

**CITY OF GREENVILLE  
RECREATION AND PARKS  
H. BOYD LEE PARK HVAC MODIFICATIONS**

**ADDENDUM NO. 2**

The following corrections, clarifications, or supplemental information is to be incorporated into the Contractor's Bid to perform the Work.

**SPECIFICATIONS**

SECTION 00100: Section is *re-issued*.

SECTION 00101: Section is *re-issued*.

SECTION 00400: Section is *re-issued*.

**END OF ADDENDUM NO. 2**

**CITY OF GREENVILLE  
RECREATION AND PARKS  
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**SECTION 00100 - INVITATION TO BID**

Sealed proposals will be received by The City of Greenville up until 10:00 AM EST, January 25, 2017, in Jaycee Park Administration Building, 2000 Cedar Lane, Greenville NC 27835 for furnishing all labor, materials and equipment entering into the construction of the **H. Boyd Lee Park HVAC Modifications** in accordance with the documents prepared by The East Group, PA.

The bids will be publicly opened after 10:00 AM on the date of the bid.

The basis of the contract will be a Single Prime General Contract.

A **mandatory Pre-Bid Conference** will be held at 10:00 AM EST, January 18, 2017, at H. Boyd Lee Park, 5184 Corey Road Road, Greenville, NC.

A Bid Bond in the amount of 5% of the base bid will be required with each bid.

The Owner reserves the right to reject any or all bids and waive any and all defects and informalities in the submission of any bid.

**END OF SECTION 00100**

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**Advertisement for Bids**

Sealed bids will be received by The City of Greenville until 10:00 AM for Single Prime Bids, Wednesday January 25, 2017, at Jaycee Park Administration Building, 2000 Cedar Lane, Greenville, NC. The bids will, immediately thereafter, be publicly opened and read aloud for furnishing all labor, materials and equipment entering into the construction of the

**City of Greenville Recreation and Parks, H. Boyd Lee Park HVAC Modifications**

**GREENVILLE, NORTH CAROLINA**

A **mandatory Pre-Bid Conference** will be held at 10:00 AM, January 18, 2017, at H. Boyd Lee Park, 5184 Corey Road, Greenville, NC.

All times are Eastern Standard Time.

Lump sum proposals will be received for the following:

- Single Prime Bids will also be received for all Contract work

Complete Plans, Specifications and Contract Documents will be available free from the City of Greenville's Website, Full set of printed copies will also be available from DPI, Digital Printing and Imaging, in Greenville NC **at cost of printing**, contact

**Digital Print & Imaging, Inc**  
115-a Red Banks Rd.  
Greenville, NC 27858  
**1.252-321-3800**  
greenville@dpiinc.net

All questions regarding plans are to be referred to the engineer of record, Dennis Peterson, PE of The East Group, via **email or fax** at [dennis.peterson@eastgroup.com](mailto:dennis.peterson@eastgroup.com) and/or 252-830-3954 (fax).

The Owner reserves the right to reject any and/or all bids and to waive any and all defects and informalities in the submission of any bid.

**Abbreviated Written Summary:** Briefly and without force and effect upon the contract documents, the work of the Prime Contracts can be summarized as follows:

The project involves installation of new heating and cooling units for the gym at H. Boyd Lee Park.

All contractors must be properly licensed under the State Laws governing their respective trades.

All contractors are advised that the Owner has a minority and women participation policy for construction projects. Refer to the specifications for a detailed description of this policy.

The Owner reserves the right to reject any and/or all bids and to waive any and all defects and informalities in the submission of any bid.

Each proposal shall be accompanied by a cash deposit or a certified check drawn on some bank or trust company insured by the Federal Deposit Insurance Corporation, of an amount equal to not less than 5 percent of the proposal. In lieu thereof a bidder may offer a bid bond of 5 percent of the bid executed by a surety company licensed under the Laws of North Carolina to execute such bond conditioned that the surety will upon demand forthwith make payment to the obligee upon said bond if the bidder fails to execute the contract in accordance with the bid bond, and upon failure to forthwith make payment, the

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surety shall pay to the obligee an amount equal to double the amount of said bond. Said deposits shall be retained by the Owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten days after the award or to give satisfactory surety as required by law.

Performance and Payment Bond will be required for one hundred percent (100%) of the contract price.

