



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY  
GOVERNOR

ANTHONY J. TATA  
SECRETARY

March 14, 2014

To Prospective Bidders:

Subject: Addendum 1 for: Painting and Repairs to Rest Area Buildings and Appurtenances.  
(Re-Advertisement)

CONTRACT No: 11332714  
WBS: 36059.42  
COUNTY: McDowell  
ROUTE: Rest Area located at US 221 & 1170 W. Tate Street

This letter is to advise all prospective bidders of the following contract addendum.

- The Pre-Bid minutes issued by the North Carolina Department of Transportation for the subject contract are considered a part of the contract bid document and shall be signed by an authorized agent of the company and returned with the bid proposal. Proposals submitted without the Pre-Bid minutes shall be considered irregular and will not be considered for award.

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Division Thirteen  
Phone: 828/251-6171

Office of the Division Engineer  
Post Office Box 3279

Asheville, NC 28802  
Fax: 828/251-6394

This addendum officially becomes a part of the contract bid document. If this office can provide additional information, please feel free to contact me at (828) 251-6171.

Sincerely,

A handwritten signature in black ink, appearing to read "McCallum" with a stylized flourish extending to the right.

M.K. Calloway  
Division Project Manager

Cc: Mr. J.J. Swain, Jr., P.E., Division Engineer  
Mr. K.A. Wilson, P.E., Division Operations Engineer  
Mr. Keith Hill, Division Roadside Engineer

# Pre-Bid Minutes

• **CONTRACT NUMBER: 11332714**

• **WBS ELEMENT: 36059.42**

• As of Jan. 1st of 2012, the New Standard Specifications for Road and Structures will govern all new contracts. The contractor has agreed to all terms in the Standard Specifications for Road and Structures when he or she signs this contract. The Pre-bid minutes posted on the Division 13 web page must be submitted with the bid packets and signed by the representative.

ROUTE(S): Rest Area located at US 221 & 1170 W. Tate Street, McDowell County

COUNTY McDowell

DESCRIPTION: Painting and Repairs to Rest Area Buildings and Appurtenances.

PRE-BID MEETING: Wednesday, March 12, 2014 at the Rest Area located at US 221 & 1170 W. Tate Street, McDowell County. North Carolina

BID OPENING: Wednesday, March 19, 2014 at 2:00 PM

NOTICE:

ALL BIDDERS SHALL COMPLY WITH ALL APPLICABLE LAWS AND REGULATIONS. IN ADDITION, THE PRACTICE OF THE GENERAL STATUTES OF NORTH CAROLINA REQUIRES THE BIDDER TO BE LICENSED BY THE N.C LICENSING BOARD. CONTRACTORS BIDDING ON ANY NON-FEDERAL AID PROJECT WHERE THE BID IS \$30,000 OR MORE WITH THE EXCEPTION OF CERTAIN SPECIALTY WORK AS DETERMINED BY THE LICENSING BOARD. BIDDERS SHALL ALSO COMPLY WITH ALL OTHER APPLICABLE LAWS REGULATING THE PRACTICES OF ELECTRICAL, PLUMBING, HEATING, AIR CONDITIONING AND REFRIGERATION CONTRACTING AS CONTAINED IN CHAPTER 87 OF THE GENERAL STATUTES OF NORTH CAROLINA.

# **INSTRUCTIONS TO BIDDERS**

**PLEASE READ ALL INSTRUCTIONS CAREFULLY  
BEFORE PREPARING AND SUBMITTING YOUR BID.**

**All bids shall be prepared and submitted in accordance with the following requirements. Failure to comply with any requirement shall cause the bid to be considered irregular and shall be grounds for rejection of the bid.**

