashing will be required. The roof is currently under warranty by the manufacturer Firestone.

**PRE-BID MEETING  
ATTENDANCE SIGN-IN  
JULY 27, 2023 @ 9:00AM**

<u>Name</u>	<u>Company</u>	<u>Phone</u>	<u>Email</u>
MICHAEL PARNELL	BULTON CONST.	919-812-5953	michael.parnell@bultonconst.com
Mary Taylor <sup>Admin</sup> <sub>office</sub>	NCDA + CS - Agronomic	919-	Mary.Taylor@NCAAR.GOV
John Wesson	MTC Mech	919-889-9073	john@MTCMECH.COM
Don Cunningham	MTC MECH	919 819 9675	dcunningham2@gmail.com
CHUCK CHARTON	WUTTRICH ELECTRIC	919-697-1988	CHARTON@WUTTRICH.COM
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