

SUBJECT: ADDENDUM NO. 1

December 4, 2019

To the Plans and Specifications for
City of Greenville
Public Works Site Lighting – Phase 1

To: PROSPECTIVE BIDDERS AND OTHER CONCERNED

This ADDENDUM forms a part of the Contract Documents and modifies the original Bidding Documents as noted below. Bidders shall acknowledge receipt of the ADDENDUM in the space provided on the Bid Form. Failure to do so may subject the Bidder to Disqualification.

A. Pre-Bid Meeting Minutes:

1. Attached is a copy of the meeting minutes from the Pre-Bid Meeting Minutes held on Tuesday November 19, 2019 at 2:00 pm.

B. Drawing Changes:

1. DRAWING E2.1 has been modified and reissued. See attached drawing E2.1.
 - a. During Site Visit #2, it was noted that Building 'F' has netting installed in the ceiling to help keep out birds. Drawing E2.1 has been revised to show the rerouting of the conduit to keep it away from the netting.

C. Questions:

1. Question: Does the City want the excess dirt from the installation of the pole bases and the pull boxes?
Answer: No. The contractor is responsible for the removal of the excess dirt from the site.
2. Question: Will there be any issues with access to the site while setting the light poles.
Answer: There should not be any issues. Each pole location is in an open area.
3. Question: Do we know the lead time for the poles?
Answer: No.
4. Question: In the areas where the drawings call out for trenching, can it be bored?
Answer: Yes.
5. Question: Are there any drawings available that may show the underground utilities?
Answer: Some underground utility drawings have been located and these drawings will be made available.

FOR THE OWNER
THE EAST GROUP, PA

END OF DOCUMENT



PRE-BID CONFERENCE MEETING MINUTES

Corporate Office

324 Evans St
Greenville
NC 27858Tel 252.758.3746
Fax 252.830.3954

Raleigh Office

4325 Lake Boone Trail
Suite 311Raleigh
NC 27607Tel 919.784.9330
Fax 919.784.9331

www.eastgroup.com

Client / Facility:	City of Greenville	TEG Project No.:	20180157
Project Name:	Public Works Site Lighting – Phase 1	Client Project No.:	COG RFP#: 19-20-12
Meeting Location:	1500 Beatty Street, Greenville, NC Conference Room	Meeting Date:	Tuesday 11/19/2019 2:00 pm
Prepared By:	David Meeks, PE	Date Prepared:	Wednesday 11/20/2019

ATTENDEES		
Name	Company	E-mail Address
David Meeks, PE	The East Group, P.A.	david.meeks@eastgroup.com
James Curry	The East Group, P.A.	james.curry@eastgroup.com
Justin Croom	Triple-R Electric, Inc.	jcroom@tripler.com
Mike Vanderpool	Watson Electrical	mvanderpool@watsonelec.com
Ronnie Webber	American Builders	rwebber@americanbldr.com
Phil Crumb	Crumb Construction, LLC	phillip@crumbconstruction.com
Denisha Harris	City of Greenville	dharris@greenvillenc.gov
Ross Peterson	City of Greenville	rpeterson@greenvillenc.gov
Devin Thompson	City of Greenville	dthompson@greenvillenc.gov
Daryl Jones	Coastline Electrical Construction Inc.	darylj@coastlineelec.com
Chad Bass	Wheeler Electric Company	chadb@wheelerelectric.net
Aaron Lewis	City of Greenville	alewis@greenvillenc.gov
Evan Salak	Wesco Distribution	esalak@wescodist.com

Attention: Please notify the author of any omissions or inaccuracies within ten working days after date prepared. Unless notified, the information contained in the meeting minutes will be considered correct as written.

Purpose of Meeting: Pre-Bid Conference & Site Visit #1

1. Introductions

- David Meeks, PE, The East Group, P.A., Project Manager / Electrical Engineer
- Ross Peterson, City of Greenville, Project Manager

2. Contractual Requirements

- The successful bidders will enter into a contract with The City of Greenville.
- Any questions regarding the project must be received in TEG office before **5:00 pm (EST), Monday, December 2, 2019**. All questions must be in writing and submitted to david.meeks@eastgroup.com or faxed to 1-252-830-3954. Responses to questions will be distributed to all plan holders, via addenda by **5:00 pm (EST), Wednesday, December 4, 2019**.