Payment will be made on the basis of ninety percent (90%) of monthly estimates and final payment made upon completion and acceptance of work.

A contractor Reference Form, listing 3 client references of similar work is required.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days.

The Owner encourages the participation of MBE and WBE firms. Refer to the project manual for specific requirements.

Signed: Denisha Harris,  
Purchasing Manager  
City of Greenville

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**BID FORM**

TO: **City of Greenville, Recreation and Parks**  
herein called "OWNER"

1. Pursuant to and in compliance with the invitation to bid and the proposed Contract Documents relating to construction of:

**City of Greenville  
Recreation and Parks  
H. Boyd Lee Park HVAC Modifications  
Greenville, North Carolina**

the undersigned, having become thoroughly familiar with the terms and conditions of the proposed Contract Documents and with local conditions affecting the performance and costs of the Work at the place where the Work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the Work within the time allowed and in strict accordance with proposed Contract Documents, including furnishing any and all labor and materials, and to do all of the work required to construct and complete said Work in accordance with the Contract Documents, for the following sum of money:

**Single Prime Bid:**

BIDDER'S COMPANY NAME: \_\_\_\_\_

**BASE BID** \_\_\_\_\_ (\$ \_\_\_\_\_ )

Base bid shall include externally-insulated single-wall ductwork.

**ALTERNATE NO. 1**

Provide double-wall round ductwork in lieu of externally-insulated single-wall ductwork.

Provide internally-lined rectangular ductwork in lieu of externally-insulated single-wall ductwork. Increase sheet metal sizes of internally-lined ductwork to account for liner.

Clean, prep and paint indoor ductwork red to match existing. (\$ \_\_\_\_\_ )

LIST OF SUBCONTRACTORS			
	NAME OF COMPANY/ADDRESS		BID
MECHANICAL			
ELECTRICAL			

**ATTACH CHECK, CASH OR BID BOND TO THIS PROPOSAL.**

2. I understand that the Owner reserves the right to reject this bid, but that this bid shall remain open and not be withdrawn for a period of 60 days from the date prescribed for its opening.

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3. If written notice of the acceptance of this bid is mailed or delivered to the undersigned within 45 days after the date set for the opening of this bid, or at any other time thereafter before it is withdrawn, the undersigned will execute and deliver the Contract Documents to Owner in accordance with this bid accepted, and will also furnish and deliver proof of insurance coverage, all within ten days after deposit in the mails of the notification of acceptance of this bid.
4. Notice of acceptance, or request for additional information, may be addressed to the undersigned at the address set forth below.
5. The bidder acknowledges receipt of the following Addenda and has incorporated bid revisions in this bid proposal.

Addendum No.	Dated	Received	Addendum No.	Dated	Received
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

6. Construction Time: The undersigned agrees if he is the successful bidder to commence work under this contract on April 1, 2017 and to fully complete all work on the Project within the following period set forth below.

**60** Consecutive Calendar Days (completion by May 30, 2017)

7. The bidder further agrees that the Owner has the right to withhold from compensation otherwise to be paid the amount of three hundred dollars (**\$300.00**) per day that the work is not completed after the completion date defined above as liquidated damages reasonably determined to be incurred by the Owner as a result of such delay.
8. The names of all persons interested in the foregoing bid as principals are:

IMPORTANT NOTICE: If bidder or other interested persons is a corporation, give legal name of corporation, state in where incorporated, and names of president and secretary; if a partnership, give names of firm and names of all individual co-partners composing the firm; if bidder or other interested person is an individual, give first and last names in full.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Licensed in accordance with an act for the registration of contractors, and with N.C. license number \_\_\_\_\_.

Sales and use tax registration number \_\_\_\_\_.

SIGN HERE: \_\_\_\_\_

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H. BOYD LEE PARK HVAC MODIFICATIONS**

Signature of Bidder

NOTE: If bidder is a corporation, set forth the legal name of the corporation together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation. If bidder is a partnership, set forth the name of the firm together with the signature of the partner or partners authorized to sign contracts on behalf of the partnership.

Business address: \_\_\_\_\_  
\_\_\_\_\_

(Corporate Seal)

Telephone number: \_\_\_\_\_ Date of proposal: \_\_\_\_\_



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