



McKIM & CREED

ADDENDUM NO. 1

**RE: NCDAC Craven Correctional Institution
Air Conditioning Installation
SCO ID#: 23-26588-01A
NCDAC Central Engineering Job Order # 4210**

DATE: January 23, 2024

FROM: McKim & Creed

To: Prospective Bidders

This Addendum issued prior to receipt of bids shall and does hereby become a part of the Contract Documents for the above Project. This Addendum must be acknowledged on the Form of Proposal.

All Prime contractors shall be responsible for ensuring that their Subcontractors are properly apprised of the contents of this Addendum.

All information contained in this Addendum shall supersede and shall take precedence over any conflicting information in the original Drawings and Specifications.

General

1. Clarification: The pre-bid meeting was held on January 16, 2024, at 10:00 am. The meeting minutes and the list of attendees are attached.
2. The bid opening has been moved to January 30, 2024, at 12:00 pm.



Roy Cooper, Governor

Todd Ishee, Secretary

Craven Air Conditioning Installation Pre-Bid Meeting Agenda

Project: 600 Alligator Rd, NC 28586
State Project ID Number: SCO # 23-26588-01
NCDAC Central Engineering Job Order # 4424

Date: 1/16/2024 | Location: Craven CI, 600 Alligator Rd, Vanceboro, NC 28586 | Time 10:00 am

1. OWNER APPROVAL ANNOUNCEMENT OF PREFERRED BRAND ALTERNATE (ADD ALT #1 BELOW)

2. INTRODUCTION & SIGN IN SHEET

3. PROJECT DESCRIPTION & SCOPE OF WORK

- a. Base Bid: Installation of air conditioning in two (2) buildings each comprised of two (2) bed dormitories. Building C is comprised of dormitories Pamlico and Ocracoke while Building D is comprised of dormitories Hatteras and Core. In each dormitory, the work will include the installation of a constant volume air handling units with DX cooling coils and hot water heating coils, a new outdoor air cooled condensing unit, refrigerant piping, heating hot water piping, new ductwork and air distribution devices. Each existing dormitory will also be provided with a new direct digital control system for all new and existing equipment. Electrical work will consist of modifying existing panelboards to power new equipment.
- b. Phasing:
 - i. Work in Dorms Pamlico, Ocracoke, Hatteras, and Core will be completed one at a time.
 - ii. Beneficial Occupancy will be issued for each dormitory
- c. Alternate(s):
 - i. Add Alt #1 – Preferred Brand for HVAC Controls – Distech ECB Series
- d. Unit Price(s):
 - i. None

4. BID OPENING

- a. Date: **2/6/2024**
- b. Time: Opening at **1:00 PM**
- c. Location: NCDAC Central Engineering, Room: EN 64, 2020 Yonkers Road, Raleigh, NC 27604
- d. Bid Delivery: Single Prime / Hand Delivery

5. REQUIRED W/ BID SUBMITTALS

- a. Form of Proposal
- b. Bid Bond (5%)
- c. Identification of Minority Business Participation (MBE Affidavit A or B)

6. QUESTIONS DURING BID

- a. Bidders can submit their questions in writing to Jesse Alonzo , jalonzo@mckimcreed.com
- b. Question deadline is **1/23/2024, 1:00pm**

7. BID ADDENDUM

- a. Last Addenda will be issued no later than **1/30/2024**
- b. Acknowledge receipt on Form of Proposal

8. PROJECT SCHEDULE - (240) consecutive calendar days from Notice to Proceed Date.

9. PAYMENT

- a. Up to 95% based on monthly estimates
- b. 100%, (Final Payment) upon completion and acceptance of all work, approval of closeout documentation)

10. LOGISTIC

- a. Job Trailer/Office Space: DAC will provide meeting space, but operations space will be provided by contractor. If contractor requires a trailer, that must be coordinated and approved by Warden.
- b. Laydown area: DAC will provide some space for temporary material storage but must be approved by Warden.
- c. Existing Utility & Temporary Utility: Onsite utilities without reimbursement
- d. Temporary Toilet Facilities: Onsite facilities are not for construction use, portlets required

11. SECURITY (01 11 00)

- a. NCDAC Security requirement for contractors: Background checks are required
- b. COVID Requirements: There are no supplemental COVID requirements, but CDC guidelines should be followed for known infections.
- c. Site specific Security requirement: Secure Jobsite Daily, Warden must approve tool storage plan inside the facility. (Note: contractor job box with lock can be stored on Dorm control center for tools).
- d. Toolbox & hazardous tools: Daily Tool Inventory, do not leave tools unattended
- e. Ladder: Customer ladder is not available, bring a chain for your ladder for security with inmates
- f. Work hours & break time: (M-F, 6:00 AM - 6:00 PM)
- g. Cellphone Use: At discretion of the Warden
- h. Inclement weather: TBD at Pre-Construction Meeting, Article 23 of General Conditions

12. PERFORMANCE AND PAYMENT BOND, INSURANCE REQUIREMENT

- a. Performance and Payment Bond will be required for 100% of contract price
- b. Insurance: See Article 34 of General Conditions

13. COMMENTS/QUESTIONS

14. SITE WALK-THROUGH

The above summary is our understanding of items discussed and decisions reached during this meeting. We request any changes, additions or deletions be brought to our attention as soon as possible but no later than 7 days from date of issuance for the minutes to be corrected and reissued. In the absence of any corrections, we assume the minutes to be correct and the final draft. Please contact me with questions or revisions.

Jesse Alonzo Jr, PE
Engineer of Record
McKim & Creed
End of Minutes

NO	NAME	FIRM General Contractor (Y/N)	Bidding General Contractor	E-MAIL	PHONE NO.
1	William Burriola	NCDAC Central Engineering		William.burriola@dac.nc.gov	(919) 324-1250
2	TOD O'DEA	CMS CONTROLS	NO	TODEA@CMS-CONTROLS.COM	(752) 725-3153 919 801 2341
3	NATHAN ZIEGLER	ECS	<input checked="" type="radio"/> YES / NO	NATHAN.ZIEGLER@ECSCONTROLS.NET	919-525-6528
4	Kenneth Almondo	ECS	<input checked="" type="radio"/> YES / NO	Kenneth.Almondo@ecscontrols.net	
5	Mitch Brown	Mokim Creed	YES / NO	mbrowemokimcreed.com	(336) 668-3213
6	Randy Blackwood	H/M Kern	<input checked="" type="radio"/> YES / NO	JKepley@hmkern.com	
7	Chris Auer	Craven CI - AW	YES / <input checked="" type="radio"/> NO	christopher.auer@dac.nc.gov	(252) 244-3337 (8336)
8	David millis	Craven CI - Warden	YES / <input checked="" type="radio"/> NO	david.millis@dac.nc.gov	(252) 244-3337 (8010)
9	Steve Delisle	Craven CI - Maint. Sup.	YES / <input checked="" type="radio"/> NO	steve.delisle@dac.nc.gov	(252) 244-3337 (8360)
10	Karen Ward	Craven CI - Admin. Associate	YES / <input checked="" type="radio"/> NO	Karen.ward@dac.nc.gov	(252) 244-3337 (8011)
11	Steve Dixon	ECS	<input checked="" type="radio"/> YES / NO	steve.dixon@ecscontrols.net	(919) - 618-6669
12			YES / NO		
13			YES / NO		
14			YES / NO		