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- c) Minutes of this meeting and any addenda that may result will be sent to all attendees and plan holders by facsimile or e-mail. Please make sure you sign the attendance roster and provide the correct information.
- d) **Bid Opening Location/Time:** Sealed Bids will be received until **2:00 pm (EST), Wednesday, December 11, 2019** by The City of Greenville at the Public Works Facility, 1500 Beatty Street, Greenville, NC 27834.

All bids shall be delivered before **2:00 pm (EST), Wednesday, December 11, 2019.** All bids shall be sealed, clearly marked, and delivered to Attention: Ross Peterson, The City of Greenville at the Public Works Facility, 1500 Beatty Street, Greenville, NC 27834. Late bids will not be accepted.

- e) Product substitutions must be approved by the designer and owner 10 days prior to submitting bid.
- f) Bonds are **NOT** required for this project.
- g) Payment Applications – AIA G702.
- h) MBE Minority and Women Business Enterprise Plan Special Provisions.
 - i) Affidavit A (Listing of Good Faith Efforts)
 - ii) or Affidavit B (Intent to Preform Contract with Own Workforce)
 - iii) HUBs must be state certified.
- i) Certification of Insurance (See COG’s SCG 00938, Article 11 on Page 4)
- j) Provide all documentation with your bid. Provide one original copy of all bid documents.
 - i) Bid Form (Ref Specification 00400 – Bid Form)
 - ii) Contractor Reference Information Form (Ref Specification 00401 - Reference Information)
 - iii) MBE – Identification of Minority / Women Business Participation form (Ref Specification 00402 MWBE-Forms City of Greenville)

(Provide this form even if the total number on the bottom of the form is “0”).
 - iv) MBE - Affidavit ‘A’ or ‘B’ (Ref Specification 00402 MWBE-Forms City of Greenville)
 - v) Verify Affidavit. (Ref Specification 00403, E Verify Affidavit)
- k) Site Visits: One Mandatory site visit is required.
 - i) Today immediately after the Pre-Bid meeting.
 - ii) Thursday November 21, 2019 at 2:00 pm to 3:00 pm.

Corporate Office
 324 Evans St
 Greenville
 NC 27858
 Tel 252.758.3746
 Fax 252.830.3954

Raleigh Office
 4325 Lake Boone Trail
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 Fax 919.784.9331

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3. Construction Requirements

- a) Expected Notice to Proceed date: After January 1, 2019
- b) Final Completion: 120 days
- c) Liquidated damages: \$300.00 per day.
- d) It will be the contractor’s responsibility to find a lay down area for materials. The contractor shall have this area approved by the Engineer/Owner. Depending on how large an area is required, contractor may need to find additional lay down area.
- e) Contractor is responsible for job-site safety. Contractor must comply with all OSHA regulations.

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- f) Normal working hours shall be 8 AM to 5 PM, Monday through Friday. Work scheduled outside of these hours must receive prior approval from the Engineer. Some work outside of these hours is expected to minimize downtime to users in in the building.
- g) Parking – Parking on site will be allowed in the Public Works parking lot.

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4. Overview of Project

- a) Bids to include all necessary labor, material (including sales tax), equipment, supervision, etc.
- b) The directional bore conduit shall be a continuous section via role and not individual 10-foot sections.
- c) The directorial bore slurry is expected to be removed from the site. Contractor is required to restore the site back to its original condition.
- d) Contractor is responsible for field locating all underground utilities.

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5. Site Requirements

- a) Access in, out, and around buildings shall be maintained at all times. This includes all corridors, hallways, sidewalks, walkways, door openings, gates, driveways, streets, etc.
- b) Construction noise shall be kept to a minimum.
- c) Temporary construction fencing is required.
- d) Contractor will be required to provide erosion control during construction.
- e) Provide tree protection during construction.

