

WAKE COUNTY
APEX MAIN EMS STATION

6950 APEX BARBECUE ROAD, APEX, NORTH CAROLINA 27502
 WAKE COUNTY REQUEST FOR BIDS NUMBER: RFB-23-080

MEETING DATE/LOCATION/TIME **OCTOBER 5, 2023, AT 2:00PM**

WAKE COUNTY EVA PERRY REGIONAL LIBRARY – LARGE CONFERENCE ROOM
 2100 SHEPARD’S VINEYARD DRIVE, APEX, NORTH CAROLINA 27502

MEETING ATTENDEES

NAME	COMPANY	PHONE	EMAIL
Tommy Moorman	Wake County Facilities Design & Construction	(919) 856-6354	tommy.moorman@wake.gov
Paul Stewart	Williard Stewart Architects, PA	(919) 740-5521	paul@wscarchitects.com
Tom Perrotta	Racanelli Construction	(919) 363-3600	tperrotta@racanelliconstruction.com
Artie Pressly	TCC Enterprises	(919) 496-3111	artie.tcc@gmail.com
Justin Graves	Hamlett Associates, Inc.	(336) 214-9377	jgraves@hamlettai.com
JD Swann	Hamlett Associates, Inc.	(336) 708-2291	jdswann@hamlettai.com
Jim Sabino	Primus Structures	(252) 764-2455	jims@primuscontracting.com
Dillan Greene	G&G Builders of Wendell	(919) 817-1512	dillan@ggbuildersnc.com
Justin Jackson	G&G Builders of Wendell	(919) 669-2425	justin@ggbuildersnc.com
Keith Williams	Consigli Construction Co. Inc.	(613) 513-1440	kwilliams@consigli.com
Dean Denning	Monteith Construction	(919) 750-4198	ddenning@monteithco.com
Wes Waller	Carolina Bay Construction	(919) 429-4240	wwaller@carolinabayconstruction.com
Austin Riccio	Barr Construction Company, Inc.	(336) 274-2477	bids@barconstruction.com
Joshua Reeder	Salisbury Moore	(984) 302-7838	joshua.reeder@salisburymoore.com
Tim Cothran	Riggs Harrod Builders Inc.	(919) 687-0111	tcothran@riggsharrod.com
Chandler Wynn	CMC Building Inc.	(336) 970-0861	cwynn@cmcbuildinginc.com
Michael Benson	Consigli Construction Co. Inc.	(919) 474-0873	mbenson@consigli.com
Monica Deason	Wall Recycling	(919) 886-0086	mdeason@wallrecycling.com
Jason Mason	Focus Design Builders, LLC	(919) 710-3821	jmason@focusdesignbuilders.com
Brandon McLamb	Timmons Group	(919) 866-4935	brandon.mclamb@timmons.com
Charles Keller	Harrod & Associates Constructors, Inc.	(919) 828-7782	estimating@harrodandassoc.com
Johnny Wood	Dewberry	(919) 215-2010	jwood@dewberry.com
David Williams	Focus Design Builders, LLC	(919) 427-4165	dwilliams@focusdesignbuilders.com
Sarah Kahr Richter	Wake County Facilities Design & Construction		sarah.kahrrichter@wake.gov

1. INTRODUCTIONS

- a. Following introductions of Wake County Facilities Design & Construction, Wake County EMS, Williard Stewart Architects (WSA), Timmons Group, and Dewberry Staff, Paul Stewart with WSA provided a brief overview of the project scope and bidding requirements.
- b. A sign-in sheet was circulated during the Pre-Bid Conference. A scanned copy of the original sign-in sheets is attached to these minutes.

2. GENERAL INFORMATION

- a. The purpose of the meeting was to provide general information to bidders. Bids should be based on the plans and specifications and not on oral information that was provided at the meeting or at any other time by any of the project participants.
- b. This Meeting was Non-Mandatory for all interested General Contractors.
- c. This project is being bid as a Single Prime Contract only. All contractors must have a valid General Contractor license in the state of North Carolina.
- d. Plans are available via email. If you have not already received the plans and specifications, contact Paul Stewart with Williard Stewart Architects PA (paul@wscarchitects.com) for the online file sharing link to the PDF copies of the documents. No plan deposit is required.

