



Roy Cooper, Governor

Todd Ishee, Secretary

Job Order No. 4315

Contract No. C11598

**Pasquotank CI Shower Repair**  
**527 Commerce Dr.**  
**Elizabeth City, NC 27906**

**12/1/2023**

**C11598 - Addendum No. 01**

**A. Additional Project Information:**

This addendum is being issued to publish the meeting minutes from the pre-bid conference held 11/17/2023. Any additional request for information will need to be received in writing no later than 7 days prior to the bid opening to allow sufficient time for a response to be submitted to all invested parties. ***This addendum is hereby made part of the bid documents and will be binding under the contractual agreement entered into between the bidder and the North Carolina Department of Adult Correction, Central Engineering.***

Attachments:

- Pre-bid meeting agenda and minutes.

**B. Questions and Comments:**

| Question   | Answer  |
|--|---|
| Are pictures available of the project site/can we take pictures of site? | You can bring a digital camera to site to take pictures of working area. You must make sure that no inmates are in any picture taken.   |
| Is there any information on the Epoxy flooring?                          | The epoxy flooring detail will be updated in the plans prior to the next pre-bid meeting.   |
| What are the procedures for entering into the facility?                  | Each employee will enter one at a time through the gatehouse. Once construction starts, you will be able to have a tool room in the building that you are working in. All tools will be inventoried. Any tools that leave the facility will be checked – when bringing tools onto the facility they will have to pass inspection. |

|  |   |
|--|---|
| Will inmates be in the area during work?   | No, construction will happen in phases – When construction begins <b>one of the entire floors of the unit</b> will be emptied of offenders. When the construction <b>on that floor</b> is complete the building will be inspected, given beneficial occupancy status then construction may begin <b>on another floor.</b> |
| How long does it take to move inmates from one building to another to free up for construction?  | It will take 2 days to move inmates between buildings after construction.   |
| Can a dumpster/dump truck be placed on site?   | A dumpster/dump truck will be allowed in the parking lot for the disposal of waste. This dumpster/dump truck must be empty at the end of each day.  |
| Was the handrail repair added to the contract?   | Yes, the handrail repair was added to the plans for each section where needed.  |
| Are there bathroom facilities onsite for the construction crew?  | Yes, the construction crews will be allowed to use the facilities in the building that they are working in.   |
| What is the procedure for lunches?   | The crews can bring in their lunches or go out to eat. If food is brought in it must be in clear containers and pass through the gatehouse.   |
| What additional training is needed to enter the facility?  | All members of the construction crew must complete PREA training prior to entering the facility. This is to include anyone driving a dump that will come in the facility more than once.  |
| Do we call for the pipes to be painted in your specifications? If I need to specify it – please give me your recommendation for paint finish.  | New pipes are not to be painted as part of this work.   |
| The new pipe connections are No Hub connections – are these types of connections more susceptible to damage from the offenders – will they be able to stand up to abuse?                           | If the Contractor would prefer to use hub & spigot cast iron with elastomeric gaskets, I will except that. But the pipe must be cast iron. PVC pipe will not be accepted.   |
| Inside the chases behind the showers – does the pipe insulation need to butt the wall where the pipe penetrates, or does it need to be stuffed into the penetration?                               | The new shower heads are connected to the metering valve with 3/8” plastic tube that is not intended to be insulated. I don’t know of any other pipe we have penetrating a wall. But if so, termination at the wall will be acceptable.   |
| There are several pipes in the chase that are missing insulation – do we need to worry about these at all?   | Only insulate piping that is part of the new work.  |
| Detail D1 / P-401 the symbol P1 is labeled on the 1st Floor Mezz but not the 1st Floor – Shouldn’t they be marked on both levels?  | Yes. The P-1 fixture is at both levels.   |
| Detail C1 / P-401 the floor drain is not called out with symbol FD-1. Are these not being replaced. (realize the 1st floor is not, we are not jackhammering the slab but what about the 2nd floor? | The FD-1 symbol should be on Detail A2/P-401. The only floor drains being relocated are at the 1st & 2nd floor Mezzanine levels at Building D. Addendum to the Drawing required.  |
| Detail B- / P-401 symbol P-1 is not shown on the 1st floor – shouldn’t they be marked on both levels?  | P-1 Security Showers should be shown at both levels.  |
| Details A1 & A2 / P-401 These floor drains are not marked – are they being replaced?   | Floor Drains @ Mezzanine Levels in Building D are to be re-located and centered per note PD-4/PD 401. A similar note should be added to this Detail for clarity.  |
| New drain covers on the existing floor drains that are remaining, (1st floor)?   | Not unless destroyed during demolition.   |
| Are we replacing the clean outs along with the floor drains?   | No.   |
| A-2 Clothes Hook – Acorn Model 1827 specified is a multi-Hook – 4 not a Single Hook.   | The clothes hook should be Acorn Model 1830 – a single hook mounted with tamper resistant screws.   |
| First Floor FD-1 Floor Drain will be Strainer Top Replacing Only   | Correct - Floor drains located on the ground floor will remain – the strainer top will be replaced.   |
| Will there be an addendum?   | Yes, all addendums will be sent on 12/1/2023.   |
| Sanitary connection point per pre-bid conversation?  | There are no cleanouts being replaced in this project, unless faulty or damaged clean outs are discovered during the project. Clean out cover plate will be replaced on all clean outs.   |