6. Submittals

- a) Submittals will be required. PDFs copies will be allowed.

7. Other / Miscellaneous

- a) Permit will be required from this project. Permits will be at no cost.

8. Questions & Answers

- a) Question: Does the City want the excess dirt from the installation of the pole bases and the pull boxes?

Answer: The contractor is responsible for the removal of the excess dirt from the site. An addendum will be issued to answer the question if the City wants the excess dirt or not.

- b) Question: Will there be any issues with access to the site while setting the light poles.

Answer: There should not be any issues. Each pole location is in an open area. If needed, we can revisit the question during the site visit.

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c) Question: Do we know the lead time for the poles?

Answer: No.

d) Question: In the areas where the drawings call out for trenching, can it be bore?

Answer: Yes.

e) Question: Are there any drawings available that may show the underground utilities?

Answer: The City will look to see if there are any existing underground utility drawings that may be used. An addendum will be issued to address question.

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9. Tour of Project Site

a) All attendees were taken on a tour of the project site.

Attachments

- Attachment #1 – Attendance Sheet

Distribution

Distribution shall be to each company in attendance via email or fax and the following:

- All plan holders

END

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MEETING SIGN-IN SHEET

Project Name: City of Greenville, Public Works Site Lighting – Phase 1	Project No.: COG RFP#: 19-20-12, TEG Project Number: 20180157
Meeting Location: Public Works Facility, 1500 Beatty Street, Greenville, NC 27834, Conference Room	Meeting Date: Tuesday 11/19/2019 at 2:00 PM

Purpose of Meeting: Pre-Bid Meeting & Site Visit #1

Print Name	Company / Department	Phone No.	E-mail Address
David Meeks	The East Group	252-758-3746	DavidMeeks@eastgroup.com
JAMES CURRY	THE EAST GROUP	4	JAMES.CURRY@EASTGROUP.COM
JUSTIN M. CROOM	TRIPLE R ELECTRIC	252-523-3558	jcroom@tripler.com
Mike Vanderpool	Watson Electrical	252-905-5116	mvanderpool@watsonelec.com
Ronnie Webber	AMERICAN BUILDERS	252-341-9752	rwebber@americanbldr.com
Phil Crumb	Crumb Construction, LLC	252-917-7825	Phillip@CrumbConstruction.com
Denisha Harris	COG	252-329-4862	dharris@greenvillenc.gov
Ross Peterson	COG	252-329-4921	rpeterson@greenvillenc.gov
David Thompson	COG	252-329-4931	dthompson@greenvillenc.gov
DARYL JONES	Coastline Electrical	252-758-9900	daryl@coastlineelec.com
Chad Bass	Wheeler Electrical	252 246 1008	Chadb@wheelerelectric.net
Asan Lewis	COG	252 414-7866	alewis@greenvillenc.gov
Ever Salat	WESCO	984-233-2958	esalat@wesco.com

MEETING SIGN-IN SHEET

Project Name: City of Greenville, Public Works Site Lighting – Phase 1	Project No.: COG RFP#: 19-20-12, TEG Project Number: 20180157
Meeting Location: Public Works Facility, 1500 Beatty Street, Greenville, NC 27834, Conference Room	Meeting Date: Tuesday 11/21/2019 at 2:00 PM

Purpose of Meeting: Site Visit #2

Print Name	Company / Department	Phone No.	E-mail Address
David Meeks	The East Group	252-758-3746	david.meeks@eastgroup.com
Tyler Tyson	American Builders Inc	252-756-1996	Tyler.tyson@americanbldr.com
Grant Matthews	American Builders Inc	" "	gmatthews@americanbldr.com
TREVOR A BROWN	HB RETROFIT, LLC II	678-755-6494	ceo@hbrefit.com
Chris Brookman	SLS Energy Solutions / Wesco	704-201-6025	cbrookman@sls-solutions.com
Ron Webber	American Builders	252-341-9752	rwebber@americanbldr.com
Ross Peterson	COG	252-329-4421	rpeterson@greenvillenc.gov