3. CRITICAL ITEMS FOR BIDDERS

- a. Time and Date for Receipt of Bids: **Thursday, October 26, 2023, at 2:00 PM**
- b. Bid Opening Location: Wake County Purchasing Department
Wake County Justice Center
301 S. McDowell Street
Suite 2900
Raleigh, North Carolina 27601

NOTE: Be sure to allow enough time for parking in downtown Raleigh and for entering the Justice Center. Each person entering the Justice Center will be required to go through a security checkpoint. Weapons and items such as mace, scissors, and knives are prohibited in the Justice Center.

- c. **Deadline for Contractor Questions:**
 - i. All questions, substitution requests, and clarification requests shall be submitted to the Architect in writing via email. Neither the Designers nor the Owner shall be responsible for oral instructions.
 - ii. Questions should be emailed to Paul Stewart at paul@wscarchitects.com. Bidders are asked not to contact the Owner or Design Team consultants directly.
 - iii. All questions, substitution requests, and/or clarifications must be submitted by **4:00 PM on Wednesday, October 18, 2023**.
- d. **Bidding Process:**
 - i. Refer to 00200 – Instructions to Bidders within Project Manual for details on bidding requirements.
 - ii. All items on the Bid Form must be filled in. Alternates or other items that may have no cost should be marked as 0.00 / zero dollars as the amount (do not leave blank).
 - iii. One copy of both the Bid Bond and Bid Form is acceptable.
 - iv. Late submissions or submissions deemed as 'non-responsive' will be returned unopened.
 - v. Bid opening will occur immediately following submission of the bids at the time, date and location noted above. The Bid opening will follow formal bidding process for public bids with bids opened, read aloud, and recorded.
 - vi. Required Bond will be verified first prior to opening Bid and support documents envelope. Any submissions determined to be lacking required Bid Bond documents will not be opened.
 - vii. Bid bond of 5% is required with formal bid. No bid will be considered or accepted unless accompanied by this bid bond. Use of a Bid Bond form other than the one provided within the Project Manual may result in disqualification of the bidder.
 - viii. No bid may be withdrawn for ninety (90) days after the bid opening. The Owner reserves the right to reject any or all bids and to waive informalities.

4. BID DOCUMENT REQUESTS AND DISTRIBUTION

- a. Bid Documents can be obtained by submitting an email request to Paul Stewart at Williard Stewart Architects, PA at the following address: paul@wscarchitects.com.
- b. No plan deposit is required.
- c. Bidders should review all Bid Documents (Drawings, Project Manual, and Addenda).
- d. Bid Documents are also available at the following online plan rooms / plan services:
 - i. Dodge Data & Analytics (Construction.com, Formerly McGraw-Hill Construction Dodge)
 - ii. CMD Group (Part of the Construct Connect/iSQFT Network of Plan Rooms)
 - iii. Carolina AGC Inc. (Part of the Construct Connect/iSQFT Network of Plan Rooms)
 - iv. Hispanic Contractors Association of the Carolinas (HCAC) (Part of the Construct Connect/iSQFT Network of Plan Rooms)
 - v. NC Institute for Minority Economic Development (NCIMED) | National Institute for Economic Development
- e. **An updated Bid Proposal Form will be issued in a forthcoming Addendum to update the project Alternates. See Item 6c below. Be sure to use the latest, updated Bid Proposal Form with your bid submission.**

5. MINORITY BUSINESS ENTERPRISE REQUIREMENTS

- a. Wake County Minority Business Enterprise Participation requirements encourages and provides equal opportunity for MWBE participation.
- b. County's goal is to contract or sub-contract 10% to Certified MWBE's on construction projects over \$300,000.
- c. Bidders must agree to follow Minority Business Guidelines and exercise good faith efforts to recruit and select Minority Business Enterprises for participation in any awarded contract.
- d. Prime contractor will be required to identify participation of Minority Businesses in their bid and how participation will be achieved.
- e. Required forms to be submitted with bid are included in the Project Manual:
 - i. **Wake County MBE-1** | Identification of Minority Business Participation Form
 - ii. **Wake County MBE-2** | Listing of Good Faith Effort
 - iii. **Wake County Form MBE-3** | Intent to Perform Contract with Own Workforce*
* Provide Only If Bidder Performs All Work With Own Workforce
- f. **Post Bid Follow Up**
 - i. Upon notification of being the apparent lowest, responsible, responsive bidder, the bidder must then file Wake County Form MBE-4 or MBE-5 with **72 hours** of the notification. Refer to Wake County Minority Business Enterprise documents included within Project Manual for more details.