|   |   |
|---|---|
| Trash Disposal?   | All questions dealing with trash disposal will be addressed at pre-con. Plan and bid on trash being removed at the end of each working day. |
| Are the listed systems in the Alternate for the Wall specification? | The add alternate is the use of stainless steel vs steel for the frame construction of the window units.                                    |
| Are the P-401 showers in the ground floor single or double showers? | There are no single showers in this project.  |



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## Pasquotank CI Shower Repair Pre-Bid Meeting Agenda

Project: 527 Commerce Dr., Elizabeth City, NC 27906  
State Project ID Number: SCO # 22-25119-01A  
DAC Central Engineering Job Order # 4315

Date: 11/16/2023 | Location: 527 Commerce Dr., Elizabeth City, NC 27906 | Time 10:00 am

### 1. INTRODUCTION & SIGN IN SHEET 2. PROJECT DESCRIPTION & SCOPE OF WORK

#### 2.1. Base Bid

\*Scope of work requires:

- a) Renovation of the existing offender showers at Pasquotank CI, Units 2, 3, and 4, (36 units total).
- b) Demo the existing floor and wall finish, demo thick set floor tile down to structural concrete slab.
- c) Install new thick setting bed forming slope to floor drain, epoxy floor and wall system.
- d) Install new shower heads and controls.
- e) Replace existing painted steel HVAC screens with Stainless steel screens.
- f) Demo existing hollow metal window units, install new.

\*Project Length – The total completion time is 336 consecutive calendar days from the date of the Notice to proceed to Final Acceptance.

\*Liquidated damages will be accrued at the rate of **\$500/day** on this project.

\*Water, Sewer, and power are provided from owners existing system without metering and without payment of use charge. Contractor to provide connections and extensions of services as required for construction operations.

- 2.2. Alternate – Alternate 1: Hollow metal detention frames shall be constructed from stainless steel.
- 2.3. Unit Price – Unit Prices are not utilized on this project.

### 3. BID OPENING

- 3.1. Date: ~~10/26/2023~~ **12/7/2023**
- 3.2. Time: **Opening at 2:00 pm**
- 3.3. Location: **2020 Yonkers Rd, Raleigh N.C. 27604**
- 3.4. Bid Delivery: *Performance Bond, and Payment Bond are required for 100% of the contract price.*

### 4. QUESTIONS DURING BID

- 4.1 Bidders can submit their questions in writing to [daniel.godwin@dac.nc.gov](mailto:daniel.godwin@dac.nc.gov)
- 4.2 Question deadline is ~~10/19/2023~~, **5:00pm**

### 5. BID ADDENDUM

- 5.1. to be issued by ~~10/20/2023~~ **12/1/2023**
- 5.2. Addendum may be issued up to the closing of the question deadline.

### 6. PROJECT CONSTRUCTION SCHEDULE

- 6.1. **(15)** consecutive calendar days from Notice to Proceed Date.
- 6.2. Project schedule shall be approved by the owner and designer.

### 7. PAYMENT

- 7.1. Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.

- 7.2. Submit Application for Payment to Architect by the fifth (5th) of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.
- 7.3. Submit draft copy of Application for Payment seven days prior to due date for review by Architect.
- 7.4. Submit an Application for Final Payment showing 100 percent completion for portion of the Work claimed as complete. Include all items related to the project as stated in Construction documents on 01 2900.