PLAN NORTH

NOTES

- ① OPEN CEILING AREA, WHERE CONDITIONS ALLOW, ROUTE CONDUIT TIGHT TO BOTTOM SIDE OF THE ROOF DECKING SUPPORT STRUCTURE.
- ② PENETRATE & EXTEND CONDUIT THRU EXTERIOR WALL. EXTEND CONDUIT DOWN EXTERIOR WALL TO BELOW GROUND.
- ③ LOCATE POLE BASE CENTERED BETWEEN TRUCK PARKING SPACES AS INDICATED.
- ④ EXTEND CONDUIT DOWN WALL FROM BOTTOM SIDE OF ROOF DECKING TO WALL GIRT AT APPROXIMATELY 9'-0" AFF. WHERE CONDITIONS ALLOW, ROUTE CONDUIT INSIDE WALL GIRT IN ORDER TO PROTECT THE CONDUIT AND EXTEND TO OUTSIDE OF BUILDING.

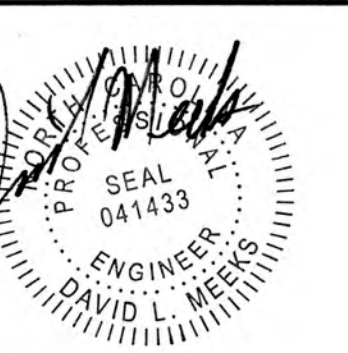
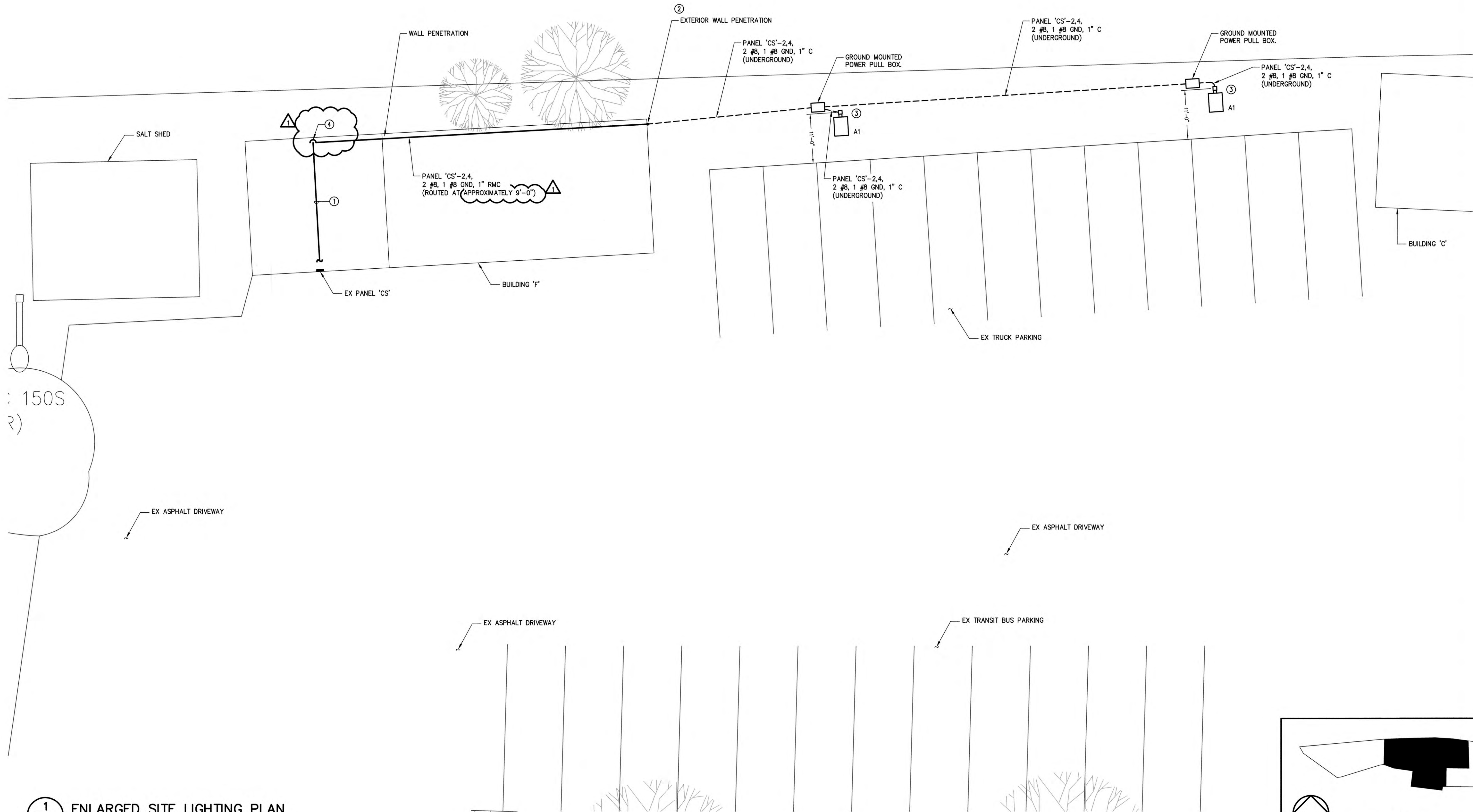