6. PROJECT OVERVIEW

- a. **Project Scope**
 - i. Construction of a new 4,224 SF 3-bay EMS Station and associated site work.
- b. **Bonding**
 - i. Bid Bond – Not less than 5% of the Proposal. Must provide Bid Bond on Wake County Bid Bond Form included in Project Manual.
 - ii. Performance and Payment Bonds are required (to be submitted prior to the execution of the Contract).
 - iii. General Contractor is also responsible for providing the required NCDOT performance and indemnity bonds for driveway and other encroachments.
 - iv. Bonds are provided by the General Contractor and are not included in the project Permitting Allowance (Allowance No. 7).
 - v. Contractor bonds are to cover the entire project duration. Refer to Item 8b below regarding the overall project duration.
- c. **Alternates**
 - i. The project (*currently*) includes the following Alternates:
 1. **Alternate G-1** | Provide Norman Size Brick Veneer In lieu of Base Bid Modular Size Brick Veneer.
 2. **Alternate G-2** | Provide Owner Preferred Alternate for Hardware as Scheduled. This Owner preferred alternate is required to ensure that the new EMS Station's door hardware, security systems, and keying systems are consistent with Wake County Standards and other existing EMS facilities.
 3. **Alternate E-1** | Provide Owner Preferred Alternate for All Solar Voltaic Equipment and Start-Up Services, Including, But Not Limited To, Solar Panels, Power Optimizers, Combiners, and Inverters with SolarEdge Technologies, Inc Being the Owner's Preferred Manufacturer. This Owner preferred alternate is required to integrate the new EMS Station's solar photovoltaic systems and associated software with existing systems already in use by Wake County at other EMS facilities.

- ii. **An updated list of Alternates and updated Bid Proposal Form will be issued in a forthcoming addendum.** The updated Alternates will include the following revisions:
 - 1. **Alternate G-1:** Norman Size Brick In lieu of Base Bid Modular Brick Alternate to be deleted.
 - 2. **New Solar Photovoltaic (PV) Alternate:** PV System to become an alternate. Base Bid construction will be to only provide infrastructure to support a future PV System. This new alternate will be to add a PV System. An Owner-Preferred Alternate will also be retained to provide the Owner preferred SolarEdge Technologies systems to integrate with existing Wake County PV systems software and operations/maintenance protocols.
 - 3. **New Electric Vehicle (EV) Charging Station Alternate:** The EV Charging Station will become an alternate. Base Bid construction will be to only provide infrastructure to support a future EV System.
 - 4. **New Electric Vehicle Charging Station Owner Preferred Alternate:** A new alternate will be created to provide the Owner's Preferred Alternate EV System manufactured by ChargePoint, Inc. (Basis of Design system included within the Bid Documents). Owner Preferred Alternate is to maintain consistency of operations, software, and maintenance between the new Apex Main EMS Station and other existing Wake County EV installations.
- iii. The existing Alternate number designations may be revised as part of the Alternate updates and additions listed above.
- iv. WSA will issue a **new Bid Proposal Form** that incorporates the Alternate updates noted above. The new Bid Proposal Form will include a bold red updated date within its footer and reminders to use the updated form will be included on all addenda that are distributed.
- d. **Allowances** | The project includes the following Allowances:
 - i. **Allowance No. 1** – Data/Voice Allowance (\$18,000.00)
 - ii. **Allowance No. 2** – Security Allowance (\$26,500.00)
 - iii. **Allowance No. 3** – Landscaping Allowance (\$64,000.00)
 - iv. **Allowance No. 4** – Signage Allowance (\$16,000.00)
 - v. **Allowance No. 5** – Miscellaneous Utility Relocation Allowance (\$20,000.00)
 - vi. **Allowance No. 6** – Masonry Allowance (\$500.00 Per Thousand Face Brick)
 - vii. **Allowance No. 7** – Permitting Allowance (\$55,000.00)
- e. **Unit Prices** | The project includes the following Unit Prices (with associated Allowance Quantities):
 - i. **Unit Price No. 1** – Replacement of Authorized Excavation of Unsuitable Soils with Offsite Aggregate Base Course (ABC) Stone Material.
 - ii. **Unit Price No. 2** – Replacement of Authorized Rock Excavation in Trenches and Pits (Trench Rock) with Offsite Aggregate Base Course (ABC) Stone Material.
 - iii. **Unit Price No. 3** – NCDOT #57 Aggregate
 - iv. **Unit Price No. 4** – Exit Light
 - v. **Unit Price No. 5** – Wall Mounted Communication Outlet with Receptacle
 - vi. **Unit Price No. 6** – 20 amp Electrical Duplex Receptacle and Circuit
 - vii. **Unit Price No. 7** – Six-Port Station Data Outlet
 - viii. **Unit Price No. 8** – Phone Data Drop
- f. **General Notes**
 - i. All work will be conducted in **one phase**.

