

Addendum No. 1

Project Name: Municipal Building 1 st Floor Improvements	Project No.: 23-24-37
Prepared By: Michael Turner	Date: February 19, 2024

Clarifications & Requirements:

1. Work will begin upon issuance of notice to proceed and shall be completed no later than seventy-five (75) calendar days after notice to proceed.
2. The majority of the work is to be done on nights and weekends to not interfere with operations on the 1st floor. Work hours on Saturday and Sunday are 8AM-5PM. Some work can be done during normal business hours with prior approval and coordination with City staff.
3. The office carrel in the lobby, page 6, item #2.10.1, is a pre-manufactured piece of furniture and shall be assembled on site and installed by the contractor.
4. M/WBE ID and affidavit A or B is to be filled out entirely and submitted with the bid. Filling out both affidavit A and B will deem the bid unresponsive.
5. The contractor must acknowledge reading each addendum in the spaces provided on the bid sheet per instructions on page 9, item #6.1.
6. Bids are due Thursday, February 22 by 2:00PM. Bids will be received at the Public Works Administration offices at 1500 Beatty Street via postal mail service or hand delivered.

Questions and RFI submitted for discussion from pre bid meeting or by email:

1. Will this project require permitting?
Answer: Yes. See page #4, item #19.
2. What are the work hours?
Answer: See page #4, item #22. The majority of the work is to be done on nights and weekends to not interfere with operations on the 1st floor. Work hours on Saturday and Sunday are 8AM-5PM. Some work can be done during normal business hours with prior approval and coordination with City staff. Framing, drywall and any other process that involves noise, dust or entrance into offices will need to be done after hours or over a weekend.
3. Will the new walls require insulation and what is the R-value?
Answer: Yes. See page #5, item #2.5.2. Owens Corning, or equal, 3.5" thick, glass fiber sound attenuation batt (SAB) shall be used. R-value is not specified.
4. Under 2.6.2, only (4) data J-box is specified. Are we to install power as well?
Answer: 2.6.2 should read Contractor shall install three (3) power J-boxes and five (5) data boxes with a wiring chase or conduit to 6" above the ceiling grid. Flexible conduit is acceptable.
5. Will the contractor be responsible for relocating the light switch and thermostat behind the door once the new wall is built?
Answer: The contractor will be responsible for relocating the light switch to the newly constructed wall. The thermostat in the current location is acceptable.

6. The 4' x 3' window glass under page 6, item #2.8.2 for the new wall is clear glass?
Answer: Yes. Glass shall be clear tempered safety glass.
7. What color will the new carpet in the offices be?
Answer: See page 6, item #2.11.2.
8. Are the door handles to be keyed to each office for the two (2) new doors?
Answer: Yes. Hardware is to match existing. Keyway is a Corbin Russwin L4.
9. Will the new electrical require new circuits?
Answer: Yes. The two (2) new duplex 20-amp electrical outlets can be daisy chained together to a new 20-amp breaker. Contractor is to properly label new breaker in breaker panel.
10. Where are we to cut the wallpaper for a transition?
Answer: The inside corner closest to office number 127.
11. Will these offices require any extra horn strobes or AV sensors?
Answer: No.
12. Are we continuing the chair railing on the back wall or removing the chair railing?
Answer: Chair railing is to be removed from the window to the reception window. Areas where chair railing is removed shall be patched to a level 4 finish and apply one (1) coat of primer and two (2) coats of finish paint.

Sealed bids will be received by the City of Greenville until Thursday, February 22, 2024 at 2:00 pm at the Public Works Department Administrative offices located at 1500 Beatty Street, Greenville, NC 27834-7207 with the Company Name, Attention: Michael Turner, Building Facilities Coordinator, and the words City of Greenville Public Works Department Municipal Building 1st Floor Improvements Bid written on the outside of the sealed envelope. All bids will be marked with the date and time they are received by reception staff. Bids will not be opened and read aloud at this time but will be reviewed and the contract will be awarded at a later date. A bid tabulation sheet will be available upon request once the contract is awarded to the successful bidder.

End of Addendum No. 1