Engineering Architecture
Surveying Technology

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NC Engineering License No. C-0206
NC Architectural License No. 50213
NC Landscape Architectural License No. C-427



12-4-2019

REV	DATE	DESCRIPTION
0	11-01-19	ISSUE FOR CONSTRUCTION
1	12-04-19	ADDENDUM #1

TEC PROJECT NO. 20180157

CLIENT PROJECT NO.

PROJECT TITLE

CITY OF GREENVILLE
PUBLIC WORKS
SITE LIGHTING
(PHASE 1)

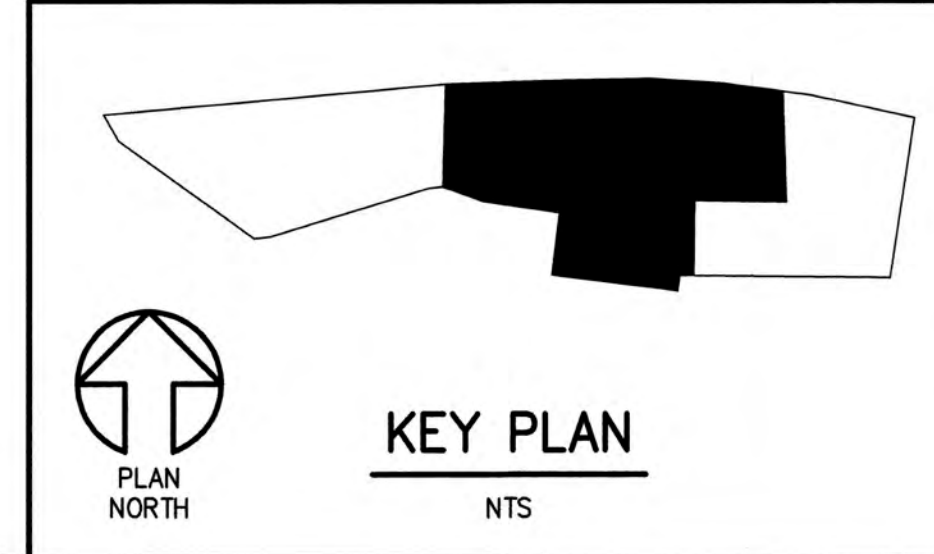
DRAWING TITLE

ELECTRICAL
ENLARGED SITE
LIGHTING PLAN
BUILDING 'F' EAST

DRAWING NO.

E2.1

1 ENLARGED SITE LIGHTING PLAN
E2.1 3/32"=1'-0" - BUILDING 'F' EAST



KEY PLAN
NTS

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