- ii. All work shall take place during normal business hours, Monday to Friday. Work after normal business hours and/or during weekends will be permitted on a limited basis, with prior approval from the Owner.
- iii. A minimum of 72 hours advance notice will need to be provided in advance of any proposed utility interruptions and/or traffic impacts.

7. PERMITTING

- a. The project is permitted through Wake County, the Town of Apex, and NCDOT.
- b. Contractor is responsible for securing and paying for all permits. The project includes a Permitting Allowance (Refer to Lump Sum Allowance No. 7).
- c. Contractor provided bonds (including the NCDOT required bonds) are not included in Permitting Allowance (Allowance No.7).

8. PROJECT SCHEDULE

a. **Bidding Schedule:**

Contractor Questions Due in Writing Via Email to Williard Stewart Architects	By 4:00 PM on Wednesday, October 18, 2023
Final Addendum to be Issued	By 2:00 PM on Thursday, October 19, 2023
Bid Opening	2:00 PM on Thursday, October 26, 2023

b. **Project Duration:**

- i. The total Contract Time for construction is **three hundred (300) consecutive calendar days** from the Notice to Proceed for Construction.
- ii. A separate shop drawing, submittal, and procurement period with a **sixty (60) consecutive calendar day duration** and separate Notice to Proceed for Submittals and Shop Drawings to proceed the Notice to Proceed for Construction will be added in a forthcoming addendum.
- iii. The sixty (60) consecutive calendar day Submittal and Shop Drawing Duration and three hundred (300) consecutive calendar day Construction Duration will combine to result in an overall project duration of three hundred sixty (360) consecutive calendar days duration.
- iv. Refer to General Conditions / Supplemental General Conditions Article 13 for project liquidated damages rates.

9. EXPECTATIONS DURING CONSTRUCTION

- a. Maintain site safety at all times.
- b. Meet all regulatory agencies' requirements.
- c. Quality workmanship and attention to detail.
- d. Attention to noise control and working hours of construction activities.
- e. Natural areas and existing facilities outside of the limits of construction must be protected.
- f. General Contractor and pertinent Subcontractors are expected to attend regular project meetings.
- g. Maintain regular and proper communication with Owner and Design Team through proper communication channels.
- h. Provide advance notice for activities that will impact surrounding properties including (but not limited to) demolition activities, temporary utility shutdowns, major material deliveries, and construction activities that may affect access or vehicular circulation.
- i. Notify the Architect and Owner of any construction activities that require additional coordination and/or lead times.
- j. Proactive approach to resolving construction issues with the Owner and Design Team.
- k. Coordinate all trades on site and scheduling of work and site access.
- l. Keep a clean and organized site.

10. ADDENDA

- a. **No addenda have yet been issued.** Addenda will be issued to all Contractors and Plan Rooms that have requested or been provided with bid documents from Williard Stewart Architects as well as attendees of the Pre-Bid Conference.

- b. Williard Stewart Architects will also post all addenda and the Pre-Bid Conference Meeting Minutes and Sign-In Sheet Scans to the same Dropbox link used to distribute the Bid Documents.
- c. General Contractors are responsible for distributing addendum to their subcontractors.