## **8. LOGISTIC**

- 8.1 Temporary Toilet Facilities: **The Contractor and the NCDPS representative will establish appropriate restroom usage protocol for the contractor's staff while on site.**
- 8.2 Laydown: **On-site storage is limited and shall be allocated and approved by the NCDAC Site representative at the beginning of the job.**
  1. **The Contractor shall use extreme caution when moving equipment in or out of the project site and buildings and shall coordinate these activities with the NCDAC Site Representative.**
  2. **Absolutely no shipments of materials, etc., will be received or cared for by any NCDAC personnel at the facility. Shipments coming into the site after working hours will not be received and will be sent back for delivery the next working day.**
- 8.4 Temporary Controls: **The Contractor will use orange mesh fencing or other approved means to segregate and control the work area.**

## **9. SECURITY**

- 9.1 DPS Security requirement for contractors
  1. **Contractor will follow all Security requirements outlined in Section 01 1100 – Security Requirements in the contract.**
  2. **Contractor Crew Signature Page**
  3. **NCDPS Criminal History Record Check (PIN)**
- 9.2 Site specific Security requirement
- 9.3 Work hours: **Work hours are limited to 8:00 am to 5:00pm Monday through Friday for the project performance. Changes to scheduled times shall be approved by the owner and designer. Specific site access requirements will be discussed at the Pre-Bid Meeting.**
- 9.4 Use of Premises: **No firearms, tobacco, alcoholic beverages, or drugs (other than those prescribed by a physician) will be permitted at the job site – Per Article 38D of the State General Conditions (OC-15). When taking photographic pictures, ensure that no inmates are in the photo prior to snapping.**
- 9.5 Toolbox & hazardous tools: **The Contractor will be responsible for control and accountability of all tools, equipment, and materials of construction. Follow all tool requirements in Section 01 1100 Security Requirements Part 1, Sub-section 1.4 - I**

## **10. REQUIRED BID SUBMITTALS**

- 10.1 Form of Proposal
- 10.2 MBE
- 10.3 Bid bond of no less than 5% of the proposal either as a ~~cash deposit~~, certified check, or bid bond by a surety company licensed under the laws of North Carolina.

## **11. PERFORMANCE AND PAYMENT BOND, INSURANCE REQUIREMENT**

- 11.1. A performance bond and payment bond will be required for one hundred percent (100%) of the contract price.
- 11.2. Insurance requirements must meet the minimums set forth in Article 34 of the State General Conditions (OC-15) Form.

## **12. SITE WALK-THROUGH**



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Project Name: 4315 Pasquotank CI Shower Repairs  
 Project Location: 527 Commerce Dr.  
 Elizabeth City, NC 27906  
 NCDPS Job Order: 4315  
 SCO Project ID: 22-25119-01A  
 NCDAC Contract: C11598

Pre-Bid     Monthly Conf.     Pre-Final  
 Pre-Construction     Special Mtg.     Final

| Attendee Name           | Attendee Company        | Attendee Email               | Attendee Phone |
|-------------------------|-------------------------|------------------------------|----------------|
| Shane Godwin            | CE                      | daniel.godwin@dac.nc.gov     | 910-514-7503   |
| Scott Booth             | CE                      | Scott.Booth@dac.nc.gov       |                |
| Joe Richardson          | AR Chesson Constr.      | jrichardson@archesson.com    | 252-802-0017   |
| Paul (Willie) Maxwell   | Old Dominion Insulation | pmxwell@old Dominion.com     | 757-438-2163   |
| Chris Honza             | PCI                     | christopher.honza@dac.nc.gov | (252) 331-4881 |
| Mike Sanders            | Thermcor Inc            | msanders@thermcorinc.com     | 757-622-7801   |
| Brad Albritton          | TRI Solutions Inc       | Brada@tilerestorationinc.com | 252-916-2045   |
| DANIEL EVERETT          | Warden                  | DANIEL.EVERETT@DAK.NC.GOV    | 252-331-4801   |
| HARRY F. BROWN JR       | CB PIM Inc.             | hake@cbpiminc.com            | 252-619-1564   |
| Christopher Brown       | CB PIM, Inc.            | Chris@cbpiminc.com           | 252-338-6221   |
| HARRY F. BROWN III (JJ) | CB PIM, Inc.            | JJ@cbpiminc.com              | 252-619-7791   |