1. The bid sheet furnished by NCDOT with the proposal shall be used and shall not be altered in any manner. **THE ENTIRE PROPOSAL WITH THE BID SHEET COMPLETED ALONG WITH ANY ADDENDA SHALL BE SUBMITTED IN ORDER FOR THE BID TO BE CONSIDERED FOR AWARD. (SEE ITEM #11 BELOW)**
2. All entries on the bid sheet, including signatures, shall be written in ink.
3. The Bidder shall submit a unit price for every item on the bid form. The unit prices for the various contract items shall be written in figures. **UNIT PRICES SHALL BE ROUNDED OFF BY THE BIDDER TO CONTAIN NO MORE THAN FOUR DECIMAL PLACES.**
4. An amount bid shall be entered on the bid sheet for every item. The amount bid for each item shall be determined by multiplying each unit bid by the quantity for that item, and shall be written in figures in the "Amount Bid" column of the sheet.
5. The total amount bid shall be written in figures in the proper place on the bid sheet. The total amount shall be determined by adding the amounts bid for each item.
6. Changes in any entry shall be made by marking through the entry in ink and making the correct entry adjacent thereto in ink. A representative of the Bidder shall initial the change in ink.
7. The bid shall be properly executed. All bids shall show the following information:
  - a. Name of individual, firm, corporation, partnership, or joint venture submitting bid.
  - b. Name and signature of individual or representative submitting bid and position or title.
  - c. Name, signature, and position or title of witness.
  - d. Federal Identification Number (or Social Security Number of Individual)
  - e. Contractor's License Number (if Applicable)
8. Bids submitted by corporations shall bear the seal of the corporation.
9. The bid shall not contain any unauthorized additions, deletions, or conditional bids.
10. The bidder shall not add any provision reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
11. **THE ENTIRE PROPOSAL WITH THE BID SHEET, AS WELL AS ANY PROJECT ADDENDUM SHOULD BE STAPLED OR OTHERWISE SECURELY FASTENED AND SHALL BE PLACED IN A SEALED ENVELOPE AND SHALL HAVE BEEN DELIVERED TO AND RECEIVED IN THE DIVISION ENGINEER'S OFFICE AT 55 ORANGE STREET, ASHEVILLE, NC 28801 BY 2:00 P.M. ON WEDNESDAY, MARCH 19, 2014.**
12. The sealed bid must display the following statement on the front of the sealed envelope:

**QUOTATION FOR REQUISITION #11332714-PAINTING AND REPAIRS TO REST  
AREA BUILDINGS AND APPURTENANCES. TO BE OPENED AT 2:00 PM ON  
WEDNESDAY, MARCH 19, 2014.  
ATTN: MIKE CALLOWAY, DIVISION PROJECT MANAGER**

13. If delivered by mail, the sealed envelope shall be placed in another sealed envelope and the outer envelope shall be addressed as follows:

**MR. MIKE CALLOWAY, DIVISION 13 PROJECT MANAGER  
N. C. DEPARTMENT OF TRANSPORTATION  
55 ORANGE STREET  
ASHEVILLE, NC 28801**

**NOTICE AFTER AWARDING OF THE CONTRACT TO BIDDER:**

The successful bidder has Fourteen (14) business days after Notice of Award of the contract, to provide the North Carolina Department of Transportation with a Letter of Acceptance, Liability Insurance Statement, Worker's Compensation Insurance, Property Damage Insurance Statement and a Progress Schedule. The Contractor is to provide the North Carolina Department of Transportation with contact information. **If any of these terms are not met within the allotted amount of time of fourteen (14) business days, the North Carolina Department of Transportation will have the right to reject the bid and select the next lowest responsible bidder or cancel the contract.**

**CONTRACT TIME AND LIQUIDATED DAMAGES:**

The date of availability for this contract is: **APRIL 14, 2014**

The completion date for this contract is: **MAY 16, 2014**

Except where otherwise provided by the contract, observation periods required by the contract will not be a part of the work to be completed by the completion date and/or intermediate contract times stated in the contract.

**Liquidated Damages:** Failure of the Contractor to complete any item(s) shall be **Eight Hundred (\$800.00) Dollars per day.**

The NCDOT may at any time cancel this contract if the contractor is not in compliance with the terms and specifications stated herein.

**PROJECT SPECIAL PROVISIONS Roadway**

Professional Contractor to prepare surfaces, furnish materials and labor for removing gutters (gutters will be replaced by different contract). Repair and/or replace damaged wood trim, fascia and siding. The contractor will be responsible for estimating quantities. Match existing colors and paint the exteriors of the Rest Area service building, supply building, picnic shelters, tables and bench legs.

## WORK SCHEDULE

The Contractor shall coordinate the painting work with NCDOT assigned inspector. No work will be allowed, except for special conditions, which must be approved by the Engineer on days as follows: Weekends (Saturday and Sunday) or Scheduled State Holidays

The Contractor's normal work schedule shall be scheduled between 8:00 a.m. until 5:00 p.m. Exceptions to these restrictions will be considered by the Engineer or his/her representative, when requested in writing by the contractor.

Work days are defined as a weekday in which North Carolina Department of Transportation is open for business.

NOTE: A NCDOT Inspector will be assigned to this project. The paint Contractor will not be allowed to proceed with the next painting phase without approval of the NCDOT Inspector.

### CONTRACTOR'S LICENSE REQUIREMENTS:

(7-1-95)

102-14

SP1 G88

If the successful bidder does not hold the proper license to perform any plumbing, heating, air conditioning, or electrical work in this contract, he will be required to sublet such work to a contractor properly licensed in accordance with *Article 2 of Chapter 87 of the General Statutes* (licensing of heating, plumbing, and air conditioning contractors) and *Article 4 of Chapter 87 of the General Statutes* (licensing of electrical contractors).