11. OTHER QUESTIONS/ISSUES

- a. **Construction Noise, Dust, Cleanliness**
 - i. Wake County FD&C stressed the importance of maintaining a clean, organized construction site. Dust control and compliance with Town of Apex noise ordinances will be critical during construction given the surrounding residential properties.
 - ii. It was noted that the Town of Apex has an established policy for its citizens to contact the Town with concerns related to construction and that the Owner and Design Team will be contacted by Town Staff if issues are reported to the Town.
- b. **Bonding**
 - i. Question was asked if the project bonds are to be included as part of the project Permitting Allowance (Allowance No. 7). WSA and Wake FD&C confirmed that all required bonds (including NCDOT bonds) are not included in the Permitting Allowance.
 - ii. Contractor commented that the forthcoming addition of the sixty (60) consecutive calendar day Submittal and Shop Drawing period, combined with the three hundred (300) consecutive calendar day Construction duration, will combine to create a three hundred sixty (360) consecutive calendar day overall project duration and that contractor bonds will need to cover this entire period. WSA confirmed that contractor bonds will need to cover the entire project duration.
- c. **Construction Material Testing**
 - i. Question was asked if the project Construction Material Testing (CMT) will be provided by the Owner. WSA and Wake FD&C confirmed that CMT services will be provided by the Owner. WSA noted that there is a specification section (014150 – Testing Laboratory Services) in Volume 1 of the Project Manual that outlines requirements related to testing services.
 - ii. WSA noted that the EMS Station is an essential facility and therefore has been designed to be a Risk Category IV-Essential Facility. As such, the project will require Special Inspections during construction. A copy of the project’s Statement of Special Inspections is included in Volume 1 of the Project Manual (Specification Section 014100).
- d. **Geotechnical Report**
 - i. Question was asked if there is a geotechnical / soils boring report for the project. WSA confirmed that there is a geotechnical engineering report contained within Volume 1 of the Project Manual (Specification Section 023000 – Subsurface Investigation).
- e. **Landscaping Allowance**
 - i. Question was asked to clarify the delineation of work between the general contractor and landscape subcontractor as it relates to the project Landscaping Allowance (Allowance No. 3). WSA noted the general contractor will be responsible for all erosion control, tree protection, and site preparation including providing topsoil and any temporary seeding that may be necessary. Landscape contractor will be responsible for lawns/groundcover, mulch, trees, shrubs and other plantings, soil amenities, and maintenance. WSA noted that it will add a clarification regarding this in a forthcoming addendum.
- f. **Bidder List**
 - i. Question was asked if a Bidder List will be available. WSA confirmed that a Bidder List (reflecting all contractors that have requested plans from WSA and attended the Pre-Bid Conference) will be provided to anyone who requests a list from WSA.

- ii. Question was asked if it was acceptable to photograph the Sign-In Sheet from this Pre-Bid Conference. WSA noted that this was acceptable as a scanned copy will be included as an attachment to the Pre-Bid Conference Meeting Minutes.

12. OPTIONAL SITE VISIT | 6950 APEX BARBECUE ROAD, APEX, NC 27502

- a. Following the presentation portion of the meeting, contractors were encouraged to visit the project site to review existing conditions. A guided group site visit was not held.
- b. It was recommended that contractors park along the Apex Barbecue Road right-of-way when visiting the site.

END OF MEETING MINUTES

ATTACHMENTS: Pre-Bid Conference Sign-In Sheet Scan (2 Pages, Dated 10/05/23)

Submitted by: **Paul Stewart, AIA**
Williard Stewart Architects, PA
122 Cox Avenue | Raleigh, North Carolina, 27605
paul@wscarchitects.com
(919) 740-5521 | (919) 834-2149 (Fax)

CC: Attendees of October 5, 2023 General Contractor Non-Mandatory Pre-Bid Meeting
General Contractor Distribution List - Contractors and Subcontractors that Requested Project Documents from WSA (Various)
Plan Room / Plan Services (Carolinas AGC, Dodge Data & Analytics, HCAC, CMD Group, Construct Connect, NCIMED)
Wake County Facilities Design & Construction
Design Team (Timmons Group, Dewberry)
File

WAKE COUNTY APEX MAIN EMS STATION

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JD Swann	Hankoff Associates INC	336-908-2291	jdswann@hankoffai.com
Jim Sebino	Primus Structures	252 764 2950	Jim@PrimusStructures.com
Dillan Greene	G & G Builders	919 817-1512	dillan@ggbuildersnc.com
Justin Jackson	G & G builders	919-669-2425	justin@ggbuildersnc.com
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Austin Piccio	BAR Construction	336-274-2477	BarConstruction.com
Joshua Reeder	Salisbury and Moore	984-302-7838	Josua.Reeder@salisburyandmoore.com
Tim Cothran	Riggs - Harrod Builders	919-687-0111	TCothran@riggs-harrod.com
Chandler Wynn	CMC Building Inc	336-970-0841	cwynn@cmcbuilding.com
Michael Bouson Not Present	Consigli	919 475 0829	MBouson@consigli.com