### DAILY CLEAN - UP OF FACILITY

The Contractor shall be responsible for cleaning the site around the buildings of excess rubbish, paint cans, trash, and scrap materials as a result of the work at the end of each working day. Also included shall be the removal of ladders. If the contractor uses scaffolding, such a structure will not necessarily have to be disassembled and removed each day if located in an area away from pedestrian traffic upon the Engineer's approval.

The Contractor is reminded that the Rest Area Facility is currently under a high level of janitorial and grounds maintenance. Care shall be taken at all times not to damage existing plantings and turf areas during this contract. The Contractor shall be responsible for the replacement of any shrubbery and all turf areas that are damaged due to the work specified in the contract. Note all repairs and replacements shall be complete before final inspection and before submittal of any invoice.

The Rest Area Sites shall be left clean of all spilled/spattered paint and incidental materials resulting from any phase of the work prior to final inspection and invoice.

## MATERIALS

General: The Contractor shall provide all necessary materials for complete painting as outlined herein to include but not limited to, cleaning agents, brushes, rollers, caulking, drop cloths, paint, primers, ladders, scaffolding, wet paint signs, barricade material, roping/tape, and any other items as required for proper completion of this work.

- a. Paint and primers shall be a high quality product. The exterior colors are Philosophical Grey.
- b. All materials shall be delivered to the job in the original unbroken containers with labels and tags intact, and where practicable used directly from these containers. Any necessary or required thinning of paint shall be done in compliance with the printed instructions of the paint manufacturer and only with the pre-approval of the Engineer.
- c. Colors shall be as selected by the Engineer from samples furnished by the Contractor as outlined under general requirements. Final coats of paint to be applied, after approval by the Engineer of a selected test area.
- d. Exterior painting shall be done only when the outside temperature is 50 degrees Fahrenheit or more-when drying weather exists, as approved by the Engineer or his/her representative.
- e. Exterior painting shall be as follows or Equivalent.

**Substrate: Exterior Wood Siding/Trim/All wood surfaces**

Order	Code	Display Name	Product Name	Coats	DFT (mils)	MPI
1	GP	Primer	HYDROSEALER	1		6
6001		Primer Sealer				
2	GP	Finish	FORTIS® 350	2	-	
2402		Exterior Satin Paint				
V						

**Substrate: Exterior Drywall Ceilings**

Order	Code	Display Name	Product Name	Coats	DFT (mils)	MPI
1	GP	Finish	ULTRA-HIDE® 150	1	-	
2210		Exterior Flat Paint				
V						

**Substrate: Exterior All Metal Surfaces**

Order	Code	Display Name	Product Name	Coats	DFT (mils)	MPI

1 L	4216 Finish	DEVOE COATINGS DEVFLEX 4216HP High Performance Waterborne Acrylic Semi-Gloss Enamel	1	153, 154
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**DAMAGE TO PLANT MATERIAL**

If the Contractor damages or injures any of the established plant material on this project such as, but not limited to: (stepping/crushing/excess paint on plant material). The Contractor will be required to replace the plant at same size and height as the original species at his or her cost. Such damage or injuries shall be determined by the Engineer or his representative

**BID FORM DESCRIPTION**

Professional Contractor to paint and prepare surfaces, furnish materials and labor for removing gutters (gutters will be replaced by different contract). Repair and/or replace damaged wood trim, fascia and siding. The contractor will be responsible for estimating quantities. Match existing colors and paint the exteriors of the Rest Area service building, supply building, picnic shelters, tables and bench legs.

**QUESTIONS AND ANSWERS AT PRE-BID**

Contractors were advised to find a copy of the contract and pre-bid minutes on line.

Contractor showed up late at 2:08 pm. All attendees agreed to allow him to stay.

Contractor asked if pre-bid minutes needed to be with bid package? Advised that pre-bid minutes could be found on-line and should be with bid package.

Contractor asked about open drains for downspouts/gutters? NCDOT advised we would take care of issue.

Contractor asked who would determine if wood was bad and the quantity of wood to be replaced? NCDOT advised that Contractor should visually inspect wood prior to bidding and NCDOT would be onsite during contract execution.

Contractor asked about replacing wood on picnic shelters? NCDOT advised that any wood that needs replaced should be replaced.

Contractor asked if vending machines would have to be moved to paint? NCDOT advised that vending machines would need to be moved accordingly.

Contractor asked why was there a re-advertisement and if the scope of work was the same? NCDOT advised that no bidder submitted a complete bid package. Some wording was



changed concerning traffic control. NCDOT advised that Contractor needs to submit entire contract and required documentation. The scope of work has not changed from previous contract.

These pre-bid minutes shall be considered part of the contract. A copy of these minutes shall be included in the contractor's bid package. Failure to include these minutes with the bid package shall result in the rejection of the bid.

Authorized Agent Signature

\_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_